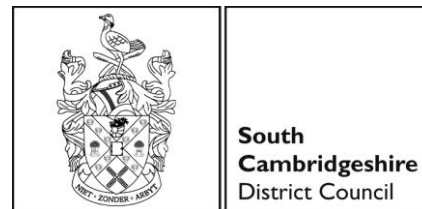


South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

t: 01954 713000

f: 01954 713149

[www.scambs.gov.uk](http://www.scambs.gov.uk)



19 June 2023

To: The Leader – Councillor  
Deputy Leader (Statutory) – Councillor Brian Milnes  
Members of the Cabinet – Councillors Bridget Smith, Henry Batchelor,  
John Batchelor, Bill Handley, Dr. Tumi Hawkins, Peter McDonald and  
John Williams

Quorum: Three, including the Leader or Deputy Leader

Dear Councillor

You are invited to attend the next meeting of **Cabinet**, which will be held in the **Council Chamber - South Cambs Hall** at South Cambridgeshire Hall on **Tuesday, 27 June 2023 at 10.00 a.m.**

Yours faithfully

**Liz Watts**

Chief Executive

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

---

## Agenda

	Pages
1. <b>Apologies for Absence</b> To receive Apologies for Absence from Cabinet members.	
2. <b>Declarations of Interest</b>	
3. <b>Minutes of Previous Meeting</b> To authorise the Leader to sign the Minutes of the meeting held on Monday, 15 May 2023 as a correct record.	5 - 16
4. <b>Announcements</b>	
5. <b>Public Questions</b>	
6. <b>Issues arising from the Scrutiny and Overview Committee</b>	17 - 18
7. <b>Response to the Huntingdonshire District Council Issues Engagement Paper</b>	19 - 26

<b>8.</b>	<b>Adopted Cambridge and South Cambridgeshire Local Plans 2018: Five year review of Strategic Policies</b>	<b>27 - 180</b>
<b>9.</b>	<b>South Cambridgeshire Community Safety Partnership</b>	<b>181 - 200</b>
<b>10.</b>	<b>Quarter Four Performance Report</b>	<b>201 - 248</b>
<b>11.</b>	<b>Annual Equality Scheme Review</b>	<b>249 - 282</b>

**Guidance Notes For Visitors to South Cambridgeshire Hall**

## **Notes to help those people visiting the South Cambridgeshire District Council offices**

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

### **Security**

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

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

### **Emergency and Evacuation**

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

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

### **First Aid**

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

### **Access for People with Disabilities**

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

### **Toilets**

Public toilets are available on each floor of the building next to the lifts.

### **Recording of Business and Use of Mobile Phones**

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

- |            |  |                  |
|------------|--|------------------|
| <b>12.</b> | <b>Affordable Housing Acquisition - 10no. New Homes -<br/>Cottenham</b>  | <b>283 - 288</b> |
| <b>13.</b> | <b>Affordable Housing Acquisition - 13no. New Homes -<br/>Barrington</b> | <b>289 - 294</b> |

This page is left blank intentionally.

# Agenda Item 3

## South Cambridgeshire District Council

Minutes of a meeting of the Cabinet held on  
Monday, 15 May 2023 at 10.00 a.m.

PRESENT: Councillor Bridget Smith (Leader of Council)  
Councillor Brian Milnes (Deputy Leader & Lead Cabinet Member for Environment)

Councillors:	Henry Batchelor	Lead Cabinet Member for Environmental Services and Licensing
	John Batchelor	Lead Cabinet Member for Housing
	Bill Handley	Lead Cabinet Member for Communities
	Dr. Tumi Hawkins	Lead Cabinet Member for Planning
	Peter McDonald	Lead Cabinet Member for Economic Development
	John Williams	Lead Cabinet Member for Resources

Officers in attendance for all or part of the meeting:

Anne Ainsworth	Chief Operating Officer
Peter Campbell	Head of Housing
Bode Esan	Head of Climate, Environment & Waste
Andrew Francis	Elections and Democratic Services Manager
Peter Maddock	Head of Finance
Jeff Membery	Head of Transformation, HR and Corporate Services
Liz Watts	Chief Executive

Officers in attendance remotely for all or part of the meeting:

Helen Cornwell	HR Business Partner
Lee Hillam	Principal Operations Manager
Heather Jones	Deputy Director of Planning & Building Quality
Nancy Kimberley	Principal Planning Policy Officer
Marco De Luca	Principle Operations Manager
Dee Wood	Waste Policy Officer

Councillors Anna Bradnam, Heather Williams, Dr Richard Williams were in attendance.

Councillors Sally Ann Hart, Dr Lisa Redrup were in attendance remotely.

Nina Jörden was in attendance remotely.

**1. Announcements**

There were no announcements.

**2. Apologies for Absence**

There were no apologies for absence.

**3. Declarations of Interest**

There were no declarations of interest.

**4. Minutes of Previous Meeting**

Cabinet authorised the Leader to sign, as a correct record, the minutes of the meeting held on Monday, 20 March 2023.

Councillor Anna Bradnam, Scrutiny and Overview Committee member asked for confirmation that the Investment training for members requested by Scrutiny and Overview Committee, item 12, page 9 was to be actioned.

Liz Watts, Chief Executive confirmed the training but was unable to give an exact date, at the time of the meeting.

**5. Public Questions**

It was noted that Mr Daniel Fulton did not wish to give a statement and would return to next full Council.

**6. Issues arising from the Scrutiny and Overview Committee**

Councillor Anna Bradnam thanked the Scrutiny and Governance advisor for their precise notes. The Committee congratulated the Homes for Ukraine team and Moving on team for their work and stated their reassurance that Ukrainian families had the same access to Home Link as South Cambridgeshire residents.

It was recognised that staff had done an excellent job and were urged to keep record of what actions were taken and any lessons learned so best practice was recorded and stored. There was gratitude for the necessary funding from Government.

Councillor John Batchelor, Lead Cabinet Member for Housing clarified that Ukrainian residents went through the same process in accessing social housing but told the committee that there would be funding from the government to purchase 40 houses to home Ukrainian and Afghanistan guests who were going through difficulty. Those houses would eventually be made available to residents.

**7. Street Naming and Numbering Policy**



Councillor Dr. Tumi Hawkins, Lead Cabinet Member for Planning presented the report and stressed the importance of clear numbering and naming of buildings.

The review included combining the existing policies of Cambridge City Council, Huntingdonshire District Council and South Cambridgeshire District Council into one unified policy for 3C Building Control that worked effectively and efficiently for communities and the public.

Heather Jones, Head of 3C Building Control Consultancy, advised the Committee that the policy was like the one already in place at South Cambridgeshire District Council and there were no major changes.

Councillor Brian Milnes, Deputy Leader, thanked the officers for their work and acknowledged the improvement of the service there had been over the last few years. It was felt the combined policy would further enhance the service.

Councillor Heather Williams, Opposition Group Leader, asked for the Waste Service to be updated with changes quicker to enable missed bins to be logged.

Heather Jones confirmed that there had been a meeting with the Waste Service regarding the migration of data from one system to another to improve efficiency and to update systems quicker.

Councillor Anna Bradnam referred to 14.1, page 16 of the report, regarding boundaries and noted previous member Douglas De Lacey expressed concern where sites crossed them and how residents would know whether they were in a district or city council area.

Heather Jones confirmed that site signage was dealt with separately to Cambridge City but would discuss the matter with them.

Heather Jones stated that it was a personal preference as to whether residents displayed numbers on houses and that no action had ever been taken for those who did not.

Cabinet agreed to **Adopt** the unified 3C Building Control Street Naming and Numbering policy.

## **8. Oxford to Cambridge Pan Regional Partnership**

Councillor Bridget Smith, Leader of Council introduced the report and confirmed it was not a decision-making body but was led by District and County Councils, Local Enterprise Partnerships and Universities.

Chief Executive, Liz Watts, clarified that funding from Pan Regional Partnership was to fund projects that could be approved by the board, but decisions that were fundamental to councils would be decided by them.

Councillor Brian Milnes noted that due to recent elections and changes in local government there could be changes to the report.

Councillor Bridget Smith clarified that it would have been correct at time of print, but item 14 would have very likely changed.

Cabinet agreed to **confirm** the Council's membership of the Oxford to Cambridge Partnership as it became formally recognised and funded by Government as a Pan-Regional Partnership (PRP) and the appointment of the Leader as the Council's representative on the PRP.

## **9. Results of Four-Day Week Trial and Next Steps**

Before agenda item nine was introduced by the Lead Cabinet Member for Resources, the Leader, Councillor Bridget Smith, spoke about the Council's four-day week trial. Councillor Smith said that last year, she was asked at a Local Government Association conference about the challenge of recruiting and retaining people in Local Government; particularly in very expensive areas like South Cambridgeshire where it was very expensive for people to live and where the private sector could afford to pay them more. Councillor Smith said that, at that conference, she was asked if a four-day week would solve some of those recruitment issues. Councillor Smith said that her response was that it might well do.

Councillor Smith said that, recently, there had been some commentary relating to studies concerning the four-day week which our Chief Executive was undertaking. Councillor Smith said that the Chief Executive chose not only to pay for the studies herself, but to spend weekends and annual leave working on them. Councillor Smith said that it's perfectly normal for senior Local Government staff to do similar studies.

Councillor Smith said that the Chief Executive's studies were never dependent on the Council trialling a four-day week. Councillor Smith said that the Chief Executive had always been completely open about her studies. She added that verbal advice, sought from the previous Monitoring Officer and reaffirmed more recently, said that there was nothing to declare when it came to those studies. They were self-funded and done in her own time.

Councillor Smith said that, however, with the benefit of hindsight, she accepted the Chief Executive's studies should have been reflected in the original report which went before Councillors when a trial of a four-day week was first considered. Councillor Smith said that doing so would have made no difference to the trial – but would have ensured the Chief Executive's studies were stated for everyone in the clearest terms.

Councillor Smith said that in any other walk of life, where you had an experienced leader who had gained further knowledge about something that's very relevant to their work, it would be considered a benefit.

Councillor Smith handed over to the Lead Cabinet Member for Resources who formally introduced agenda item nine.

Councillor John Williams, Lead Cabinet Member for Resources, introduced the report and referred to page 65 of the report pack, specifically to the 'What we've done and why' section, reminding members of the reason why the trial was introduced. It was confirmed that a £300,000 annualised saving had been identified during the three-month trial and that a £1m saving was expected over the full year.

Councillor John Williams emphasised that although Health and Wellbeing of staff was important the four-day week would also improve the quality of services to residents and provide savings that could be put back into services to ensure they were maintained against a backdrop of high inflation rates.

Councillor John Williams explained that the three-month trial had maintained performance, as confirmed independently by the Bennett Institute. It was recognised that performance must be maintained, and a 12-month trial extension would enable performance to be closely monitored as well as give staff certainty on their ways of working. The Council would then make a decision at the end of the 12-month extension.

Councillor Sally Ann Hart, Vice-Chair of Employment and Staffing Committee, presented the views expressed by the Committee. It was noted that there had previously been concerns regarding the challenge of recruitment and that due to high housing and living costs in the area, the four-day-week offered an attractive incentive. Councillor Hart requested that regular reports be provided to the Committee during the 12-month extension period.

Councillor Dr. Tumi Hawkins, emphasised that since the trial began, the Planning service has been enabled to work in better ways, simplifying templates and reports. Councillor Hawkins noted that applications were being processed in 6.3 weeks, within the statutory target.

Councillor Hawkins emphasised that the output had improved, and complaints had reduced. Cabinet was told the four-day-week was an incentive and would help attract experienced planners to apply for roles.

Councillor John Batchelor thanked Councillor Mark Howell for his statement of support for officers at Employment and Staffing Committee.

Cabinet was reminded that there were challenging areas before the trial had begun and it would take time to correct but the data from the trial was encouraging.

Councillor Brian Milnes informed Cabinet of a promising mystery shopper exercise recently completed which would indicate improving response rates.

Councillor Bill Handley, Lead Cabinet Member for Communities, expressed his support for the four-day week.

Councillor Henry Batchelor, Lead Cabinet Member for Environmental Services and Licensing told Cabinet he would shortly be asking for support for the four-

day week trial for the refuse collection service, noting, they did not have a full roster of permanent staff which was draining on resources.

Councillor Anna Bradnam explained how the data presented was reassuring with both quality and in-depth analysis received. There had been regular feedback from staff with honesty from the beginning, noting where there had been some uncertainty it gradually became positive.

Councillor Heather Williams asked for the disclosure of the number of, and name of councils who had shown interest in the trial as stated in the Leader's interview with BBC Radio Cambridgeshire earlier that day.

Councillor Bridget Smith stated that it would not be appropriate to name other councils and suggested Councillor Heather Williams might contact their group's office at the Local Government Association.

Councillor Heather Williams queried data related to agency staff, as they were still working and being paid for a five-day week. Councillor Heather Williams questioned whether they and permanent employees, still working a five-day week, were included accurately in the performance statistics.

Councillor Heather Williams further queried data related to stress levels among staff and asked whether Cabinet was comfortable with the figures in the report.

Councillor Bridget Smith stated that a short three-month trial was not going to be long enough to iron out all the issues. Some staff needed time to adapt to the new working arrangements and adopt new ways of working, some staff's workload was already unmanageable on a five-day week.

Chief Executive Liz Watts explained that there had been an improvement within the Planning Service where a number of agency staff were used. Not all of that performance improvement was related to the four-day week but much of it was, as it has enabled people to radically think about how they worked.

Councillor Heather Williams asked if the Leader and members of Cabinet thought the four-day week was good value for the Taxpayers at a time when costs were rising and many residents were taking on second jobs.

Councillor Bridget Smith explained that most responses to her appearance on radio were positive about the trial. It was stated that most councils in the last six months had increased their council tax by the maximum. The rent increase represented a reduction in income to continue the improvement programme as it did not represent the increased cost of managing housing stock.

It was emphasised by Councillor Smith that South Cambridgeshire District Council had one of the lowest council tax rates in the country and offered 100% council tax exemption for those in greatest need. The Council had also increased the number of residents who received discounts in acknowledgement of the rising costs. In 2018, South Cambridgeshire District Council pledged it would be a modern and caring council, which included modern ways of working and caring

for the residents and colleagues, who would be serving them.

Councillor Smith confirmed that members of Cabinet would decide whether the trial would be extended, and full Council would decide whether they would become a four-day week employer at the end of the trial.

Councillor Dr. Richard Williams stated that residents who were applying for Housing benefit, and Creditors who were owed money having to wait twice as long were not 'minor' issues, as described in the aforementioned BBC Radio Cambridgeshire interview.

The Committee was told by Councillor Dr. Richard Williams that Conservative members had only two weeks' notice of the introduction of the four-day-week trial, with no mention of a PhD.

Councillor Dr. Richard Williams questioned why the last two Planning Committees had only two applications, noting that the first quarter of 2023 had eight planning decisions, 2022 had 29 and 2021 had 21. It was thought that maybe officers were unable to process them as quickly as they used to.

Dr Nina Jörden, Research Associate at the Bennett Institute for Public Policy, University of Cambridge, explained that the data could be viewed differently depending on the analysis run. It was explained that not all targets had been met but that four kinds of analysis were run, for a comprehensive picture and when combined there was no data that raised specific concerns. It was made clear that some service areas that would need further attention if the trial was to be extended. It was emphasised that KPIs were examined back to 2016 to create an average and no changes were seen in the data.

Councillor Dr. Tumi Hawkins explained that only challenging or potentially sensitive planning applications went to Committee, and 94% of applications were dealt with by officers. Councillor Bridget Smith told Councillor Dr. Richard Williams that a further written response would be provided regarding his query on Planning applications.

Cabinet

a) **Approved** an extension of the trial up until March 2024, in order to assess the impact on recruitment and retention, with regular reports on progress being submitted to Employment & Staffing Committee during 2023/24 and a final report to Cabinet and Council at the end of the extended trial period.

b) **Noted** the position of Cambridge City Council regarding the Shared Planning Service trial extension (to be provided on 11 May, but not available at the time this report was published) and, should the City Council agree to proceed with the trial extension, Cabinet ensure equivalent reporting arrangements were established in order to provide Cambridge City Council with appropriate oversight arrangements regarding the Shared Planning Service.

c) **Approved** a three-month trial for Facilities Management colleagues at South

Cambs Hall, with a report being presented to Employment & Staffing Committee at the end of the trial.

## **10. Collection Changes - The future of waste collections**

Councillor Henry Batchelor introduced the report.

Councillor Batchelor noted that it was good practice to review bin collection rounds every two to three years, noting that the last review was in 2017. Due to housing development collection rounds had expanded at a significant rate since they were last reviewed in 2017 and therefore the routes were not operated at their best capacity.

Councillor Batchelor repeated the benefits of the four-day-week trial, noting that the improvement of recruitment and retention would enhance the quality of services provided to residents, as permanent staff would be more familiar with routes.

It was clarified by Councillor Batchelor that the four-day week trial did not happen at the same time as office-based staff due to the length of time it took for the external consultant that was used to run the route optimisation process.

Cabinet was informed that Service operatives and their Union had been consulted, and they had received positive feedback regarding the trial. It was clarified if Cambridge City Council did not agree, the trial would not go ahead. Councillor Batchelor noted that since the report went to Scrutiny, changes had been made resulting in further data being available.

Councillor Batchelor confirmed that the cost of the trial would be around 0.3% of the Waste Service entire budget for the current year and 1% if it was to be made permanent.

Councillor Bill Handley expressed his support for the trial being extended to Shared Services.

Councillor Anna Bradnam confirmed Scrutiny and Overview's support, noting the requirement for close monitoring of musculoskeletal injuries, as this was more prevalent in the Waste Service area than any other department.

Councillor Bradnam reported that the feedback received from the service and staff was positive, many had reported looking forward to spending their day off with families.

It was agreed that there would be a reduction in disruption on bank holiday weekends, and savings from not needing to employ agency staff for weekend collections.

It was recognised that commercial waste would still need to be collected seven days a week.

Councillor Henry Batchelor confirmed that prior to the trial, additional vehicles had been purchased and were accounted for in the costing if the trial was to be made permanent.

Councillor Batchelor explained to Cabinet that the refuse collectors were on task and finish contracts, which incentivised staff to be more productive, noting, part of the agreement of the four-day week trial was to ask staff to work an extra 30 minutes in lieu of having the fifth day off.

In reply to Councillor Heather Williams, it was explained by Councillor Batchelor, that there would be an extra day in the week for missed bin collections and due to use of more permanent staff, there would likely be a reduction in the number of missed bins.

Councillor Heather Williams stated it would be useful for all councillors to be provided with upfront costs and officer hours, including Waste Services and office-based staff, to gain a reflection on what time was spent on the trial at the cost of the taxpayer.

In response to Councillor Heather Williams, Jeff Membery, Head of Transformation, explained it would be difficult to gather the requested data as the Waste Service was already going through a round optimisation exercise and looking at ways to respond to government changes to waste legislation and therefore would be difficult to disaggregate part of the work related specifically to the four-day week.

Councillor Heather Williams stated that officer time should have been recorded to provide transparency and requested that it was going forward.

Councillor Heather Williams asked that close attention be paid to assisted deliveries as a change of routine would likely impact residents.

Councillor Bridget Smith stated that South Cambridgeshire District Council provided a high performing service and agreed it was important to continue delivering one.

Bode Esan, Head of Climate, Environment and Waste, confirmed that the review would have been needed regardless of the four-day-week.

Cabinet

a) **Noted** the round optimisation process and revised number of routes as set out at paragraph 33.

b) **Noted** the impact that past and future growth and legislative changes would have on the collection service.

c) **Approved** the trial of a four-day week waste collection service for three months from Summer 2023 to be funded by existing operational budgets within

the service, with a report on the outcome of the trial presented to Cabinet in the Autumn of 2023.

d) **Noted** that any agreement to trial a four-day week would need to be approved by Cambridge City Council (part of the Greater Cambridge Shared Waste Service.)

**11. Cambridge Water Draft Water Resources Management Plan 2024 - Consultation Response**

Councillor Peter McDonald, Lead Cabinet Member for Economic Development introduced the report.

It was noted that the draft plan set out the significant challenges faced in meeting demand for water; including population growth, changes in water use due to Covid-19, climate change which caused an increased likelihood of drought and the need to reduce abstractions to protect the environment. The plan considered the challenges and set out the options to best meet them.

The Water Resources Management Plan covered the period between 2025 and 2050.

It was stated by Councillor McDonald, that it was important Cambridge Water worked with the authority in developing the water resources plan.

Nancy Kimberley, Principal Planning Policy Officer explained there had been negotiations with Cambridge Water and it was agreed that the pipeline would go through Cambridge water area and could be used by them in the short term.

Councillor Dr. Tumi Hawkins thanked officers and members for their work adding that there was a need to provide for the growing population of Greater Cambridge and was pleased it had been identified.

Cabinet

a) **Agreed** the consultation response to be sent jointly with Cambridge City Council set out in Appendix 1 and that it should be sent to Defra.

b) **Agreed** that any subsequent material amendments be delegated to the Lead Cabinet Member for Economic Development in consultation with the Joint Director of Planning and Economic Development.

c) **Agreed** that any subsequent minor amendments and editing changes that did not materially affect the content be delegated to the Joint Director of Planning and Economic Development in consultation with the Lead Member for Economic Development.

**12. Response to the Department for Levelling Up, Housing and Communities Technical Consultation on the Infrastructure Levy**



Councillor Peter McDonald introduced the report, noting the concerns raised from South Cambridgeshire and Greater Cambridge planning service regarding the replacement of the S106 arrangements within the Infrastructure Levy.

Councillor McDonald expressed concerns around the timing of revenues, due to the Government proposals that the council borrowed to fund the gap between development and Levy payments.

Councillor McDonald noted that the bill was going through parliament and changes would be seen between the test and trial period of 2024 and 2025.

Councillor McDonald thanked officers involved for their comprehensive and thoughtful submission of responses to questions.

Cabinet

a) **Agreed** the joint response to the Department for Levelling Up, Housing & Communities' technical consultation on the Infrastructure Levy included in Appendix 1.

b) **Agreed** that any subsequent material amendments be delegated to the Lead Cabinet Member for Planning in consultation with the Joint Director of Planning and Economic Development.

c) **Agreed** that any subsequent minor amendments and editing changes that did not materially affect the content be delegated to the Joint Director of Planning and Economic Development in consultation with the Lead Member for Planning.

---

**The Meeting ended at  
12.06 p.m.**

---

This page is left blank intentionally.

# Agenda Item 6



**Report to:** Cabinet 27 June 2023

**Lead Cabinet Members:** All

**From:** Councillor Graham Cone, Chair of the Scrutiny and Overview Committee  
Councillor Stephen Drew, Vice-Chair of the Scrutiny and Overview Committee

---

## Update from Scrutiny and Overview Committee

### Purpose

1. This report informs Cabinet about the outcome of discussion among members of the Scrutiny and Overview Committee at the meeting on 8 June 2023 and asks it to consider in particular paragraphs 3 and 5.

### South Cambridgeshire Community Safety Partnership - Operational Plan 2023/24

2. Having received and discussed the draft Cabinet report and having heard from the Lead Cabinet Member for Communities and operational officers, the Scrutiny and Overview Committee supported by affirmation the recommendations to be considered by Cabinet on 27 June 2023.
3. The Scrutiny and Overview Committee
  - a. Asks that Cabinet considers the incorporation into the Operational Plan of relevant lessons learned from previous 'deep dives' at new communities such as Northstowe.
  - b. Welcomes an assurance from the Lead Cabinet Member for Communities that unavoidable jargon and acronyms in this and future versions of the Operational Plan will be clearly defined, for example in a glossary of terms.
  - c. Welcomes an assurance from the Lead Cabinet Member for Resources that the existing allocated sum of £15,000 in South Cambridgeshire District Council's budget will continue to be available for community safety and asks that Cabinet formally confirms that said sum will be inflation proofed.

## **2022-23 Quarter Four Performance Report**

4. Having considered a report, Key Performance Indicator (KPI) results, an overview of the Contact Centre's recent mystery shopper exercise, and progress against Business Plan actions, and having heard from the Lead Cabinet Members for Resources and Communities, Heads of Services and the operational officer, the Scrutiny and Overview Committee supported by affirmation the report to be considered by Cabinet on 27 June 2023.
5. The Scrutiny and Overview Committee
  - a. Welcomes an assurance from officers that they will explore ways of presenting graphical information in a way that enables it to identify trends while at the same time respecting the more strategic requirements of Cabinet and asks that Cabinet understands why some kind of compromise is appropriate.
  - b. Applauds the achievement of the measure and target for 2022-23 against Action D3 in the Business Plan (Generate income through delivering the Council's Investment Strategy).

## **Draft Annual Equality Scheme Review**

6. Having reviewed the draft Equality Scheme revision for 2023-24 and the 2022-23 Equality Scheme action plan progress report and having heard from the Lead Cabinet Member responsible for Equality and Diversity, the Scrutiny and Overview Committee supported by affirmation the report to be considered by Cabinet on 27 June 2023.
7. Scrutiny and Overview Committee members
  - a. Welcome the inclusion of a national context and an assurance that, moving forward, further comparisons, such as age, will be identified with the local position in terms of both percentages and actual numbers.
  - b. Encourage the identification of new sources of data as they emerge, and that the presentation of trends would be helpful.
  - c. Acknowledge the importance of working with partners to tackle those situations where local data compares unfavourably with the national context, such as in the case of stop-and-search and the gender pay gap.

### **Report Author:**

Ian Senior – Scrutiny and Governance Adviser  
Telephone – 01954 713028

# Agenda Item 7



**South  
Cambridgeshire  
District Council**

<b>Report to:</b>	Cabinet	27 <sup>th</sup> June 2023
<b>Lead Cabinet Member:</b>	Cllr. Dr Tumi Hawkins	
<b>Lead Officer:</b>	Stephen Kelly	

---

## **Response to the Huntingdonshire District Council Issues Engagement Paper (Regulation 18) Consultation**

### **Executive Summary**

1. This report seeks agreement of a proposed response to the Huntingdonshire Local Plan Issues Engagement Paper (Regulation 18) Consultation.
2. The initial Issues Engagement stage is the first stage of reviewing Huntingdonshire's Local Plan to 2036 (adopted 15 May 2019). The Consultation paper identifies key issues but doesn't propose specific responses to them at this stage, instead it is seeking feedback from local residents, communities, businesses and organisations on what the priorities for improving the district of Huntingdonshire should be. Responses to this document will inform Huntingdonshire District Council's Local Plan Review. Given the proximity of Huntingdonshire to South Cambridgeshire, the contents of the Huntingdonshire Local Plan could in principle impact on the emerging joint Greater Cambridge Local Plan, and a joint response from Greater Cambridge is recommended.

### **Key Decision**

3. No

### **Recommendations**

4. It is recommended that Cabinet:
  - a. Agrees the proposed joint response to the Huntingdonshire Local Plan Issues Engagement Paper (Regulation 18) Consultation
  - b. Agrees that any subsequent material amendments be made by the Lead Member for Planning
  - c. Agrees that any subsequent minor amendments and editing changes that do not materially affect the content be delegated to the Joint Director of

## Reasons for Recommendations

5. The contents of the Huntingdonshire Issues Engagement Paper (Regulation 18) Consultation papers referred to in this report could in principle impact on Greater Cambridge and have implications for the emerging joint Greater Cambridge Local Plan. The proposed response seeks to minimise negative and maximise any positive impacts of Huntingdonshire's Local Plan review on Greater Cambridge.

## Details

### Background

6. Huntingdonshire District Council is reviewing their Local Plan to 2036 (adopted 15 May 2019) and are undertaking early engagement on key issues relevant to the plan between 24<sup>th</sup> April – 5<sup>th</sup> July 2023. The consultation documents explore issues but don't currently include options for responding to these. The Greater Cambridge Councils therefore have an opportunity to identify key cross-boundary matters they consider require active exploration by Huntingdonshire in the preparation of their Local Plan.
7. The paragraph below identifies the points raised in the proposed response to consultation which is included at appendix 1 to this report. The proposed response focuses comments on aspects that impact on Greater Cambridge rather than providing a general commentary on all elements of the forthcoming plan, which is a matter for Huntingdonshire District Council with their community and ultimately their inspector. Notwithstanding, given both Cambridge City Council and South Cambridgeshire District Council's ambitious policy approaches regarding climate and biodiversity as set out in the Greater Cambridge Local Plan First Proposals, together with the cross-boundary (and indeed global) nature of both opportunities and impacts in relation to these topics, it is recommended that the consultation response should note the approach to these topics taken in the First Proposals, and encourage Huntingdonshire District Council to adopt similarly ambitious policy approaches in their plan.
8. The proposed response identifies the following response points requiring future substantive engagement:
  - strongly suggest that Huntingdonshire District Council explore in full water supply issues, and stress the importance of ambitious water efficiency policies, particularly as part of Huntingdonshire district is served by Cambridge Water as is Greater Cambridge.
  - note merits of discussing potential cross-boundary green infrastructure opportunities.

- note travel to work, housing market and economic connections, and encourage further engagement regarding these topics as well as on proposed strategic infrastructure projects including the A428 upgrade and East West Rail project.
  - encourage Huntingdonshire District Council to adopt ambitious climate and biodiversity policy approaches in their new plan.
9. As a proposed joint response with Cambridge City Council, a mirror report is also being taken to Cambridge City Council's Planning and Transport Scrutiny Committee on 27<sup>th</sup> June 2023.

## **Options**

10. The options available to members are:
- a. Agree the proposed response to the consultation without amendments
  - b. Agree the proposed response to the consultation with amendments
  - c. Decide not to submit a response to the consultation – this option is not recommended as the plan would progress without awareness of potential impacts on Greater Cambridge

## **Implications**

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

## **Risks/Opportunities**

12. The proposed response to Huntingdonshire District Councils Issues Engagement Paper (Regulation 18) Consultation seeks to note the continuing need for ongoing duty to cooperate, and in doing so prevent the risk of those plans generating negative environmental, social and economic impacts on Greater Cambridge which could increase this Council's risks in these areas, and could lead to potential political and reputational damage. Paragraph 8 notes specific topics that could lead to potential environmental, social and economic impacts on Greater Cambridge.

## **Climate Change**

13. Development plans provide an opportunity to address the aspects of the environment that can be influenced by the planning system. The proposed response encourages Huntingdonshire District Council to adopt ambitious climate and biodiversity policy approaches in their new plan, noting the approach taken within the Greater Cambridge Local Plan. The proposed response specifically suggests that Huntingdonshire District Council explore in full water supply issues in the preparation of a new Huntingdonshire Local

Plan, noting the severity of the issue in Greater Cambridge and at a regional level, and in particular as part of Huntingdonshire lies within the area served by Cambridge Water as is Greater Cambridge.

## Consultation responses

14. As a response to another organisation's consultation, and given the nature of issues raised, officers don't consider that there are substantive additional consultation and communication issues requiring consideration.

## Alignment with Council Priority Areas

### Being green to our core

15. See above comments at paragraph 14 in relation to Climate Change implications

## Background Papers

Background papers used in the preparation of this report:

Emerging Greater Cambridge Local Plan

- [Greater Cambridge Local Plan - First Proposals | Greater Cambridge Shared Planning \(greatercambridgeplanning.org\)](https://www.greatercambridgeplanning.org/)

Huntingdonshire Local Plan Issues Engagement consultation documents:

- **The Issues Engagement Paper**  
(<https://consult.huntingdonshire.gov.uk/kse/event/37422>) - an in-depth look at the issues including detailed questions to encourage comprehensive responses
- **The Issues Summary Paper**  
(<https://consult.huntingdonshire.gov.uk/kse/event/37424>) - a quick look at the headline issues, with one or two open questions to get opinions
- **The Issues Easy Read Version**  
(<https://consult.huntingdonshire.gov.uk/kse/event/37419>) - a simplified document with tick box questions

## Appendices

Appendix 1: Huntingdonshire District Council Issues Engagement Paper– proposed joint consultation response

## Report Authors:

Charlotte Morgan-Shelbourne - Planning Policy Officer



Telephone: (01954) 713418

Stuart Morris – Principal Policy Planner  
Telephone: 07514 925 287

## **Appendix 1: Huntingdonshire District Council Issues Engagement Paper– proposed joint consultation response**

This response to the Huntingdonshire District Council Issues Engagement Paper (Regulation 18) consultation is made by Greater Cambridge Shared Planning on behalf of Cambridge City Council and South Cambridgeshire District Council.

The main issue we wish to raise is that we would strongly suggest that Huntingdonshire District Council explore in full water supply issues in the preparation of a new Huntingdonshire Local Plan, noting the severity of the issue in Greater Cambridge and at a regional level, and in particular as part of Huntingdonshire lies within the area served by Cambridge Water as is Greater Cambridge. This is the same issue we raised in our response to your Sustainability Appraisal Scoping Report. The Issues Engagement Paper correctly refers to the draft Regional Water Resources Plan for Eastern England which recognised the whole of Eastern England as being 'seriously water stressed' and with the prospect of severe water shortages unless new demand and supply measures are taken forward. The new Local Plan must carefully consider the water supply available from both Anglian Water's and Cambridge Water's emerging Water Resources Management Plans, taking into account when new sources of supply such as the Fens Reservoir are due to become operational. We understand that you have engaged consultants to produce an Integrated Water Management Study to consider the above issues as well as wider water cycle issues. Noting that rivers and catchment areas cross administrative areas, we consider it important that Huntingdonshire engage with Greater Cambridge on this critical piece of evidence.

Noting the water supply challenge, we would stress the importance of ambitious water efficiency policies which set out levels of water use for both housing and non-housing development, following at a minimum the optional Part G Building Regulations level of 110 litres/person/day, but considering whether a lower level may be justified due to the level of water stress. The Greater Cambridge First Proposals Local Plan included [water efficiency standards](#) of 80 litres/person/day in all new housing development, that go beyond what Local Authorities are currently able to require (as set out in the Deregulation Act 2015). For Greater Cambridge the case for greater water efficiency is so strong that there is a case for seeking this approach, and this may also be the case in Huntingdonshire.

Aside from the water issue, we note the potential [Strategic Green Infrastructure initiatives](#) identified in our Local Plan evidence that could cross the administrative boundary between Huntingdonshire and Greater Cambridge, including the Great Ouse Fenland Arc and Western Gateway multifunctional GI corridor. We would welcome continued dialogue on this topic as our respective plans progress.

We also note that Huntingdonshire and Greater Cambridge have travel to work, housing market and economic connections, and that strategic infrastructure projects including the A428 upgrade and East West Rail are planned to travel through both of our areas. The Councils value previous joint working with Huntingdonshire on these issues and will look to continue this as our respective plans and key infrastructure projects progress.

Beyond the above, in common with Huntingdonshire District Council, Cambridge City Council and South Cambridgeshire District Council have both declared climate emergencies. The Councils acknowledge the challenges faced by Huntingdonshire District Council in addressing the Climate Emergency. Given the cross-boundary (and indeed global) nature of both opportunities and impacts in relation to the climate and biodiversity emergencies, we encourage Huntingdonshire District Council to adopt ambitious climate and biodiversity policy approaches in their new plan, noting the approach taken within the Greater Cambridge Local Plan.

The Councils are already engaging with Huntingdonshire District Council under the Duty to Cooperate in relation to the Greater Cambridge Local Plan. We would welcome further dialogue with Huntingdonshire as our respective plans progress, including but not limited to the cross-boundary matters identified above.

This page is left blank intentionally.

# Agenda Item 8



South  
Cambridgeshire  
District Council

<b>Report to:</b>	Cabinet	27 June 2023
<b>Lead Cabinet Member:</b>	Lead Cabinet Member for Planning	
<b>Lead Officer:</b>	Joint Director of Planning and Economic Development	

## Adopted Local Plans – 5 year review

### Executive Summary

1. Local plans must be reviewed at least every five years from the date of a plan's adoption. In autumn 2023 it will be five years since the Cambridge and South Cambridgeshire Local Plans were adopted and, therefore, a review of both has been undertaken, as set out in this report and its appendices. However, both plans will be replaced by the joint Greater Cambridge Local Plan (GCLP), preparation of which began in 2019 and, consequently, the main purpose of undertaking a review of an adopted plan has already been met.
2. The key purpose of this current review, therefore, is to assess whether there are any relevant changes in national policy that might have a bearing on the weight accorded to adopted policies in determining development proposals, prior to the adoption of the emerging GCLP. The outcome of the review is that the majority of policies in both adopted plans remain consistent with national policy and, therefore, can be given full weight until replaced by policies in the GCLP. The small number of exceptions relate to those policy areas identified by the local plan Inspectors as not fully addressing the requirements of national policy, or concern subsequent changes to national policy.

### Key Decision

3. Yes. The key decision was first published in the May and 2023 Forward Plan.

### Recommendations

4. It is recommended that Cabinet:
  - a) Agree the Local Plan Five Year Review Covering Report and appendix regarding the South Cambridgeshire Local Plan 2018
  - b) Agree that any subsequent material amendments be made by the Lead Member for Planning.
  - c) Agree that any subsequent minor amendments and editing changes that do not materially affect the content be delegated to the Joint Director of

Planning and Economic Development in consultation with the Lead Member for Planning.

## **Reasons for Recommendations**

5. Local plans must be reviewed at least every five years from the date of a plan's adoption. The review attached at appendix A meets this requirement.

## **Details**

### **Background**

6. It is a statutory requirement for all local plans to be reviewed at least every five years from the date of a plan's adoption . The National Planning Policy Framework (NPPF) says in this regard that 'policies in local plans and spatial development strategies should be reviewed to assess whether they need updating at least once every five years, and should then be updated as necessary' .
7. The current Cambridge Local Plan was adopted in October 2018, while the South Cambridgeshire Local Plan was adopted a month earlier in September 2018. As it will be five years in autumn 2023 since the plans were adopted, a review of both plans' policies has been undertaken to meet the requirement to do so within this time period.
8. As we have already commenced a review the adopted local plans in the form of the emerging Greater Cambridge Local Plan, the principal purpose of undertaking a review of the adopted plans – to assess whether they need updating – has already been met. However, while it has been decided that the adopted plan policies will be replaced, until the new joint plan is adopted their statutory status in determining development proposals remains unchanged.
9. A key purpose of this current review is to assess whether there are any relevant changes in national policy that need to be taken into account, which could impact on the weight attached to them.

### **The policy review**

10. The policy review can be found in appendix A of this committee report. The report explains the background to the review, recognising the particular context of the preparation of the Greater Cambridge Local Plan to replace the two adopted plans. Against this background, the approach taken to the review is explained, while the review of policies itself is included in the form of a table for each plan, appended to the report.

11. The outcome of the review is that the majority of policies in both adopted plans remain consistent with national policy and, therefore, can be given full weight until replaced by policies in the Greater Cambridge Local Plan. There are a small number of policies that are generally consistent with national policy, but do not fully reflect more recent changes to national planning policy or legislation since the adoption of the Local Plans, but they do not prevent those changes being taken into account when determining planning applications.
12. Both Council's Local Plans will be more than five years old from autumn 2023 and the Councils recognise the need to update their housing requirements through preparation of the new joint Local Plan. In these circumstances reflecting national planning guidance calculation of five year housing land supply should be made against the government standard method. Based on the latest housing trajectory a five year supply has been identified and it is anticipated that there will be a rolling five-year housing land supply going forwards when calculated in this way.

## **Options**

13. The options available to members are:
- a. Agree the findings of the review in Appendix 1,
  - b. Not agree the findings of the review or seek changes.

## **Implications**

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

### **Financial**

15. There are no specific financial implications of this policy review. The Greater Cambridge Local Plan review has already commenced.

### **Legal**

16. There are no legal implications arising from the report. Officers have sought appropriate legal advice when preparing the review.

### **Staffing**

17. There are no specific financial implications of this policy review. The Greater Cambridge Local Plan review has already commenced. The Local Plan is currently anticipated to be delivered within our existing staffing establishment. This will be kept under review alongside other work priorities.

## **Risks/Opportunities**

18. The outcome of the review does not raise any particular issues that were not anticipated. Through the preparation of the Greater Local Plan the shared planning service are seeking to manage a range of risks and seeking to deliver on opportunities of the area.

## **Equality and Diversity**

19. There are no specific implications of this policy review. The Greater Cambridge Local Plan review has already commenced, and is being informed by equalities impact assessment.

## **Climate Change**

20. There are no direct implications. The Greater Cambridge Local Plan review has already commenced and is exploring policy approaches informed by a Sustainability Appraisal / Strategic Environmental Assessment Process.

## **Health & Wellbeing**

21. There are no direct health & wellbeing implications arising from the report. The Greater Cambridge Local Plan review has already commenced. The Local Plan provides an opportunity to address aspects of health and wellbeing.

## **Consultation responses**

22. None.

## **Alignment with Council Priority Areas**

### **Growing local businesses and economies**

23. The availability of infrastructure is an important element in meeting development needs, and this will be a key consideration when carrying out the local plan review.

### **Housing that is truly affordable for everyone to live in**

24. The Greater Cambridge Local Plan review will identify objectively assessed needs for housing and consider what targets are appropriate for the district in order to deliver sustainable development.



## **Being green to our core**

25. There are no direct implications from the review. The Greater Cambridge Local Plan review is seeking to develop policies which will respond to climate change.

## **Background Papers**

Background papers used in the preparation of this report:

[Cambridge Local Plan 2018](#)

[South Cambridgeshire Local Plan 2018](#)

[National Planning Policy Framework - GOV.UK \(www.gov.uk\)](#)

## **Appendices**

Appendix A – Cambridge Local Plan 2018 and South Cambridgeshire Local Plan 2018 Policy Review of the Adopted Local Plans for Greater Cambridge

## **Report Authors:**

Jonathan Dixon - Planning Policy Manager

Telephone: 07514 925952

jonathan.dixon@greatercambridgeplanning.org

Caroline Hunt – Strategic Planning Manager

Telephone: 07849 824745

caroline.hunt@greatercambridgeplanning.org

This page is left blank intentionally.

# APPENDIX A



Cambridge City Council and South  
Cambridgeshire District Council

## Policy Review of the Adopted Local Plans for Greater Cambridge

June 2023





## **Cambridge Local Plan 2018 and South Cambridgeshire Local Plan 2018**

### **Policy Review of the Adopted Local Plans for Greater Cambridge**

#### **Executive Summary**

Local plans must be reviewed at least every five years from the date of a plan's adoption. In autumn 2023 it will be five years since the Cambridge and South Cambridgeshire Local Plans were adopted and, therefore, a review of both plans has been undertaken, as set out in this report and its appendices. Work began on the joint Greater Cambridge Local Plan (GCLP) in 2019, as set out in the adopted plans, and, consequently, a process for the replacement of both plans is underway.

The key purpose of this current review, therefore, is to assess whether there are any relevant changes in national policy that might have a bearing on the weight accorded to adopted policies in determining development proposals. The outcome of the review is that the vast majority of policies in both adopted plans remain consistent with national policy and, therefore, can be given full weight until replaced by policies in the GCLP. The small number of exceptions principally relate to subsequent changes to national policy.

#### **1.0 Introduction**

- 1.1 It is a statutory requirement for all local plans to be reviewed at least every five years from the date of a plan's adoption<sup>1</sup>. The National Planning Policy Framework (NPPF) says in this regard that *'policies in local plans and spatial development strategies should be reviewed to assess whether they need updating at least once every five years, and should then be updated as necessary'*<sup>2</sup>.
- 1.2 The current Cambridge Local Plan was adopted in October 2018, while the South Cambridgeshire Local Plan was adopted a month earlier in September 2018. As it will be five years in autumn 2023 since the plans were adopted, a review of both plans' policies has been undertaken to meet the requirement to do so within this time period.

---

<sup>1</sup> In accordance with Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012, as amended in 2018.

<sup>2</sup> NPPF 2021, paragraph 33.

1.3 This report explains the background to the review, recognising the particular context of the preparation of the Greater Cambridge Local Plan to replace the two adopted plans. Against this background, the approach taken to the review is explained, while the review of policies itself is included in the form of a table for each plan, appended to this report.

## 2.0 Background to the Local Plans Policy Review

2.1 The NPPF provides further details for a local plan review, stating that it *'should take into account changing circumstances affecting the area, or any relevant changes in national policy. Relevant strategic policies will need updating at least once every five years if their applicable local housing need figure has changed significantly; and they are likely to require earlier review if local housing need is expected to change significantly in the near future'*<sup>3</sup>. The National Planning Practice Guidance (PPG) adds that the review process is a method to ensure that a plan and its policies remain effective<sup>4</sup>.

2.2 Through the Greater Cambridge City Deal the Councils committed to an early review of their local plans. This was in order to establish what impact the anticipated changed infrastructure situation and economic growth in the area might have on housing need and other aspects of spatial and transport planning. In addition, during the public examination hearings into the South Cambridgeshire Local Plan, a number of issues were highlighted for specific attention in the next review of the local plans. These relate to the assessment of housing needs, progress in delivering the development strategy and provision to meet the requirements of caravan dwellers. Policies in both adopted plans require that the next full review of each plan should start in 2019 and this is now well underway in the form of a single joint local plan, covering the whole of Greater Cambridge. Once adopted, the new joint Greater Cambridge Local Plan will replace the current adopted plans.

2.3 For these reasons, the principal purpose of undertaking a review of the adopted plans – to assess whether they need updating – has already been met. However, while it has been decided that the adopted plan policies will be replaced, until the new joint plan is adopted their statutory status in determining development proposals remains unchanged. The policy requirement contained within both Local Plans to undertake a review of the plan to commence before the end of 2019, does not mean that after 2019 or on the fifth year anniversary of the adoption of the plans the policies contained

---

<sup>3</sup> Ibid.

<sup>4</sup> PPG, Plan-Making, paragraph 063.

in them will cease to be part of the development plan or automatically be rendered out of date.<sup>5</sup>

### **3.0 Approach to the Policy Review**

- 3.1 Given the work already underway on the new joint plan, a key purpose of this exercise is to assess whether there are any relevant changes in national policy that need to be taken into account. The NPPF says that planning law requires that applications for planning permission be determined in accordance with the development plan, unless material considerations indicate otherwise. The NPPF itself is a material consideration in planning decisions<sup>6</sup>.
- 3.2 The NPPF also states that existing plan policies should not be considered out-of-date simply because they were adopted prior to the publication of the Framework. Due weight should be given to them according to their degree of consistency with the Framework<sup>7</sup>. This assessment is important because the NPPF includes a presumption in favour of sustainable development, which requires consideration of whether the most important policies for determining an application are out-of-date<sup>8</sup>. A policy may become out of date by reason of it being no longer consistent with more recently published national planning policy.
- 3.3 The current version of the NPPF was published in July 2021. Therefore, the adopted plans were prepared and examined against an earlier version. However, the overall changes between versions of the NPPF are not significant and, for this reason, it is to be expected that the majority of the adopted policies remain consistent with national policy.
- 3.4 The tables appended to this report provide a proportionate assessment for the adopted plans of whether each policy is consistent with national policy, addressed initially through the first two columns in the tables. The third column provides the most recent evidence or changed local circumstances concerning the policy topic, in particular how this might inform policies in the new joint local plan. The fourth column sets out which, if any, replacement policies will address the same policy topic in the new plan. The last column gives an overall 'RAG' rating of the adopted policy's consistency with national policy. The table below explains the basis for the rating in each case.

---

<sup>5</sup> Policy 9 in the Cambridge Local Plan 2018 and Policy S/13 in the South Cambridgeshire Local Plan 2018.

<sup>6</sup> NPPF 2021, paragraph 2.

<sup>7</sup> NPPF 2021, paragraph 219.

<sup>8</sup> NPPF 2021, paragraph 11.

RAG rating colour code	Basis for RAG rating
Green	Policy <b>remains consistent</b> with national policy and can be given full weight until replaced by policies in the Greater Cambridge Local Plan (GCLP).
Amber	Policy is <b>generally but not wholly consistent</b> with national policy. This might result in reduced weight being given in planning decisions to a policy or parts of a policy that do not remain consistent with national policy, depending on circumstances.
Red	Policy, or part of the policy, is <b>inconsistent</b> with national policy, which is likely to result in reduced weight until replaced by policies in the GCLP.

- 3.5 The outcome of the review is that the majority of policies in both adopted plans remain consistent with national policy (scoring green) and, therefore, can be given full weight until replaced by policies in the Greater Cambridge Local Plan. There are a small number of policies that are generally consistent with national policy (scoring amber), but parts of the policy are not considered to fully reflect more recent changes to national planning policy or legislation since the adoption of the Local Plans. The weight given to those parts of the policies may be reduced as a result, depending upon the circumstances of the individual planning decision under consideration.
- 3.6 A particular point of focus for a policy review, as set out in national policy and guidance, is whether local housing need has changed or is expected to change and the consequences of it. As noted in paragraph 2.2 of this report, this is one of the reasons for an early review of the plans.
- 3.7 The Councils' more recent annual report setting out the latest position on housing delivery and supply<sup>9</sup>, concludes that the Councils remain on course to meet their individual housing requirements for 2011-2031 as set out in the adopted plans. Furthermore, together, as Greater Cambridge, the two planning authorities can demonstrate a five year housing land supply based on the housing requirement in the adopted plans, consistent with the approach in the adopted Local Plans.
- 3.8 Both Council's Local Plans will be more than five years old from autumn 2023 and the Councils recognise the need to update their housing requirements through preparation of the new joint Local Plan. The approach contained in

---

<sup>9</sup> *Greater Cambridge Housing Trajectory and Five Year Housing Land Supply Report*, April 2023.



national planning guidance means that the five year supply calculation will no longer be based on the housing requirement in the adopted plans, but instead on the standard method<sup>10</sup>.

- 3.9 In terms of understanding the implications of national policy that will apply once the plans are 5 years old instead of the adopted policies, the Greater Cambridge Housing Trajectory and Five Year Housing Land Supply Report (April 2023) considered the results of this change in circumstances. The current combined annual housing requirement from the two plans is 1,675 new homes, while the annual requirement based on the standard method calculation is currently 1,770 dwellings. Based on the latest housing trajectory, it is anticipated that there will be a rolling five-year housing land supply going forwards when calculated using the standard method and applying a 5% buffer.
- 3.10 Through preparation of the Greater Cambridge Local Plan objectively assessed needs for homes and jobs will be considered and the extent to which those need can be met consistent with delivery of sustainable development, in particular water supply and housing delivery. The emerging plan and evidence have very limited weight in decision making and do not supersede national policy in respect of the figure of housing need that should be used for calculating five year supply in the period before the new Local Plan is adopted.

#### **4.0 Conclusion**

- 4.1 The Councils have met the statutory requirement to review their adopted local plans at least every five years from their adoption. The outcome of the review is that the policies will be updated once replaced by the joint Greater Cambridge Local Plan; and that the majority of policies in both adopted plans remain consistent with national policy and, therefore, these policies can be given full weight until replaced by the new joint plan.

**Appendix A:** Cambridge Local Plan 2018 – Five Yearly Policy Review

**Appendix B:** South Cambridgeshire Local Plan 2018 - Five Yearly Policy Review

---

<sup>10</sup> NPPF 2021, paragraph 74 and footnote 39.

**Appendix A**

**Cambridge Local Plan 2018 – Five Yearly Policy Review**

**The Spatial Strategy**

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>Policy 1:</b> The presumption in favour of sustainable development</p>	<p>Policy 1 remains generally consistent with national policy, although it does not fully reflect the wording of the current NPPF’s presumption in favour of sustainable development (paragraph 11), in particular 11a which adds that in promoting sustainable patterns of development all plans should align growth and infrastructure; improve the environment; mitigate climate change (including by making</p>	<p>The Planning Practice Guidance (PPG) indicates that there is no need for a plan to replicate directly the wording in the NPPF in a policy (<i>Plan Making</i>, paragraph 36).</p>	<p>No policy necessary in light of current guidance</p>	<p>The wording of the policy is generally consistent with national policy, but in any case the most recent version of the NPPF can be relied on alongside the NPPF. Local Policies are not required to replicate the NPPF.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	effective use of land in urban areas) and adapt to its effects.			
<p><b>Policy 2:</b> Spatial strategy for the location of employment development</p>	<p>The NPPF requires strategic plan policies to make sufficient provision for housing and employment needs (paragraph 20). It also says that planning policies should set out a clear economic vision and strategy, which positively and proactively encourages sustainable economic growth; and set criteria, or identify strategic sites, for local and inward investment to match the strategy and to meet anticipated needs over the plan period (paragraph 82). Policy 2 provides a vision for economic</p>	<p>The development strategy needs to be updated to take account of new housing and jobs forecasts to 2041 and beyond.</p>	<p>S/JH: New jobs and homes S/DS: Development strategy</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	growth and allocates sufficient land to meet this. It is, therefore, fully consistent with national policy.			
<b>Policy 3:</b> Spatial strategy for the location of residential development	The NPPF requires strategic plan policies to make sufficient provision for housing and employment needs (paragraph 20) and prepare plans with the objective of contributing to the achievement of sustainable development (paragraph 16a). Strategic policy-making authorities should establish a housing requirement figure for their whole area and should identify sufficient sites to meet this requirement (section 5). Policy 3 is	Through preparation of the Greater Cambridge Local Plan objectively assessed needs for homes and jobs will be considered and the extent to which those need can be met consistent with delivery of sustainable development, in particular water supply and housing delivery.	S/JH: New jobs and homes S/DS: Development strategy	The policy is generally consistent with national policy. All aspects of the policy remain green with the exception of:  from October 2023 until the new plan is adopted, the five year housing supply requirement will be based on the standard method reflecting the NPPF and the recognition that the housing requirement requires updating.  The updated NPPF also sets the buffer according to

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>consistent with national policy in this regard as it identifies the housing requirement for the plan period, allocates sufficient sites to meet this, and seeks to direct development to the most sustainable locations. However, the five year housing land supply calculation will, from October 2023 until adoption of the new joint plan, be based on the standard method in accordance with the more recent requirement of national policy (paragraph 74 and footnote 39).</p> <p>Paragraph 74 and footnote 41 of the NPPF (published in July 2021) provides</p>			<p>performance against the housing delivery test.</p> <p>These two specific aspects of the policy are Amber.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>guidance regarding the application of a housing land supply buffer which supersedes Policy 3.</p> <p>The Councils consider that it is now appropriate to apply a 5% buffer to their five year housing land supply calculations.</p>			
<p><b>Policy 4:</b> The Cambridge Green Belt</p>	<p>The NPPF requires Green Belt boundaries only to be altered in exceptional circumstances and provides detailed policy for assessing development proposals (section 13). Policy 4 is fully consistent with this approach.</p>	<p>The <i>Green Belt Assessment (2021)</i> considered that the purposes of the Cambridge Green Belt were still relevant and they were used to assess the potential harm of new development. The Greater Cambridge Local Plan will require that new development in the Green Belt will only</p>	<p>GP/GB: Protection and enhancement of the Cambridge Green Belt</p>	<p>Policy 4 states that new development will only be approved in accordance with Green Belt policy in the NPPF and, therefore, is consistent with it.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		be approved in accordance with Green Belt policy in the National Planning Policy Framework.		
<b>Policy 5:</b> Sustainable transport and infrastructure	The NPPF expects plan policies to promote sustainable transport (section 9); Policy 5 is consistent with this approach.	An update of the adopted policy will reflect the aims of the Cambridgeshire and Peterborough Local Transport & Connectivity Plan and national policy, whilst addressing the specific challenges and local opportunities within Greater Cambridge.	I/ST: Sustainable transport and connectivity	The policy is consistent with national policy.
<b>Policy 6:</b> Hierarchy of centres and retail capacity	The NPPF says that plan policies should define a network and hierarchy of town centres and promote their long-term vitality and viability (paragraph 86a). Policy 6 defines the hierarchy for Cambridge and	The Greater Cambridge <i>Retail and Leisure Study</i> (2023) will review and assess the retail hierarchy across the whole of Greater Cambridge. This will be reflected in the Greater Cambridge Local Plan.	J/RC: Retail and centres	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	identifies the need for additional floorspace during the plan period. It is, therefore, consistent with national policy.			
<b>Policy 7:</b> The River Cam	The NPPF expects strategic policies to make provision for conservation and enhancement of the natural environment, including green infrastructure (paragraph 20d). Policy 7 is consistent with national policy with regard to the importance of the River Cam.	The <i>Greater Cambridge Green Infrastructure Opportunity Mapping Report (2021)</i> and <i>Greater Cambridge Landscape Character Assessment (2021)</i> identify key features to protect and opportunities for enhancement of river corridors, including the River Cam and its tributaries. This will be reflected in the Greater Cambridge Local Plan.	BG/RC: River corridors	The policy is consistent with national policy.
<b>Policy 8:</b> Setting of the city	The NPPF expects strategic policies to make provision for	Local Plans need to ensure the varied character of different	BG/GI: Green infrastructure	The policy is consistent with national policy.



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>conservation and enhancement of the natural, built and historic environment, including landscapes and green infrastructure (paragraph 20d). Policy 8 responds positively to this requirement in national policy in the particular context of Cambridge’s setting.</p>	<p>parts of the area is properly considered in planning decisions. The <i>Greater Cambridge Landscape Character Assessment</i> (2021) has identified 33 different Landscape Character Areas with a distinct local identity and sense of place. This will be reflected in the Greater Cambridge Local Plan.</p>	<p>GP/LC: Protection and enhancement of landscape character J/AL: Protecting the best agricultural land</p>	
<p><b>Policy 9:</b> Review of the Local Plan</p>	<p>The policy specifies the need for an early plan review and, therefore, takes a proactive approach to the NPPF requirement for plans to be reviewed to assess whether they need updating at least once every five years (paragraph 33).</p>	<p>No change; review of adopted plan through the Greater Cambridge Local Plan is underway.</p>	<p>No policy necessary in light of current plan review.</p>	<p>The policy is consistent with national policy.</p>

**City Centre, Areas of Major Change, Opportunity Areas and site specific proposals**

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>Policy 10:</b> The City Centre</p>	<p>The NPPF expects planning policies to support the role that town centres play at the heart of local communities, by taking a positive approach to their growth, management and adaptation (paragraph 86). Policy 10 sets out the future role of the city centre in accordance with national policy and by identifying strategic development locations and opportunity areas and therefore it is consistent with the NPPF’s requirement that a plan should allocate sufficient sites to deliver the strategic</p>	<p>In terms of future policy direction, while Cambridge city centre remains a thriving regional centre providing a wide range of uses including shopping, leisure and tourist related activities, it is important that the centre can evolve in a way that supports changing consumer, retail and leisure habits while retaining its vibrancy and appeal, by continuing to provide for the needs of those living, working and studying in the city. This will be considered in the Greater Cambridge Local Plan.</p>	<p>J/RC: Retail and centres</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	priorities of the area (paragraph 23).			
<p><b>Policy 11:</b> Development in the City Centre Primary Shopping Area</p>	<p>This policy meets the NPPF’s requirement that policies should define the extent of town centres and primary shopping areas, and makes clear the range of uses permitted in such locations, as part of a positive strategy for the future of each centre (paragraph 86b). While the policy is consistent with this requirement, the controls over ground floor uses has been impacted by changes to the Use Classes Order, particularly the new, broad Class E, which includes shops and</p>	<p>The introduction of Use Class E – Commercial, Business and Service - means that some use changes can be made potentially without planning permission, such as shops becoming financial services, offices, or even light industrial uses. In some circumstances changes to residential uses is possible through permitted development rights. Policies in the Greater Cambridge Local Plan will need to respond to these changes, with the aim of protecting the vibrancy of existing centres.</p>	<p>J/RC: Retail and centres</p>	<p>The policy is generally consistent with national policy.</p> <p>However, the restriction on ground floor uses included in Table 3.1 has been impacted by changes to the Use Classes Order for uses that currently fall within Class E.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	offices amongst other uses.			
<p><b>Policy 12:</b> Fitzroy/Burleigh Street/Grafton Area of Major Change</p>	<p>This policy involves an area of major change within the city centre, including for new or expanded retail and leisure development. As such, it is consistent with national policy, which expects plan policies to allocate a range of suitable sites in town centres to meet the scale and type of development likely to be needed (paragraph 86d).</p>	<p>The Greater Cambridge Local Plan proposes to provide continued policy guidance for existing Areas of Major Change in the urban area of Cambridge identified in the adopted Local Plan, with any appropriate amendments to reflect current circumstances. This will ensure that development opportunities in these locations are progressed in a comprehensive manner, including ensuring careful integration with existing nearby communities.</p>	<p>S/AMC: Areas of Major Change</p>	<p>The policy is consistent with national policy.</p>
<p><b>Policy 13:</b> Cambridge East</p>	<p>The policy concerns a strategic development site comprising areas allocated for</p>	<p>Several developments allocated by this policy are under construction.</p>	<p>S/CE: Cambridge East</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>development and also safeguarded land for longer term development through plan review. It is consistent with the NPPF requirement that a plan should allocate sufficient sites to deliver the strategic priorities of the area (paragraph 23) and to identify safeguarded land between the urban area and the Green Belt, in order to meet longer-term development needs stretching well beyond the plan period (paragraph 43).</p>	<p>The Greater Cambridge Local Plan proposes to allocate land for a major new eastern quarter for Cambridge, enabling development of the airport site which was safeguarded for longer term development in the 2018 adopted Local Plans, identified as approximately 7,000 homes and 9,000 jobs in the First Proposals 2021. Marshall has advised the Councils of its commitment to relocate the Airport related uses and seeks to demonstrate the availability and deliverability of the site and has secured resolution to grant permission for an alternative site for the</p>		

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		Airport in a nearby authority.		
<p><b>Policy 14:</b> Areas of Major Change and Opportunity Areas – general principles</p>	<p>As above, but relating to strategic locations as a whole, which are identified as Areas of Major Change and Opportunity Areas.</p>	<p>The Greater Cambridge Local Plan proposes to provide continued policy guidance for existing Areas of Major Change in the urban area of Cambridge identified in the adopted Local Plan, with any appropriate amendments to reflect current circumstances. This will ensure that development opportunities in these locations are progressed in a comprehensive manner, including ensuring careful integration with existing nearby communities. Two new Opportunity Areas are proposed that are currently areas of low density, large-scale</p>	<p>S/NEC: North East Cambridge                      S/AMC: Areas of Major Change                      S/OA: Opportunity Areas in Cambridge                      S/CBC: Cambridge Biomedical Campus (including Addenbrooke’s Hospital)                      S/WC: West Cambridge                      S/EOC: Other site allocations on the edge of Cambridge</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		retail uses with extensive surface car parking. This does not make very good use of an expansive area of land in the heart of Cambridge (Newmarket Road Retail Park and Beehive Centre).		
<p><b>Policy 15:</b> Cambridge Northern Fringe East and new railway Station Area of Major Change</p>	<p>The policy concerns a strategic development site and, therefore, is consistent with the NPPF’s requirement that a plan should allocate sufficient sites to deliver the strategic priorities of the area (paragraph 23).</p>	<p>The allocation of Cambridge Northern Fringe East is proposed to be incorporated into a wider North East Cambridge allocation. The emerging North East Cambridge Area Action Plan responds to the adopted policy reference to preparation of an AAP and the site is also proposed to be included in the emerging Greater Cambridge Local Plan for a mix of employment and</p>	<p>S/NEC: North East Cambridge</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		residential development, predicated on the relocation of the Cambridge Waste Water Treatment Plant.		
<b>Policy 16:</b> South of Coldham’s Lane Area of Major Change	As above, with regard to this Area of Major Change.	The Greater Cambridge Local Plan proposes to provide continued policy guidance for existing Areas of Major Change in the urban area of Cambridge identified in the adopted Local Plan, with any appropriate amendments to reflect current circumstances. This will ensure that development opportunities in these locations are progressed in a comprehensive manner, including ensuring careful integration with existing nearby communities.	S/AMC: Areas of Major Change S/C/SCL Land South of Coldham's Lane, Cambridge	The policy is consistent with national policy.



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>Policy 17:</b> Cambridge Biomedical Campus (including Addenbrooke’s Hospital) Area of Major Change</p>	<p>As above, with regard to this Area of Major Change.</p>	<p>The Cambridge Biomedical Campus is subject to continued development, and revisions to the masterplan are needed to improve the overall experience of the site for workers and visitors. Work is underway to inform a policy in the new local plan..</p>	<p>S/CBC: Cambridge Biomedical Campus (including Addenbrooke’s Hospital)</p>	<p>The policy is consistent with national policy.</p>
<p><b>Policy 18:</b> Southern Fringe Areas of Major Change</p>	<p>As above, with regard to this Area of Major Change.</p>	<p>Existing allocations at Cambridge Southern Fringe, including Clay Farm, Glebe Farm, and Trumpington Meadows, are likely to be built out by the time the Greater Cambridge Local Plan is adopted, therefore the existing plan policies will no longer be required. The new homes on the existing allocation at Bell School have been</p>	<p>S/EOC: Other site allocations on the edge of Cambridge</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		completed; however, the new student accommodation also included within this allocation has not yet been started. The need for the allocation at Bell School will be kept under review.		
<b>Policy 19:</b> West Cambridge Area of Major Change	As above, with regard to this Area of Major Change.	Outline planning permission was approved in July 2021 providing a long-term vision and strategy for the comprehensive development of the site, and creation of the West Cambridge Innovation District. This provides significant opportunities for academic and commercial research, along with a range of other supporting facilities. A policy will be needed in the Greater	S/WC: West Cambridge	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		Cambridge Local Plan to set out what will be expected of future development proposals as the site evolves during the plan period.		
<b>Policy 20:</b> Land between Huntingdon Road and Histon Road Area of Major Change	As above, with regard to this Area of Major Change.	The adopted Local Plans allocate developments on the north west edge of Cambridge, referred to as Darwin Green. The part of the site in Cambridge has outline planning permission, and some parcels have detailed planning permission or are under construction. The land in South Cambridgeshire has yet to gain planning permission. Given that the site will still be coming forward when the new plan is adopted it is proposed to carry	S/EOC: Other site allocations on the edge of Cambridge	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		forward the allocations into the emerging plan.		
<b>Policy 21:</b> Station Areas West and Clifton Road Area of Major Change	As above, with regard to this Area of Major Change.	The emerging Greater Cambridge Local Plan proposes to provide continued policy guidance for existing Areas of Major Change in the urban area of Cambridge identified in the adopted Local Plan, with any appropriate amendments to reflect current circumstances. This will ensure that development opportunities in these locations are progressed in a comprehensive manner, including ensuring careful integration with existing nearby communities.	S/AMC: Areas of Major Change	The policy is consistent with national policy.
<b>Policy 22:</b> Mitcham’s Corner Opportunity Area	The policy concerns a strategic area with regard to development	The emerging Greater Cambridge Local Plan proposes to continue to	S/OA: Opportunity Areas in Cambridge	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	and redevelopment opportunities. It is, therefore, consistent with the NPPF requirement that a plan should allocate sufficient sites to deliver the strategic priorities of the area (paragraph 23), as well as national policy regarding sustainable transport (section 9) and achieving well-designed places (section 12).	provide planning guidance in this and other areas proposed to be carried forward from the adopted Plan, with any appropriate amendments to reflect current circumstances; although the site boundaries will be considered in preparing the draft plan.		
<b>Policy 23:</b> Eastern Gate Opportunity Area	As above.	As above.	S/OA: Opportunity Areas in Cambridge	The policy is consistent with national policy.
<b>Policy 24:</b> Mill Road Opportunity Area	As above.	As above.	S/OA: Opportunity Areas in Cambridge	The policy is consistent with national policy.
<b>Policy 25:</b> Cambridge Railway Station, Hills Road Corridor to the City Centre Opportunity Area	As above.	As above.	S/OA: Opportunity Areas in Cambridge	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>Policy 26:</b> Old Press/Mill Lane Opportunity Area	As above.	As above.	S/OA: Opportunity Areas in Cambridge	The policy is consistent with national policy.
<b>Policy 27:</b> Site specific development opportunities	The policy concerns allocation of development sites and, therefore, is consistent with the NPPF requirement that a plan should allocate sufficient sites to deliver the strategic priorities of the area (paragraph 23).	For the emerging joint local plan, specific development opportunities have been considered in addition to those already extant from the adopted plan. These have been informed by the <i>Housing and Employment Land Availability Assessment</i> (2021). Two new sites have been identified in the Cambridge urban area – one for new homes and one for new employment uses. There are some existing allocations which are no longer anticipated to come forward for the use	Policy S/NEC: North East Cambridge Policy S/LAC: Other site allocations in Cambridge Policy S/CE: Cambridge East Policy S/NWC: North West Cambridge Policy S/CBC: Cambridge Biomedical Campus (including Addenbrooke’s Hospital) Policy S/WC: West Cambridge Policy S/EOC: Other site allocations on the edge of Cambridge	The policy is consistent with national policy.

Policy Review of the Adopted Local Plans for Greater Cambridge June 2023

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		<p>allocated. They are therefore proposed to be removed from the plan unless additional evidence to continue to include them comes forward during the plan making process.</p>		

**Responding to Climate change and managing resources**

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>Policy 28:</b> Carbon reduction, community energy networks, sustainable design and construction, and water use</p>	<p>The NPPF requires that plans should take a proactive approach to mitigating and adapting to climate change (paragraph 153). By requiring applicants to provide a Sustainability Statement, Policy 28 is consistent with this approach. The Planning Practice Guidance (PPG) indicates that where there is a clear local need, local planning authorities can set out policies requiring new dwellings to meet the tighter Building Regulations optional requirement of 110 litres/person/day (Housing: optional</p>	<p>The <i>Net Zero Carbon Study</i> (2021) advises that new buildings need to be built to net zero carbon as soon as possible to enable Greater Cambridge to play its part in meeting the UK’s carbon budgets. In order to support the transition to net zero carbon and keep Greater Cambridge within its carbon budget, the emerging Greater Cambridge Local Plan will need to facilitate both community and commercial scale renewable energy generation, with a blend of both wind and solar based energy. The</p>	<p>CC/NZ: Net zero carbon new buildings                      CC/WE: Water efficiency in new developments                      CC/DC: Designing for a changing climate                      CC/CE: Reducing waste and supporting the circular economy                      WS/HD: Creating healthy new developments</p>	<p>The policy is consistent with national policy.</p>



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	technical standards, paragraph 14). Policy 28 reflects this approach.	<i>Greater Cambridge Integrated Water Management Study (IWMS, 2021)</i> has shown that the current level of water abstraction from the chalk aquifer is widely believed to be unsustainable. The IWMS has shown that 80 litres/person/day is achievable by making full use of water efficient fixtures and fittings, and also water re-use measures on site. Draft regional and water company resource management plans highlight the importance of delivering high levels of water efficiency.		
<b>Policy 29:</b> Renewable and low carbon energy generation	By supporting development involving the provision of renewable and/or low	In order to support the transition to net zero carbon and keep	CC/RE: Renewable energy projects and infrastructure	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	carbon energy generation, the policy reflects the approach to addressing this issue included in the NPPF (paragraphs 155 – 156).	Greater Cambridge within its carbon budget, updated policies in the emerging local plan will need to facilitate both community and commercial scale renewable energy generation, with a blend of both wind and solar based energy.		
<b>Policy 30:</b> Energy-efficiency improvements in existing dwellings	The requirement in this policy for extensions to or conversions of buildings to be energy efficient reflects the purpose of the planning system to contribute to the achievement of sustainable development (NPPF, paragraph 7).	This policy approach is not proposed to be carried forward into the new Local Plan as it has proved to be ineffective as planning conditions can only be applied to the works for which planning permission has been sought.	None	The policy is consistent with national policy.
<b>Policy 31:</b> Integrated water management and the water cycle	The PPG indicates that flood risk can be reduced and biodiversity and	An updated policy, integrating existing policies in the adopted Local Plan, is proposed	CC/FM: Flooding and integrated water management	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>amenity improved by designing development that includes permeable surfaces and other sustainable drainage systems (<i>Water supply, wastewater and water quality</i>, paragraph 019). The policy is consistent with this approach.</p>	<p>for the emerging plan to supplement national policy with local considerations, and to ensure that water is managed sustainably.</p>		
<p><b>Policy 32:</b> Flood risk</p>	<p>The NPPF requires that strategic policies should be informed by a strategic flood risk assessment and should manage flood risk from all sources (paragraph 160). Policy 32 meets these requirements and requires flood risk assessments and application of the sequential test in accordance with national policy.</p>	<p>A <i>Greater Cambridge Level 1 Strategic Flood Risk Assessment</i> (SFRA, 2021) has been prepared which identifies areas that may flood from all sources, including rivers, surface water, groundwater, sewers and reservoirs.</p>	<p>CC/FM: Flooding and integrated water management</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>Policy 33:</b> Contaminated land</p>	<p>This policy responds to the requirement in the NPPF that policies should ensure that a site is suitable for its proposed use, taking account of ground conditions and any risks arising from land instability and contamination (paragraph 183a).</p>	<p>Plan policies respond to the requirement in national policy in a local context.</p>	<p>WS/HS: Pollution, health and safety</p>	<p>The policy is consistent with national policy.</p>
<p><b>Policy 34:</b> Light pollution control</p>	<p>The NPPF requires that policies ensure that new development is appropriate for its location taking into account the likely effects. This includes limiting the impact of pollution from artificial light, including on local amenity and nature conservation (paragraph 185c). Policy 34 seeks to</p>	<p>As above.</p>	<p>WS/HS: Pollution, health and safety</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	control any harmful effects of external lighting and, therefore, is consistent with national policy.			
<b>Policy 35:</b> Protection of human health and quality of life from noise and vibration	As above, but with regard to the effects of noise from development.	As above.	WS/HS: Pollution, health and safety	The policy is consistent with national policy.
<b>Policy 36:</b> Air quality, odour and dust	Policy 36 reflects the requirement in the NPPF that policies should sustain and contribute towards compliance with relevant limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and Clean Air Zones; and the cumulative impacts from individual	A particular issue is to ensure there is no adverse effect on air quality in air quality management areas (AQMA), which are currently in effect in the city centre.	WS/HS: Pollution, health and safety	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	sites in local areas (paragraph 186).			
<b>Policy 37:</b> Cambridge Airport Public Safety Zone and Air Safeguarding Zones	The NPPF takes a broad approach to this issue, indicating that plans should recognise the importance of maintaining a national network of general aviation airfields and have regard to the Government’s General Aviation Strategy (paragraph 106f). Policy 37 is appropriate in the specific context of the need for safeguarding around Cambridge Airport.	In addition to Cambridge Airport there are a number of established aerodromes and smaller airfields in Greater Cambridge, including Imperial War Museum Duxford. Policies are needed to ensure aviation development does not negatively impact environment and human health, and that impacts of proposals are fully considered, and the continuation of this approach is proposed for the emerging Greater Cambridge Local Plan.	I/AD: Aviation development	The policy is consistent with national policy.
<b>Policy 38:</b> Hazardous installations	This policy reflects the broad provisions in national policy concerning hazardous installations and	Plan policies respond to the requirement in national policy in a local context.	WS/HS: Pollution, health and safety	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	substances (paragraph 45).			
<b>Policy 39:</b> Mullard Radio Astronomy Observatory, Lord's Bridge	This policy reflects the broad principles of the NPPF with regard to safeguarding important strategic and local infrastructure.	Policy in the Greater Cambridge Local Plan will continue to safeguard important infrastructure from any adverse effects of new development.	I/SI: Safeguarding important infrastructure	The policy is consistent with national policy.

### Supporting the Cambridge economy

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>Policy 40:</b> Development and expansion of business space</p>	<p>This policy concerns strategic development locations and, therefore, is consistent with the NPPF requirement that planning policies should set criteria, or identify strategic sites, for local and inward investment to match the strategy and to meet anticipated needs over the plan period (paragraph 82b).</p>	<p>A range of key employment locations are proposed to be identified in the Greater Cambridge Local Plan to support the Cambridge economy.</p>	<p>J/NE: New employment and development proposals</p> <p>J/EP: Supporting a range of facilities in employment parks</p>	<p>The policy is consistent with national policy.</p>
<p><b>Policy 41:</b> Protection of business space</p>	<p>By protecting existing employment uses, this policy is consistent with the NPPF’s expectation that policies should help create the conditions in which</p>	<p>Less local employment opportunities can reduce the vibrancy of communities and mean people have to travel further for work, or to access local services. It</p>	<p>MS/MU: Meanwhile uses during long term redevelopments</p>	<p>The policy is consistent with national policy.</p>



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	businesses can invest, expand and adapt (paragraph 81).	would be unreasonable to protect employment sites in perpetuity, but policies can seek to ensure that alternative employment opportunities have been explored before sites are lost. The Greater Cambridge Local Plan proposes to continue to protect employment land from loss to other uses	J/PB: Protecting existing business space	
<b>Policy 42:</b> Connecting new developments to digital infrastructure	This policy is consistent with the NPPF’s expectation that plan policies should support the expansion of electronic communications networks, including full fibre broadband	The Greater Cambridge economy is driven by businesses in knowledge-based sectors with businesses that rely on the use of cutting-edge digital technology. An updated policy proposal has been included in the Greater	I/DI: Digital infrastructure	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	connections (paragraph 114).	Cambridge Local Plan to ensure that adequate and appropriate digital infrastructure is provided in new development.		
<b>Policy 43:</b> University development	By supporting university-related development in general and including specific development sites, this policy is consistent with the NPPF's requirement to address education provision and strategic priorities (paragraph 20).	The University of Cambridge continues to be a world leader in higher education and research. It is also a vital driver of the Cambridge economy and is the reason why so many high technology and knowledge-based employers decide to locate in the city. It contributes to, and is dependent upon, the quality of life in the city and city centre. ARU has made significant investment in its East	J/FD: Faculty development and specialist/language schools	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		Road sites which remain the most sustainable location for future investment.		
<b>Policy 44:</b> Specialist colleges and language schools	This policy seeks to manage the development of existing and new specialist colleges and language schools. As such, it is a policy tailored to a specific issue arising in a local context, but is otherwise consistent with national policy.	There are a growing number of specialist colleges in Cambridge, which is an important centre for the study of English as a foreign language. These institutions can have significant economic benefit, but it is important that the impacts of their growth are properly managed, including the additional burdens on the housing market. It is therefore important to support the growth of higher education institutions,	J/FD: Faculty development and specialist/language schools	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		language schools and specialist colleges while minimising the potential impact of their new development.		

## Maintaining a balanced supply of housing

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>Policy 45:</b> Affordable housing and dwelling mix</p>	<p>The NPPF requires the tenure of homes needed for different groups in the community, including those requiring affordable homes, to be assessed and that the results of that assessment be reflected in planning policies (paragraphs 62 – 65). Policy 45 is largely consistent with national policy in this regard. However, the current NPPF says that where major development involving the provision of housing is proposed, planning policies should expect at least 10% of the total number of homes to be</p>	<p><i>A Housing Needs of Specific Groups study for Cambridgeshire and West Suffolk (2021) and Addendum for Greater Cambridge (2021)</i> will be used to inform the preparation of new policies.</p> <p>Plan policies set out how the Council will secure affordable homes and a mix of sizes and types of homes on new developments to address the identified need and create balanced and mixed communities.</p> <p>A replacement policy in the emerging Local Plan will continue to set out</p>	<p>H/AH: Affordable housing H/HM: Housing mix</p>	<p>The policy is generally consistent with national policy. However, whilst the policy is flexible regarding the affordable housing tenure mix, it does not specifically reflect the more recent requirement in national policy for at least 10% of the total number of homes on a major development to be available for affordable home ownership or the more recent Written Ministerial Statement and national planning guidance relating to First Homes.</p> <p>For consistency with national planning policy and as set out in a</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>available for affordable home ownership (as part of the overall affordable housing contribution from the site) unless certain exemptions apply (paragraph 65). Policy 45 does not specifically reflect this more recent requirement, although is flexible enough to accommodate it.</p> <p>A Written Ministerial Statement and national planning guidance have also introduced First Homes as a form of affordable housing and set out that First Homes should account for at least 25% of affordable homes delivered on a development that is</p>	<p>how the Council will secure affordable homes on new developments to address the identified need, and respond to the latest national planning policy and guidance.</p>		<p>decision taken by planning committee in November 2018, the Council is already applying the national policy requirement set out in NPPF paragraph 64 and the definition of major development, of seeking affordable housing on sites of 10 or more dwellings, rather than the threshold of 11 or more dwellings set out in Policy 45.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>expected to provide affordable homes.</p> <p>Policy 45 requires that affordable housing is provided on sites of 11 dwellings or more, whereas the NPPF (paragraph 64) sets the threshold as major developments (10 dwellings or more). This difference between national and local policy was identified soon after plan adoption, and a decision was taken by planning committee in November 2018 to apply the policy to 10 or more dwellings reflecting national planning policy.</p>			

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>Policy 46:</b> Development of student housing</p>	<p>National policy requires the housing needs for different groups in the community to be assessed and reflected in planning policies, including students (paragraph 62). Policy 46 is consistent with this requirement.</p>	<p>Students make up a significant proportion of the population of Cambridge and if adequate provision is not made for their needs in suitable locations this would lead to significant pressures on the local housing market. The existing plan policy for Cambridge, setting out policy requirements for student housing, is proposed to provide the basis for the replacement policy in the Greater Cambridge Local Plan .</p>	<p>H/SA: Student accommodation</p>	<p>The policy is consistent with national policy.</p>
<p><b>Policy 47:</b> Specialist housing</p>	<p>National planning policy requires the size, type and tenure of homes needed for different groups in the community to be assessed and that the</p>	<p>Providing specialist accommodation can help people to live independently whilst staying within their local community. Plan policies therefore need to set out</p>	<p>H/SH: Specialist housing and homes for older people</p>	<p>The policy is consistent with national policy.</p>



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>results of that assessment be reflected in planning policies (paragraph 62). Policy 47 responds to this requirement with regard to specialist housing, which is designed so that support can be provided to its occupants where required (and often to others in the wider community) while promoting independent living.</p>	<p>how the Council will deliver sufficient specialist housing to meet the identified need and how proposals for new specialist housing will be considered.</p>		
<p><b>Policy 48:</b> Housing in multiple occupation</p>	<p>As above, but with regard to houses in multiple occupation (which is not specifically referenced in national policy).</p>	<p>Houses in Multiple Occupation (HMOs) form an important part of the housing market in Cambridge, with a significant number occupied by students. HMOs can change the nature of an area, and</p>	<p>H/MO: Houses in multiple occupation (HMOs)</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		<p>can be seen to be associated with negative impacts. Policy in the emerging Greater Cambridge Local Plan proposes to set out the specifications that should be met so that HMOs provide a standard of accommodation equivalent to that provided in other new residential developments.</p>		
<p><b>Policy 49:</b> Provision for Gypsies and Travellers</p>	<p>The NPPF requires the size, type and tenure of housing needed for different groups in the community, including travellers, to be assessed and reflected in planning policies (paragraph 62). More details are set out in the separate policy</p>	<p>A new accommodation needs assessment has been commissioned. The needs assessment will seek to identify the needs of Gypsies and Travellers meeting different definitions, including those that no longer travel, as part of the requirement under</p>	<p>H/GT: Gypsy and Traveller and Travelling Showpeople sites</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	document, <i>Planning Policy for Traveller Sites</i> . Policy 49 seeks to address this requirement, although no additional need for traveller pitches is identified.	the Housing Act to consider the needs of people living on sites on which caravans can be stationed. This potential need was one of the issues highlighted by the Inspector examining the 2018 Local Plans to be addressed through this Local Plan review, and the plan will need to identify how this need will be addressed.		
<b>Policy 50:</b> Residential space standards	National planning policy states that planning policies should ensure that developments create places with a high standard of amenity for existing and future users. It allows local authorities to include planning policies that make use of the nationally	The emerging Greater Cambridge Local Plan suggests gross internal floor areas for all new homes should continue to be required to meet or exceed the nationally described residential space standards.	H/SS: Residential space standards and accessible homes	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	described residential space standard (paragraph 130f and footnote 49), which Policy 50 does.			
<b>Policy 51:</b> Accessible homes	As above. The NPPF also says that planning policies for housing should make use of the Government’s optional technical standards for accessible and adaptable housing, where this would address an identified need for such properties (footnote 49), which Policy 51 does.	The emerging Greater Cambridge Local Plan proposes requiring all new homes to be Building Regulations M4(2) ‘accessible and adaptable’ dwellings, which allows for dwellings to be adapted over time, including to accommodate a wheelchair user(s), or to take account of other disability or mobility issues.	H/SS: Residential space standards and accessible homes	The policy is consistent with national policy.
<b>Policy 52:</b> Protecting garden land and the subdivision of existing dwelling plots	National policy indicates that plans should consider the case for setting out policies to resist inappropriate	The emerging Greater Cambridge Local Plan proposes to continue the approach of the adopted plan by resisting inappropriate	H/GL: Garden land and subdivision of existing plots	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	development of residential gardens, for example where development would cause harm to the local area (paragraph 71). Policy 52 is consistent with this approach.	development of residential gardens and the subdivision of existing plots. This will be done by reference to a range of factors including potential harm to local character, adequacy of remaining amenity space, trees, heritage and biodiversity.		
<b>Policy 53:</b> Flat conversions	National planning policy states that planning policies should ensure that developments create places with a high standard of amenity for existing and future users (paragraph 130f). In this regard, Policy 53 is responding to a specific issue arising in a local context, concerning the effects of conversion of single dwellings into	Evidence related to the adopted policy is included in the supporting text.	None. Issues addressed in the current policy will be addressed across a number of new policies.	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	flats. As such, it is consistent with national policy.			
<b>Policy 54:</b> Residential moorings	National policy requires that the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies (paragraph 62); this includes the accommodation needs of those residing in houseboats. Policy 54 is consistent with this requirement.	An update of the accommodation needs assessment is being carried out which will assess the needs of house boat dwellers. The adopted policy for considering proposals for new residential moorings is proposed to be carried forward to apply to the whole of Greater Cambridge.	H/RM: Residential moorings	The policy is consistent with national policy.

### Protecting and enhancing the character of Cambridge

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>Policy 55:</b> Responding to context	By requiring development to respond to local context and character, the policy is consistent with a central objective of the NPPF, to achieve well-designed places (section 12).	National planning policy emphasises the need to create a robust policy framework to achieve high quality design. Since the Local Plan was adopted the NPPF has been updated to reference the role of the National Design Guide and National Model Design Code (paragraph 128).	GP/PP: People and place responsive design GP/QD: Achieving high quality development	The policy is consistent with national policy.
<b>Policy 56:</b> Creating successful places	As above, with regard to high quality design.	As above.	GP/PP: People and place responsive design GP/QD: Achieving high quality development	The policy is consistent with national policy.
<b>Policy 57:</b> Designing new buildings	As above, with regard to the design of new buildings.	As above.	CC/CE: Reducing waste and supporting the circular economy GP/QD: Achieving high quality development	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>Policy 58:</b> Altering and extending existing buildings	As above, with regard to proposals to alter or extend existing buildings.	As above	GP/QD: Achieving high quality development	The policy is consistent with national policy.
<b>Policy 59:</b> Designing landscape and the public realm	As above, with regard to design quality as it relates to landscaping and the public realm.	The spaces between, around and within buildings, streets, squares, parks and open spaces all play a key role in supporting public life and fostering social interaction.	GP/QP: Establishing high quality landscape and public realm	The policy is consistent with national policy.
<b>Policy 60:</b> Tall buildings and the skyline in Cambridge	This policy responds to the need to ensure development is sensitive to Cambridge’s historic centre and its setting. As such, it is consistent with national policy as it relates to conserving and enhancing the historic environment (section 16) and good design (section 12).	Greater Cambridge’s historic and natural environments define the character and setting of the City and rural areas, contributing significantly to quality of life and forming a very significant part of the backdrop to a successful and growing area.	GP/QD: Achieving high quality development	The policy is consistent with national policy.



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>Policy 61:</b> Conservation and enhancement of Cambridge’s historic environment	The policy is consistent with the NPPF’s provisions for conserving and enhancing the historic environment (section 16).	As above.	GP/HA: Conservation and enhancement of heritage assets	The policy is consistent with national policy.
<b>Policy 62:</b> Local heritage assets	As above.	As above.	GP/HA: Conservation and enhancement of heritage assets	The policy is consistent with national policy.
<b>Policy 63:</b> Works to a heritage asset to address climate change	This policy recognises a specific issue concerning the need to enable adaptation of historic buildings to address climate change, as long as there is adequate safeguarding of the heritage asset. As such, the policy accords with national policy as it relates to these issues.	The <i>Net Zero Carbon Study (2021)</i> shows that existing buildings account for one third of all greenhouse gas emissions. The emerging Local Plan will therefore provide clarity to owners of heritage assets on how to undertake sensitive works to address the performance of their buildings, in line with best practice guidance for heritage assets.	GP/CC: Adapting heritage assets to climate change	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>Policy 64:</b> Shopfronts, signage and shop security measures	This policy concerns shopfront and related design issues, including historic shopfronts. As such, it is consistent with the NPPF's objectives to achieve well-designed places (section 12) and to conserve and enhance the historic environment (section 16).	National planning policy emphasises the need to create a robust policy framework to achieve high quality design and this is supported by the National Design Guide.	GP/QD: Achieving high quality development GP/HA: Conservation and enhancement of heritage assets	The policy is consistent with national policy.
<b>Policy 65:</b> Visual pollution	As above, with regard to preventing visual pollution arising from advertising, street furniture and other infrastructure.	As above.	GP/QP: Establishing high quality landscape and public realm	The policy is consistent with national policy.
<b>Policy 66:</b> Paving over front gardens	This policy seeks to manage the paving over of front gardens in the interests of avoiding surface water flooding, the character and appearance of the	The policy supports both good design and sustainable development principles.	GP/QD: Achieving high quality development	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>area, and biodiversity. It is, therefore, consistent with the NPPF's objectives relating to these matters.</p>			
<p><b>Policy 67:</b> Protection of open space</p>	<p>The NPPF requires that existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless a number of criteria are met (paragraph 99). Policy 67 reflects the provisions of national policy in this regard.</p>	<p>Settlements contain a wide variety of open spaces that make significant contributions to the character of places, but also provide important local amenities. It is important that these are protected from development that could have an adverse impact on these qualities.</p>	<p>BG/GI: Green infrastructure BG/PO: Protecting open spaces</p>	<p>The policy is consistent with national policy.</p>
<p><b>Policy 68:</b> Open space and recreation provision through new development</p>	<p>This policy is consistent with the NPPF's requirement that policies should plan positively for the provision and use of shared spaces and community facilities,</p>	<p>Open spaces not only help support the health, social and cultural well-being of local communities, but also help support strategies to mitigate the adverse effects of climate change. The varied nature</p>	<p>BG/EO: Providing and enhancing open spaces WS/CF: Community, sports and leisure facilities</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	including open space (paragraph 93a); and that this can be secured through developer contributions (paragraph 34).	of the area means that tailored solutions will be required for provision of open space in new development.  Updated evidence regarding the need for sports and open space will be prepared to inform the local plan review.		
<b>Policy 69:</b> Protection of sites of biodiversity and geodiversity importance	The NPPF requires the protection and enhancement of sites of biodiversity and geodiversity importance, with the level of protection being appropriate to its international, national or local significance (paragraph 179). Policy 69 is consistent with this approach.	The Greater Cambridge Local Plan will continue protection of important sites. Designated biodiversity sites within and close to Greater Cambridge are being impacted by increasing numbers of visitors – an issue that needs to be addressed to protect these vulnerable habitats and the species they support.	BG/BG: Biodiversity and geodiversity	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>Policy 70:</b> Protection of priority species and habitats</p>	<p>This policy is consistent with the requirement in national policy that plans should protect and enhance biodiversity, including priority habitats and species, and pursue opportunities for securing measurable net gains for biodiversity (paragraph 179).</p>	<p>There is a continued need to protect priority species and habitats in accordance with legislation and national policy.</p> <p>Under the Environment Act 2021, most development will be required to deliver a minimum biodiversity net gain of 10% from November 2023.</p> <p>At an Oxford-Cambridge Partnership level the authorities have agreed a set of Environmental Principles which include the aims of doubling the area of land managed primarily for nature, and also to deliver a minimum 20% biodiversity net gain on development sites. These ambitions, together with the relatively low level</p>	<p>BG/BG: Biodiversity and geodiversity</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		of designated sites and priority habitats in Greater Cambridge, highlight the need for development to bring further net gains beyond the 10% proposed nationally. This will be addressed in the emerging Greater Cambridge Local Plan.		
<b>Policy 71: Trees</b>	The NPPF says that trees make an important contribution to the character and quality of urban environments, and can also help mitigate and adapt to climate change; and plan policies should ensure that existing trees are retained wherever possible (paragraph 131). Policy 71 is consistent with	Locally, low tree and tree canopy cover is recognised as a weakness within the ecological network of Greater Cambridge. The Cambridge City Council Citywide Tree Strategy 2016-26 Canopy Cover Project seeks to support Cambridge City Council’s aim of achieving 19% tree cover by the 2050s; South Cambridgeshire also has identified a priority of increasing	BG/TC: Improving tree canopy cover and the tree population	The policy is consistent with national policy.

Policy Review of the Adopted Local Plans for Greater Cambridge June 2023

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	national policy in this regard.	tree canopy cover in it is Doubling Nature Strategy.		

**Services and local facilities**

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>Policy 72:</b> Development and change of use in district, local and neighbourhood centres</p>	<p>This policy meets the NPPF’s requirement that policies should define the extent of town centres and primary shopping areas, and make clear the range of uses permitted in such locations, as part of a positive strategy for the future of each centre (paragraph 86b). While the policy is consistent with this requirement as it relates to other centres, the controls over ground floor uses has been impacted by changes to the Use Classes Order, particularly the new, broad Class E, which includes shops and</p>	<p>The introduction of Use Class E – Commercial, Business and Service - means that some use changes can be made potentially without planning permission, such as shops becoming financial services, offices, or even light industrial uses. In some circumstances changes to residential uses is possible through permitted development rights. Policies in the emerging Greater Cambridge Local Plan will need to adapt to these changes, with the aim of protecting the vibrancy of existing centres.</p>	<p>J/RC: Retail and centres</p>	<p>The policy is generally consistent with national policy. However, the restriction on some ground floor uses have been impacted by changes to the Use Classes Order, particularly Class E.</p>



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	offices amongst other uses.			
<p><b>Policy 73:</b> Community, sports and leisure facilities</p>	<p>This policy is consistent with the NPPF's requirement that policies should plan positively for the provision and use of shared spaces, community facilities (such as local shops, meeting places, sports venues, open space, cultural buildings, public houses and places of worship) and other local services to enhance the sustainability of communities and residential environments (paragraph 93a).</p>	<p>Community, cultural, education, sports and leisure services and facilities play an important role in making places vibrant, healthy and sustainable. These are important in both new and established settlements. Policies are needed to ensure these facilities and services are delivered to support new development. Appropriate care is also needed to ensure new facilities do not undermine existing facilities. It is also equally important to ensure these are protected from loss to alternative uses, to</p>	<p>WS/CF: Community, sports and leisure facilities</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		support established settlements.		
<b>Policy 74:</b> Education facilities	This policy is consistent with the objective in national policy that development should be supported by sufficient infrastructure, including making provision for education, and that this can be secured through developer contributions (paragraphs 20b and c, and 34).	As above.	WS/CF: Community, sports and leisure facilities	The policy is consistent with national policy.
<b>Policy 75:</b> Healthcare facilities	National policy says that plan policies should address the provision of community facilities, including for health (paragraphs 20c and 28). By supporting the provision of such facilities within sustainable locations Policy 75 is consistent with the NPPF.	As above.	WS/CF: Community, sports and leisure facilities	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>Policy 76:</b> Protection of public houses	This policy is consistent with the NPPF's requirement that policies should plan positively for the provision and use of shared spaces and community facilities, including public houses, to enhance the sustainability of communities and residential environments (paragraph 93a).	Public houses are an important part of local communities. They help to foster social interaction and local community life in both urban and rural areas. Their protection from demolition or re-use is, therefore, an important policy consideration.	GP/PH: Protection of public houses	The policy is consistent with national policy.
<b>Policy 77:</b> Development and expansion of visitor accommodation	The NPPF defines tourist-related development as a main town centre use (Annex 2: Glossary). As this policy identifies locations for visitor accommodation it accords with the requirement in national policy to promote the	The Greater Cambridge Local Plan will consider how visitor accommodation should be addressed.	J/VA: Visitor accommodation, attractions and facilities	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	long-term vitality and viability of town centres (paragraph 86a).			
<b>Policy 78:</b> Redevelopment or loss of visitor accommodation	As above, but with regard to the loss of visitor accommodation.	See above.	J/VA: Visitor accommodation, attractions and facilities	The policy is consistent with national policy.
<b>Policy 79:</b> Visitor attractions	This policy supports the provision of visitor attractions within the city centre. As such, it accords with the requirement in national policy to promote the long-term vitality and viability of town centres (paragraph 86a) by taking a positive approach to tourist and other visitor-related development, which national policy defines as a main town centre use (Annex 2: Glossary).	None.	J/VA: Visitor accommodation, attractions and facilities	The policy is consistent with national policy.

### Providing the infrastructure to support development

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>Policy 80:</b> Supporting sustainable access to development	The NPPF expects plan policies to promote sustainable transport (section 9); Policy 80 is consistent with this approach.	The Greater Cambridge Local Plan will reflect the aims of the Cambridgeshire and Peterborough Local Transport Plan and national policy, whilst addressing the specific challenges and local opportunities within Greater Cambridge	I/ST: Sustainable transport and connectivity	The policy is consistent with national policy.
<b>Policy 81:</b> Mitigating the transport impact of development	This policy is consistent with the approach to sustainable transport in national policy, including that all developments that will generate significant amounts of movement should be required to provide a travel plan, and the application	This policy will be updated in the new Greater Cambridge Local Plan to ensure development will not have an unacceptable transport impact; increasing vehicular trips on already congested roads or generating more trips using public	I/ST: Sustainable transport and connectivity  I/FD: Freight and delivery consolidation	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>should be supported by a transport statement or transport assessment (section 9). It is also consistent with the requirement that development should be supported by sufficient infrastructure and that this can be secured through developer contributions (paragraphs 20b and c, and 34).</p>	<p>transport or the existing walking and cycling network than there is currently capacity to safely accommodate. Wider impacts on health and the environment, including cumulative impacts, will also be taken into consideration.</p>		
<p><b>Policy 82:</b> Parking management</p>	<p>This policy sets local parking standards for new development and in doing so reflects the principles set out in national policy (paragraph 107).</p>	<p>The adopted policy currently includes a set of maximum car parking standards, which restrict parking particularly in the central areas. A replacement policy is proposed in the emerging Greater</p>	<p>I/EV: Parking and electric vehicles  I/FD: Freight and delivery consolidation</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		Cambridge Local Plan to move to a more design-led approach, supported by indicative standards tailored to reflect different circumstances.		
<b>Policy 83:</b> Aviation development	The NPPF takes a broad approach to this issue, indicating that plans should recognise the importance of maintaining a national network of general aviation airfields and have regard to the Government’s General Aviation Strategy (paragraph 106f). Policy 83 is focused on the effects of aviation-related development at Cambridge Airport, but is not otherwise	In addition to Cambridge Airport there are a number of established aerodromes and smaller airfields in Greater Cambridge, including Imperial War Museum Duxford. Policies are needed to ensure aviation development does not negatively impact environment and human health, and that impacts of proposals are fully considered, and the continuation of this approach is proposed for	I/AD: Aviation development	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	inconsistent with national policy.	the Greater Cambridge Local Plan.		
<b>Policy 84:</b> Telecommunications	This policy responds positively to development proposals for telecommunications infrastructure and, therefore, is consistent with national policy on planning for such development (paragraph 20b) and supporting high quality communications (section 10).	The Greater Cambridge economy is driven by businesses in knowledge-based sectors with businesses that rely on the use of cutting-edge digital technology. An updated policy is required to ensure that adequate and appropriate digital infrastructure is provided in new development.	I/DI: Digital infrastructure	The policy is consistent with national policy.
<b>Policy 85:</b> Infrastructure delivery, planning obligations and the Community Infrastructure Levy	This policy is consistent with the objective in national policy that development should be supported by sufficient infrastructure and that this can be secured	The Greater Cambridge Local Plan will be supported by work to assess electricity infrastructure capacity at a strategic level. A new policy will seek to ensure	BG/GI: Green infrastructure	The policy is consistent with national policy.



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>through developer contributions (paragraphs 20b and c, and 34).</p>	<p>that this approach is integrated at a very early stage, via the development of energy masterplans for strategic developments.</p> <p>An Infrastructure Delivery Plan is being prepared to accompany the Greater Cambridge Local Plan. This will identify the infrastructure that is needed, when it is needed, and how much it costs.</p>	<p>I/EI: Energy infrastructure masterplanning</p> <p>I/ID: Infrastructure and delivery</p>	

## Appendix B

### South Cambridgeshire Local Plan 2018 – Five Yearly Policy Review

#### Spatial Strategy

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>S/1:</b> Vision	The NPPF expects plans to ‘provide a positive vision for the future of each area’ (paragraph 15). The current Vision fulfils this purpose for the adopted plan.	The Vision is proposed to be updated in the emerging Greater Cambridge Local Plan, in particular to emphasise the importance of reducing climate impacts, which reflects the declaration of a climate emergency by the Councils.	Updated draft Vision, covering the plan period to 2041, included in the GCLP First Proposals.	The policy is consistent with national policy.
<b>S/2:</b> Objectives of the Local Plan	The NPPF expects plans to provide ‘a framework for addressing housing needs and other economic, social and	The objectives are proposed to be updated in the emerging Greater Cambridge Local Plan with a more succinct approach through seven	Updated Objectives in the form of more succinct Aims included in the GCLP First Proposals.	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	environmental priorities' (paragraph 15). The objectives provide the framework for addressing these requirements.	Aims, based on the Plan's Big Themes. These are broadly similar to the Objectives in the adopted plan.		
<b>S/3: Presumption in Favour of Sustainable Development</b>	Policy S/3 remains generally consistent with national policy, although it does not fully reflect the wording of the current NPPF's presumption in favour of sustainable development (paragraph 11), in particular 11a which adds that in promoting sustainable patterns of development all plans should align growth and infrastructure; improve the environment; mitigate climate change (including by making effective use of land in	The Planning Practice Guidance (PPG) indicates that there is no need for a plan to directly replicate the wording in the NPPF in a policy ( <i>Plan Making</i> , paragraph 36).	No policy necessary in light of current guidance	The wording of the policy is generally consistent with national policy, but in any case the most recent version of the NPPF can be relied on alongside the NPPF. Local Policies are not required to replicate the NPPF.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	urban areas) and adapt to its effects.			
<b>S/4:</b> Cambridge Green Belt	The NPPF requires Green Belt boundaries only to be altered in exceptional circumstances and provides detailed policy for assessing development proposals (section 13). Policy S/4 is fully consistent with this approach.	The <i>Green Belt Assessment</i> (2021) considered that the purposes of the Cambridge Green Belt were still relevant and they were used to assess the potential harm of new development. The Greater Cambridge Local Plan will require that new development in the Green Belt will only be approved in accordance with Green Belt policy in the NPPF.	GP/GB: Protection and enhancement of the Cambridge Green Belt	Policy S/4 states that new development will only be approved in accordance with Green Belt policy in the NPPF and, therefore, is consistent with it.
<b>S/5:</b> Provision of New Jobs and Homes	The NPPF requires strategic plan policies to make sufficient provision for housing and employment needs (paragraph 20). Policy S/5 is fully consistent	Through preparation of the Greater Cambridge Local Plan objectively assessed needs for homes and jobs will be considered and the extent to which those	S/JH: New jobs and homes	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	with this approach to 2031.	need can be met consistent with delivery of sustainable development, in particular water supply and housing delivery.		
<b>S/6:</b> The Development Strategy to 2031	The NPPF states that strategic plan policies should set out an overall strategy for the pattern, scale and design quality of places (paragraph 20). Policy S/6 sets out a clear strategy for the pattern and scale of development to 2031 and, therefore is consistent with the NPPF.	The development strategy needs to be updated to take account of new housing and jobs forecasts to 2041 and beyond. This will be considered through the local plan review.	S/DS: Development strategy	The policy is consistent with national policy.
<b>S/7:</b> Development Frameworks	The NPPF says that decision-makers should seek to approve	The Greater Cambridge Local Plan is proposed to include boundaries	S/SB: Settlement boundaries	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>applications for sustainable development where possible (paragraph 38). Policy S/7 supports the growth promoted through the development strategy by seeking to direct development to the most sustainable locations. While it places limitations on the type of development permissible outside defined development frameworks, this is part of an holistic approach to promoting a district-wide sustainable development strategy.</p>	<p>around settlements, identifying areas that are considered to be part of the settlement for planning purposes. As such, subject to any changes in boundaries from the adopted plan, the approach continues to promote growth in the most sustainable locations, in accordance with the development strategy.</p>		
<p><b>S/8:</b> Rural Centres</p>	<p>The designation of a hierarchy of rural settlements in Policy S/8, together with</p>	<p>An updated assessment of settlements has been carried out, informed by the level of services and</p>	<p>S/SH: Settlement hierarchy</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>appropriate levels of development, is an important part of establishing an overall strategy for sustainable development, as required by the NPPF.</p>	<p>facilities, education, public transport and employment available at each settlement. This showed that the positioning of settlements within the hierarchy remains appropriate, with the exception of three proposed changes: Cambourne is a growing centre, with a growing level of services, facilities and transport opportunities and should be classified as a Town; Cottenham should be classified as a Minor Rural Centre; and Babraham should be classified as a Group village. These changes are proposed for the Greater Cambridge Local Plan.</p>		

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>S/9:</b> Minor Rural Centres	As above.	As above.	S/SH: Settlement hierarchy	The policy is consistent with national policy.
<b>S/10:</b> Group Villages	As above.	As above.	S/SH: Settlement hierarchy	The policy is consistent with national policy.
<b>S/11:</b> Infill Villages	As above.	As above.	S/SH: Settlement hierarchy	The policy is consistent with national policy.
<b>S/12:</b> Phasing, Delivery and Monitoring	This policy informs the requirement to produce an Authority Monitoring Report annually, as well as maintaining a five year housing land supply and keeping the effectiveness of plan policies as a whole under review. It is, therefore, consistent with the NPPF in this regard. However, as noted above in respect of Policy S/5, the five year housing land supply calculation will, from September 2023 until adoption of the	The NPPF requires a supply of specific deliverable sites sufficient to provide a minimum of five years' worth of housing against the housing requirement set out in adopted strategic policies; or against the local housing need (calculated using the standard method set out in national planning guidance) where the strategic policies are more than five years old (paragraph 74). Therefore, from September 2023, when		The policy is generally consistent with national policy.  All aspects of the policy remain green with the exception of:  From September 2023 until the new plan is adopted, the five year housing supply requirement will be based on the standard method reflecting national guidance.  The updated NPPF also sets the buffer



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>new joint plan, be based on the standard method.</p> <p>Paragraph 74 and footnote 41 of the NPPF (published in July 2021) provides guidance regarding the application of a housing land supply buffer which supersedes policy S/12. The Councils consider that it is now appropriate to apply a 5% buffer to their five year housing land supply calculations.</p>	<p>the adopted plan will be five years old and until the new plan is adopted, the five year housing supply requirement will be based on the standard method rather than the housing requirement in the adopted plan.</p> <p>The <a href="#">Greater Cambridge Housing Trajectory and Five Year Housing Land Supply Report April 2023</a> confirms that a five year land supply is maintained when considered against the standard method.</p>		<p>according to performance against the housing delivery test</p> <p>These two specific aspects of the policy are Amber.</p>
<p><b>S/13:</b> Review of the Local Plan</p>	<p>The policy specifies the need for an early plan review and, therefore, takes a proactive approach to the NPPF requirement for plans to</p>	<p>No change; review of adopted plan through the Greater Cambridge Local Plan is underway.</p>	<p>No policy necessary in light of current plan review.</p>	<p>The policy is consistent with national policy.</p>

Policy Review of the Adopted Local Plans for Greater Cambridge June 2023

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	be reviewed to assess whether they need updating at least once every five years (paragraph 33).			

### Strategic Sites

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>SS/1:</b> Orchard Park	The policy concerns a strategic development site and, therefore, is consistent with the NPPF requirement that a plan should allocate sufficient sites to deliver the strategic priorities of the area (paragraph 23).	Allocated development is largely completed, however the emerging Greater Cambridge Local Plan proposes that the allocation is carried forward until all parcels are under construction or completed.	S/LAC: Other site allocations in Cambridge	The policy is consistent with national policy.
<b>SS/2:</b> Land between Huntingdon Road and Histon Road	As above.	The adopted Local Plans allocate developments on the north west edge of Cambridge, referred to as Darwin Green. The land in South Cambridgeshire has yet to gain planning permission. The part of the site in Cambridge has outline planning permission, and some parcels have detailed planning permission or	S/EOC: Other site allocations on the edge of Cambridge	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		are under construction. Given the site will still be coming forward when the new plan is adopted it is proposed to carry forward the allocations into the new plan.		
<b>SS/3:</b> Cambridge East	The policy concerns a strategic development site comprising areas allocated for development and also safeguarded land for longer term development through plan review. It is consistent with the NPPF requirement that a plan should allocate sufficient sites to deliver the strategic priorities of the area (paragraph 23) and to identify safeguarded land between the urban area and the Green Belt, in	Several developments allocated by this policy are under construction. The Greater Cambridge Local Plan proposes to allocate land for a major new eastern quarter for Cambridge, enabling development of the airport site which was safeguarded for longer term development in the 2018 adopted Local Plans, identified as approximately 7,000 homes and 9,000 jobs in the First Proposals 2021. Marshall has advised the Councils of	S/CE: Cambridge East	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	order to meet longer-term development needs stretching well beyond the plan period (paragraph 43).	its commitment to relocate the Airport related uses and seeks to demonstrate the availability and deliverability of the site and has secured resolution to grant permission for an alternative site for the Airport in a nearby authority.		
<b>SS/4:</b> Cambridge Northern Fringe East and Cambridge North railway station	The policy concerns a strategic development site and, therefore, is consistent with the NPPF’s requirement that a plan should allocate sufficient sites to deliver the strategic priorities of the area (paragraph 23).	The allocation of Cambridge Northern Fringe East is proposed to be incorporated into a wider North East Cambridge allocation. The emerging North East Cambridge Area Action Plan responds to the adopted policy reference to preparation of an AAP and the site is also proposed to be included in the emerging	S/NEC: North East Cambridge	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		Greater Cambridge Local Plan for a mix of employment and residential development, predicated on the relocation of the Cambridge Waste Water Treatment Plant.		
<b>SS/5:</b> Northstowe Extension	As above.	The allocation is proposed to be carried forward into the new Local Plan. The detailed policy wording will be reviewed as may be appropriate for the new Local Plan, including amending capacity assumptions where necessary to reflect planning permissions.	S/NS: Existing new settlements	The policy is consistent with national policy.
<b>SS/6:</b> Waterbeach New Town	As above.	The allocation is proposed to be carried forward into the new Local Plan. The detailed policy wording will be reviewed as may be	S/NS: Existing new settlements	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		appropriate for the new Local Plan, including amending capacity assumptions where necessary to reflect planning permissions. A Supplementary Planning Document for Land north of Waterbeach has been adopted.		
<b>SS/7:</b> New Village at Bourn Airfield	As above.	The allocation is proposed to be carried forward into the new Local Plan. The detailed policy wording will be reviewed as may be appropriate for the new Local Plan, including amending capacity assumptions where necessary to reflect planning permissions. A Supplementary Planning Document for Bourn Airfield has been adopted.	S/NS: Existing new settlements	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
SS/8: Cambourne West	As above.	The land north west of Lower Cambourne has outline planning permission and some parcels are under construction. The land within the Business Park does not yet have planning permission. The existing allocation for a new mixed use development at Cambourne West is proposed to be carried forward into the new Local Plan, but to be expanded to include the full extent of the planning permission for land north west of Lower Cambourne.	S/CB: Cambourne	The policy is consistent with national policy.



## Climate Change

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>CC/1:</b> Mitigation and Adaptation to Climate Change</p>	<p>The NPPF requires that plans should take a proactive approach to mitigating and adapting to climate change (paragraph 153). By requiring applicants to provide a Sustainability Statement showing how the proposal addresses climate change, the plan policy is consistent with national policy.</p>	<p>The Planning Act requires Local Plans to have policies related to climate change mitigation and adaptation. Overheating, particularly in new residential buildings is becoming an increasing problem with climate change, with potentially serious consequences to health and life. Overheating risks can and should be mitigated through consideration of various factors at early design stages at low or no cost.</p> <p>The new Local Plan is proposed to include a more focused approach</p>	<p>CC/DC: Designing for a changing climate; and CC/NZ: Net zero carbon new buildings</p>	<p>The existing policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		to addressing climate change.		
<b>CC/2:</b> Renewable and Low Carbon Energy Generation	The policy largely reflects the approach to addressing renewable and low carbon energy generation included in the NPPF (paragraphs 155 – 156).	In order to support the transition to net zero carbon and keep Greater Cambridge within its carbon budget, the emerging Local Plan will need to facilitate both community and commercial scale renewable energy generation, with a blend of both wind and solar based energy.	CC/RE: Renewable energy projects and infrastructure	The existing policy is consistent with national policy.
<b>CC/3:</b> Renewable and Low Carbon Energy in New Developments	By requiring a proportion of carbon emissions to be reduced by on-site technologies, this policy is broadly consistent with the NPPF's requirement for plans to help increase the use and supply of renewable and low	The UK has a legally binding requirement of net zero carbon by 2050. <i>The Net Zero Carbon Study (2021)</i> advises that new buildings need to be built to net zero carbon as soon as possible for Greater Cambridge to play its part in meeting the UK's	CC/NZ: Net zero carbon new buildings	The existing policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	carbon energy (paragraph 155).	carbon budgets. The evidence base makes it very clear that to achieve net zero carbon by 2050, then new development will need to go further than the requirements set out in current and future Building Regulations.		
<b>CC/4:</b> Water Efficiency	The NPPF states that plans should take a proactive approach to mitigating and adapting to climate change, taking into account the long-term implications for water supply, amongst other matters (paragraph 153). The PPG indicates that where there is a clear local need, local planning authorities can set out policies requiring new dwellings	<i>The Greater Cambridge Integrated Water Management Study (IWMS, 2021)</i> has shown that the current level of water abstraction from the chalk aquifer is widely believed to be unsustainable. The IWMS has shown that 80 litres/person/day is achievable by making full use of water efficient fixtures and fittings, and also water re-use measures on site	CC/WE: Water efficiency in new developments	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	to meet the tighter Building Regulations optional requirement of 110 litres/person/day ( <i>Housing: optional technical standards</i> , paragraph 14). Policy CC/4 is consistent with this approach.	including surface water and rainwater harvesting, and grey water recycling.  Draft regional and water company resource management plans highlight the importance of delivering high levels of water efficiency.		
<b>CC/5:</b> Sustainable Show Homes	The provision of sustainable show homes in new developments, required by this policy, reflects the purpose of the planning system to contribute to the achievement of sustainable development (NPPF, paragraph 7).	See comments in relation to Policy CC/3, above. Given the high standards proposed, the sustainable show home policy which is currently part of the South Cambridgeshire Local Plan will no longer be required.	CC/NZ: Net zero carbon new buildings	The policy is consistent with national policy.
<b>CC/6:</b> Construction Methods	The policy concerns managing the impacts of construction on local	Government's Resources and Waste Strategy (2018) aims to	CC/CE: Reducing waste and supporting the circular economy	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	amenity. As such, there are no specific provisions for this in national policy, but the approach is broadly consistent with the principles of sustainable development.	eliminate avoidable wastes of all types by 2050 in England. This includes waste from all sectors, including construction.		
<b>CC/7:</b> Water Quality	The policy is consistent with the requirement in the NPPF that development should, wherever possible, help to improve local environmental conditions such as water quality (paragraph 174); and with the provisions of the PPG: <i>Water supply, wastewater and water quality</i> .	An updated policy, integrating existing policies in the adopted Local Plan, is needed to supplement national policy with local considerations, and to ensure that water is managed sustainably.	CC/FM: Flooding and integrated water management	The policy is consistent with national policy.
<b>CC/8:</b> Sustainable Drainage Systems	The PPG indicates that flood risk can be reduced and	<i>A Greater Cambridge Level 1 Strategic Flood Risk Assessment</i>	CC/FM: Flooding and integrated water management	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>biodiversity and amenity improved by designing development that includes permeable surfaces and other sustainable drainage systems (<i>Water supply, wastewater and water quality</i>, paragraph 019). The policy is consistent with this approach.</p>	<p>(SFRA, 2021) has been prepared which identifies areas that may flood from all sources including rivers, surface water, groundwater, sewers and reservoirs. A key component of managing surface water are sustainable drainage systems (SuDS).</p>		
<p><b>CC/9:</b> Managing Flood Risk</p>	<p>The NPPF requires that strategic policies should be informed by a strategic flood risk assessment and should manage flood risk from all sources (paragraph 160). Policy CC/9 meets these requirements and requires flood risk assessments and application of the sequential test in</p>	<p>As above, the latest SFRA (2021) identifies areas that may flood from all sources including rivers, surface water, groundwater, sewers and reservoirs.</p>	<p>CC/FM: Flooding and integrated water management</p>	<p>The policy is consistent with national policy.</p>

Policy Review of the Adopted Local Plans for Greater Cambridge June 2023

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	accordance with national policy.			

## Delivering High Quality Places

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>HQ/1:</b> Design Principles	By requiring high quality design in new development, the policy is consistent with a central objective of the NPPF, to achieve well-designed places (section 12).	National planning policy emphasises the need to create a robust policy framework to achieve high quality design.  Since the Local Plan was adopted the NPPF has been updated to reference the role of the National Design Guide and National Model Design Code which (paragraph 128).	GP/QD: Achieving high quality development GP/PP: People and place responsive design GP/QP: Establishing high quality landscape and public realm	The policy is consistent with national policy.
<b>HQ/2:</b> Public Art and New Development	As above.	As above.	GP/QD: Achieving high quality development	The policy is consistent with national policy.



## Protecting and Enhancing the Natural and Historic Environment

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>NH/1:</b> Conservation Area and Green Separation at Longstanton	The policy concerns areas of countryside within the conservation area at Longstanton, which will form part of the green separation between Longstanton and Northstowe. As such, it is consistent with the NPPF's promotion of good design which is sympathetic to local character, including the built environment and landscape setting (paragraph 130).	None.	GP/LC: Protection and enhancement of landscape character	The policy is consistent with national policy.
<b>NH/2:</b> Protecting and Enhancing Landscape Character	The NPPF expects strategic policies to make provision for conservation and enhancement of the natural environment, including landscapes (paragraph 20d) and to	The <i>Greater Cambridge Landscape Character Assessment</i> (2021) has identified 33 different Landscape Character Areas with a distinct local identity and sense of place. The proposed replacement	GP/LC: Protection and enhancement of landscape character	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	protect and enhance valued landscapes (paragraph 174), which Policy NH/2 does.	policy in the Greater Cambridge Local Plan will reflect the purpose of the adopted policy.		
<b>NH/3:</b> Protecting Agricultural Land	The NPPF indicates that policies should recognise the economic and other benefits of the best and most versatile agricultural land (paragraph 174). The policy is consistent with this approach.	South Cambridgeshire has a significant resource of good quality agricultural land, and this is a valuable resource that needs to be protected. Land also plays a significant role in climate objectives, acting as both a source of greenhouse gas emissions and a carbon sink.	CC/CS: Supporting land-based carbon sequestration J/AL: Protecting the best agricultural land	The policy is consistent with national policy.
<b>NH/4:</b> Biodiversity	National policy requires plans to protect and enhance biodiversity, including priority habitats and species, and to pursue opportunities for securing measurable net gains for biodiversity (paragraph 179). Policy NH/4 is	Under the Environment Act 2021, most development will be required to deliver a minimum biodiversity net gain of 10% from November 2023. At an Oxford-Cambridge Partnership level the authorities have agreed a set of Environmental Principles which include	BG/BG: Biodiversity and geodiversity	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	consistent with this requirement.	the aims of doubling the area of land managed primarily for nature, and also to deliver a minimum 20% biodiversity net gain on development sites. These ambitions, together with the relatively low level of designated sites and priority habitats in Greater Cambridge, highlight the need for development to bring further net gains beyond the 10% proposed nationally.		
<b>NH/5:</b> Sites of Biodiversity or Geological Importance	This policy is consistent with the NPPF’s requirement that policies should protect and enhance sites of biodiversity and geodiversity importance, with the level of protection being appropriate to its international, national	The Greater Cambridge Local Plan is proposed to continue protection of important sites. Designated biodiversity sites within and close to Greater Cambridge are being impacted by increasing numbers of visitors – an issue that needs to be addressed to protect these	BG/BG: Biodiversity and geodiversity	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	or local significance (paragraph 179).	vulnerable habitats and the species they support.		
<b>NH/6:</b> Green Infrastructure	The NPPF expects strategic policies to make provision for conservation and enhancement of the natural environment, including green infrastructure (paragraph 20d) and to enable and support healthy lifestyles, including through the provision of safe and accessible green infrastructure (paragraph 92c). Policy NH/6 is consistent with national policy.	The <i>Green Infrastructure Opportunity Mapping Baseline Report (2020)</i> identified the existing green infrastructure network and the opportunities and challenges the network faces. <i>The Greater Cambridge Opportunity Mapping Final Report (2021)</i> has identified a number of strategic green infrastructure initiatives which have the potential to enhance the existing network.	BG/GI: Green infrastructure	The policy is consistent with national policy.
<b>NH/7:</b> Ancient Woodlands and Veteran Trees	The NPPF says that policies should contribute to and enhance the natural and local environment	Locally, low tree and tree canopy cover is recognised as a weakness within the ecological network of Greater Cambridge. The	BG/TC: Improving tree canopy cover and the tree population	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>by recognising the intrinsic character and beauty of the countryside, and the wider benefits from natural capital and ecosystem services – including the economic and other benefits of trees and woodland (paragraph 174b). By recognising the most significant woodlands and trees, the policy is consistent with the NPPF.</p>	<p>Cambridge City Council Citywide Tree Strategy 2016-26 Canopy Cover Project seeks to support Cambridge City Council’s aim of achieving 19% tree cover by the 2050s; South Cambridgeshire also has identified a priority of increasing tree canopy cover in its Doubling Nature Strategy.</p>		
<p><b>NH/8:</b> Mitigating the Impact of Development in and adjoining the Green Belt</p>	<p>The NPPF provides detailed policy for assessing development proposals in the Green Belt (section 13). Policy NH/8 is fully consistent with this approach</p>	<p>New development in the Green Belt will only be approved in accordance with Green Belt policy in the NPPF.</p>	<p>GP/GB: Protection and enhancement of the Cambridge Green Belt.</p>	<p>The policy is consistent with national policy.</p>

Policy Review of the Adopted Local Plans for Greater Cambridge June 2023

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>NH/9:</b> Redevelopment of Previously Developed Sites and Infilling in the Green Belt	As above.	As above.	GP/GB: Protection and enhancement of the Cambridge Green Belt.	The policy is consistent with national policy.
<b>NH/10:</b> Facilities for Recreation in the Green Belt	As above.	As above.	GP/GB: Protection and enhancement of the Cambridge Green Belt.	The policy is consistent with national policy.
<b>NH/11:</b> Protected Village Amenity Areas	The NPPF expects development to be sympathetic to local character and to provide a high standard of amenity (paragraph 130). Policy NH/11 is consistent with this.	Settlements contain a wide variety of open spaces that make significant contributions to the character of places, but also provide important local amenities. It is important that these are protected from development that could have an adverse impact on these qualities.	BG/PO: Protecting open spaces	The policy is consistent with national policy.
<b>NH/12:</b> Local Green Space	The NPPF indicates that the designation of land as Local Green Space through local and neighbourhood plans allows	Local Green Space is a designation which applies a Green Belt style of protection. A number of these were identified in the adopted plan and will be	BG/PO: Protecting open spaces	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	communities to identify and protect green areas of particular importance to them (paragraph 101). This is the approach followed in Policy NH/12.	carried forward into the new plan. They are required to be demonstrably special to a local community and hold a particular local significance.		
<b>NH/13:</b> Important Countryside Frontage	This policy is consistent with the NPPF’s objective that policies should recognise the intrinsic character and beauty of the countryside (paragraph 174b).	In many South Cambridgeshire villages there are locations where a strong countryside character penetrates into the village, or separates two parts of a village. These Important Countryside Frontages, identified in the adopted Plan, are part of village character, and warrant continued protection.	GP/LC: Protection and enhancement of landscape character	The policy is consistent with national policy.
<b>NH/14:</b> Heritage Assets	The policy is consistent with the NPPF’s provisions for conserving and enhancing the historic	Greater Cambridge’s historic and natural environments define the character and setting of the City and rural areas,	GP/HA: Conservation and enhancement of heritage assets	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	environment (section 16).	contributing significantly to quality of life and forming a very significant part of the backdrop to a successful and growing area. These need continued protection and enhancement in accordance with legislation and national policy.		
<b>NH/15:</b> Heritage Assets and Adapting to Climate Change	This policy recognises a specific issue concerning the need to enable adaptation of historic buildings to address climate change, as long as there is adequate safeguarding of the heritage asset. As such, the policy accords with national policy.	The <i>Net Zero Carbon Study (2021)</i> shows that existing buildings account for one third of all greenhouse gas emissions. Policy is therefore needed in the Greater Cambridge Local Plan to support owners of heritage assets to undertake sensitive works to address the performance of their buildings, in line with best practice guidance for heritage assets.	GP/CC: Adapting heritage assets to climate change	The policy is consistent with national policy.



### Delivering High Quality Homes

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<p><b>H/1:</b> Allocations for Residential Development at Villages</p>	<p>The policy concerns allocation of development sites and, therefore, is consistent with the NPPF requirements that a plan should allocate sufficient sites to deliver the strategic priorities of the area (paragraph 23); and that planning policies should identify a sufficient supply and mix of sites, taking into account their availability, suitability and likely economic viability (paragraph 68).</p>	<p>A number of the sites are now complete. Site by site information is available in the Authority Monitoring Report.</p> <p>In addition to sites allocated in the adopted plan, the Greater Cambridge Local Plan will consider if further allocations are needed to meet needs for the period to 2041.</p>	<p>S/RRA: Site allocations in rest of the rural area S/RSC: Other site allocations in the Rural Southern Cluster</p>	<p>The policy is consistent with national policy.</p>
<p><b>H/2:</b> Bayer CropScience Site, Hauxton</p>	<p>As above.</p>	<p>The residential element of the site has been built out. The site is proposed to be carried forward into the Greater Cambridge Local Plan with an</p>	<p>S/RRA: Site allocations in rest of the rural area</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		amended boundary to include only the area for employment uses.		
<b>H/3:</b> Fulbourn and Ida Darwin Hospitals	As above.	The policy is proposed to be carried forward into the Greater Cambridge Local Plan for mixed-use development.	S/RRA: Site allocations in rest of the rural area	The policy is consistent with national policy.
<b>H/4:</b> Papworth Everard West Central	As above.	<p>A number of developments have taken place or are planned in the policy area. Further details can be found in the Authority Monitoring Report</p> <p>The policy area is proposed to be carried forward into the Greater Cambridge Local Plan. Rather than piecemeal development, there is an opportunity for considerable environmental improvement, and</p>	S/RRP: Policy areas in the rest of the rural area	

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		benefit to the functioning of the village, if a coordinated approach is taken to its development.		
<p><b>H/5:</b> Fen Drayton Former Land Settlement Association Estate</p>	<p>As above.</p>	<p>Since adoption of the Fen Drayton former Land Settlement Association (LSA) estate Supplementary Planning Document (SPD) a number of dwellings have come forward in the area reflecting the terms of the policy.</p> <p>The policy area is proposed to be carried forward into the Greater Cambridge Local Plan. The Land Settlement Association (LSA) was created in the 1930s, the legacy of which is a network of smallholdings with dwellings along the</p>	<p>S/RRP: Policy areas in the rest of the rural area</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		road frontages and large areas of unused land. A policy is needed to provide a context for use of this area.		
<b>H/6:</b> South of A1307, Linton	As above.	The policy area is proposed to be carried forward into the Greater Cambridge Local Plan, as it is considered that the case for restricting residential development in this area remains.	S/SCP: Policy areas in the rural southern cluster	The policy is consistent with national policy.
<b>H/7:</b> Residential Moorings	The policy concerns allocation of a site for residential boat mooring. It is, therefore, consistent with the NPPF's requirement that the size, type and tenure of housing needed for different groups in the community should be assessed and reflected	The allocation has yet to be developed. The accommodation needs assessment is being updated which will assess the needs of house boat dwellers. The adopted policy for considering proposals for new residential moorings in Cambridge is proposed to be carried forward to	S/LAC: Other site allocations in Cambridge	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	in planning policies (paragraph 62).	apply to the whole of Greater Cambridge.		
<b>H/8: Housing Density</b>	National planning policy requires plans to support making efficient use of land. It also highlights that city and town centres and other locations that are well served by public transport provide opportunities for higher densities, promoting sustainable travel modes that limit future car use (section 11). By setting expected densities in urban and rural areas, Policy H/8 is consistent with this approach.	A design led approach, supported by site or area specific design codes provides the best opportunity to achieve the requirements of national planning policy.	H/HD: Housing density	The policy is consistent with national policy.
<b>H/9: Housing Mix</b>	National planning policy requires the size and type of homes needed for different groups in the community to be	A Housing Needs of Specific Groups study for Cambridgeshire and West Suffolk (2021) and Addendum for Greater	H/HM: Housing mix H/SS: Residential space standards and accessible homes	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	assessed and that the results of that assessment be reflected in planning policies (paragraph 62). By requiring a mix of size of homes in major developments, the policy meets the NPPF's requirement.	Cambridge (2021) will be used to inform the preparation of a new policy. Policies in the Greater Cambridge Local Plan will also need to set out how the Councils will secure a mix of sizes and types of homes on new developments to address the identified need and create balanced and mixed communities. This includes self and custom-build homes.	H/CB: Self and custom build homes H/BR: Build to rent homes	
<b>H/10:</b> Affordable Housing	The NPPF requires the tenure of homes needed for different groups in the community, including those requiring affordable homes, to be assessed and that the results of that	<i>A Housing Needs of Specific Groups study for Cambridgeshire and West Suffolk (2021)</i> and <i>Addendum for Greater Cambridge (2021)</i> will be used to inform the preparation of a new policy.	H/AH: Affordable housing	The policy is generally consistent with national policy. However, whilst the policy is flexible regarding the affordable housing tenure mix, it does not specifically reflect the more recent requirement in national

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>assessment be reflected in planning policies (paragraphs 62 – 65). Policy H/10 is largely consistent with national policy in this regard. However, the current NPPF says that where major development involving the provision of housing is proposed, planning policies should expect at least 10% of the total number of homes to be available for affordable home ownership (as part of the overall affordable housing contribution from the site) unless certain exemptions apply (paragraph 65). Policy H/10 does not specifically reflect this more recent</p>	<p>A replacement plan policy will continue to set out how the Council will secure affordable homes on new developments to address the identified need, and respond to the latest national planning policy and guidance.</p>		<p>policy for at least 10% of the total number of homes on a major development to be available for affordable home ownership or the more recent Written Ministerial Statement and national planning guidance relating to First Homes.</p> <p>For consistency with national planning policy and as set out in a decision taken by planning committee in November 2018, the Council is already applying the national policy requirement set out in NPPF paragraph 64 and the definition of major development, of seeking affordable housing on sites of 10</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>requirement, although is flexible enough to accommodate it. A Written Ministerial Statement and national planning guidance have also introduced First Homes as a form of affordable housing and set out that First Homes should account for at least 25% of affordable homes delivered on a development that is expected to provide affordable homes. Policy H/10 requires that affordable housing is provided on sites of 11 dwellings or more, whereas the NPPF (paragraph 64) sets the threshold as major developments (10 dwellings or more). This difference between</p>			<p>or more dwellings, rather than the threshold of 11 or more dwellings set out in Policy H/10.</p>



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	national and local policy was identified soon after plan adoption, and a decision was taken by planning committee in November 2018 to apply the policy to 10 or more dwellings reflecting national planning policy.			
<b>H/11:</b> Rural Exception Site Affordable Housing	The NPPF states that local planning authorities should support opportunities to bring forward rural exception sites that will provide affordable housing to meet identified local needs, and consider whether allowing some market housing on these sites would help to facilitate this (paragraph 78). Policy H/11 seeks to do this and, therefore, is	Rural exception sites support local communities by prioritising people with a local connection to the village concerned. This policy approach will support the delivery of affordable housing, particularly in rural communities where current levels are low and new delivery is otherwise restricted by affordable housing only being required on sites	H/ES: Exception sites for affordable housing	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	consistent with national policy.	of more than 10 dwellings.		
<b>H/12: Residential Space Standards</b>	National planning policy states that planning policies should ensure that developments create places with a high standard of amenity for existing and future users. It allows local authorities to include planning policies that make use of the nationally described residential space standard and the optional technical standards for accessible and adaptable housing. (paragraph 130f), which Policy H/12 does.	The Greater Cambridge Local Plan First Proposals suggests gross internal floor areas for all new homes should continue to be required to meet or exceed the nationally described residential space standards. It also proposes requiring all new homes to be Building Regulations M4(2) 'accessible and adaptable' dwellings which allows for dwellings to be adapted over time, including to accommodate a wheelchair user(s), or to take account of other disability or mobility issues. New self or custom build dwellings	H/SS: Residential space standards and accessible homes	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		<p>can also be designed specifically to meet the requirements of the occupant(s) and therefore take account of any disability or mobility issues.</p>		
<p><b>H/13:</b> Extensions to Dwellings in the Countryside</p>	<p>Key objectives of the NPPF are the achievement of sustainable development (paragraph 8) and good design (section 12). This policy reflects these objectives with regard to extensions to dwellings outside</p>	<p>South Cambridgeshire is a predominantly rural district with an attractive and much valued open environment. As a result, the area is prone to speculative proposals that could constitute unsustainable development. An updated policy is</p>	<p>H/DC: Dwellings in the countryside</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	village framework boundaries and, therefore, is consistent with the NPPF.	proposed which would replace a number of policies in the adopted plan dealing with this issue. The policy will use a range of criteria to control development in a way that supports rural communities, reduces unsustainable living patterns and minimises the carbon impacts of new housing.		
<b>H/14:</b> Replacement Dwellings in the Countryside	As above, but for replacement dwellings outside village framework boundaries.	As above.	H/DC: Dwellings in the countryside	The policy is consistent with national policy.
<b>H/15:</b> Countryside Dwellings of Exceptional Quality	The NPPF states that policies should avoid the development of isolated homes in the countryside unless one or more criteria apply, including that the dwelling's design is of exceptional quality	As above.	H/DC: Dwellings in the countryside	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	(paragraph 80e). The Local Plan as a whole restricts development of new dwellings outside of development frameworks, except for in particular circumstances such as where they are to support rural businesses (Policy H/19) or as outlined in Policy H/15 where the proposed single new dwelling includes the same exceptional design requirements as the NPPF.			
<b>H/16:</b> Development of Residential Gardens	National policy indicates that plans should consider the case for setting out policies to resist inappropriate development of residential gardens, for	The emerging Greater Cambridge Local Plan proposes to continue the approach of the adopted plan by resisting inappropriate development of residential gardens and	H/GL: Garden land and subdivision of existing plots	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	example where development would cause harm to the local area (paragraph 71). Policy H/16 is consistent with this approach.	the subdivision of existing plots. This will be done by reference to a range of factors, including potential harm to local character, adequacy of remaining amenity space, trees, heritage and biodiversity.		
<b>H/17:</b> Re-use of Buildings in the Countryside for Residential Use	By allowing re-use of buildings subject to a number of criteria, the policy is consistent with the NPPF's provisions to meet housing need and ensuring that new development does not harm local character (paragraph 80).	See Policy H/13.	H/DC: Dwellings in the countryside	The policy is consistent with national policy.
<b>H/18:</b> Working at Home	This policy is consistent with the NPPF's objectives to achieve sustainable development (paragraph 8) and to	The COVID-19 Pandemic has dramatically accelerated the shift towards homeworking. The post-pandemic future remains	J/RW: Enabling remote working	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>promote a strong, competitive economy (section 6).</p>	<p>uncertain; however, surveys suggest that many companies' workers will look to continue some level of home-working. A similar policy approach is proposed for the Greater Cambridge Local Plan alongside support for the creation of local employment hubs.</p>		
<p><b>H/19:</b> Dwellings to Support a Rural-based Enterprise</p>	<p>The NPPF states that planning policies should avoid the development of isolated homes in the countryside unless, amongst other criteria, there is an essential need for a rural worker, including those taking majority control of a farm business, to live permanently at or near their place of work in the countryside</p>	<p>See Policy H/13.</p>	<p>H/DC: Dwellings in the countryside</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>(paragraph 80a). Policy H/19 includes more detailed requirements with regard to such dwellings, but overall is consistent with national policy.</p>			
<p><b>H/20:</b> Provision for Gypsies and Travellers and Travelling Showpeople</p>	<p>The NPPF requires the size, type and tenure of housing needed for different groups in the community, including travellers, to be assessed and reflected in planning policies (paragraph 62). More details are set out in the separate policy document, <i>Planning Policy for Traveller Sites</i>. Policy H/20 seeks to address this requirement, although no additional need for traveller pitches is</p>	<p>A new accommodation needs assessment has been commissioned. The needs assessment will seek to identify the needs of Gypsies and Travellers meeting different definitions, including those that no longer travel, as part of the requirement under the Housing Act to consider the needs of people living on sites on which caravans can be stationed. This potential need was one of the issues highlighted by the</p>	<p>H/GT: Gypsy and Traveller and Travelling Showpeople sites</p>	<p>The policy is consistent with national policy.</p>



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	identified. A need for additional plots for Travelling Showpeople’s needs is included in the policy.	Inspector examining the 2018 Local Plans to be addressed through this Local Plan review, and the plan will need to identify how this need will be addressed. A new policy in the Greater Cambridge Local Plan is proposed to address issues currently covered by several adopted policies.		
<b>H/21:</b> Gypsy and Traveller Provision at New Communities	As above. Policy H/21 recognises that if need is identified, major developments provide an opportunity to deliver pitches as part of mainstream development, ensuring they meet the needs of all sectors of the community, in sustainable locations close to services and	As above.	H/GT: Gypsy and Traveller and Travelling Showpeople sites	To the extent that this policy seeks to provide accommodation in major developments, subject to need identified through the above policy, it is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	facilities, where sites can be planned into the developments from the outset. As such, it is consistent with national policy			
<p><b>H/22:</b> Proposals for Gypsies, Travellers and Travelling Showpeople Sites on Unallocated Land Outside Development Frameworks</p>	<p>The NPPF says that decision-makers should seek to approve applications for sustainable development where possible (paragraph 38). This policy reflects the provisions of the NPPF and Policy S/7 by seeking to direct development to the most sustainable locations. While it places limitations on the type of development permissible outside defined development frameworks, this is part</p>	<p>As above.</p>	<p>H/GT: Gypsy and Traveller and Travelling Showpeople sites</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	of a holistic approach to promoting a district-wide sustainable development strategy.			
<b>H/23:</b> Design of Gypsy and Traveller Sites, and Travelling Showpeople Sites	The NPPF promotes good design in new development (section 12) and this policy is consistent with this in respect of traveller and travelling showpeople sites.	As above.	H/GT: Gypsy and Traveller and Travelling Showpeople sites	The policy is consistent with national policy.

## Building a Strong and Competitive Economy

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>E/1:</b> New Employment Provision near Cambridge – Cambridge Science Park	The policy concerns a strategic development site and, therefore, is consistent with the NPPF requirement that planning policies should set criteria, or identify strategic sites, for local and inward investment to match the strategy and to meet anticipated needs over the plan period (paragraph 82b).	The allocation covered by this policy is proposed to be incorporated within the North East Cambridge area, and therefore, is not proposed to be carried forward as a separate policy as it will be superseded by the new policy and the emerging Area Action Plan, although it will continue to support the employment role of Cambridge Science Park.	S/NEC: North East Cambridge	The policy is consistent with national policy.
<b>E/2:</b> Cambridge Biomedical Campus Extension	As above.	The Cambridge Biomedical Campus is subject to continued development, and revisions to the masterplan are needed to improve the overall	S/CBC: Cambridge Biomedical Campus (including Addenbrooke’s Hospital)	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		experience of the site for workers and visitors. Work is underway to inform a policy in the new local plan.		
<b>E/3:</b> Fulbourn Road East (Fulbourn) 6.9 hectares	As above.	Land is allocated for business uses at Fulbourn Road on the eastern edge of Cambridge in both adopted plans. This is partly under construction. The need for the allocations to be carried forward will be kept under review.	S/EOC: Other site allocations on the edge of Cambridge	The policy is consistent with national policy.
<b>E/4:</b> Allocations for Class B1 Employment Uses	As above, although B1 employment uses now fall within the broader Use Class E.	Relevant sites not started or completed are proposed to be carried forward into the Greater Cambridge Local Plan.	S/RRA: Site allocations in rest of the rural area S/RSC: Other site allocations in the Rural Southern Cluster	The policy is consistent with national policy, although B1 employment uses now fall within the broader Use Class E.
<b>E/5:</b> Allocations for Class B1, B2 and B8 Employment Uses	As above.	Relevant sites not started or completed are proposed to be carried	S/RRA: Site allocations in rest of the rural area	The policy is consistent with national policy, although B1 employment uses now

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		forward into the Greater Cambridge Local Plan.		fall within the broader Use Class E.
<b>E/6:</b> Papworth Hospital	The NPPF says that strategic policies should set out an overall strategy for the pattern, scale and design quality of places, and make sufficient provision for community facilities, such as healthcare (paragraph 20c). The policy identifies that healthcare is the preferred use for the site following the relocation of Papworth Hospital and, therefore, the policy is consistent with national policy.	Papworth Hospital has relocated to a new building on the Cambridge Biomedical Campus at Addenbrooke's, and therefore the former hospital site in Papworth Everard is now vacant. A continuation of the existing policy approach is proposed in the Greater Cambridge Local Plan to ensure appropriate future use.	S/RRP: Policy areas in the rest of the rural area	The policy is consistent with national policy.
<b>E/7:</b> Imperial War Museum at Duxford	The NPPF does not directly address how policies should address major visitor attractions outside town centres.	The museum is of national importance. A continuation of the approach of Policy E/7 is proposed in the Greater	S/RRP: Policy areas in the rest of the rural area	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		Cambridge Local Plan which will provide an appropriate policy framework to enable its continued evolution.		
<b>E/8:</b> Mixed-use development in Histon & Impington Station Area	See Policy E/1 above.	It is proposed that the policy area designation will be maintained in the Greater Cambridge Local Plan. It is necessary to encourage sensitive redevelopment of this area and stimulate commercial activity and local employment. This approach was supported in the Histon & Impington Neighbourhood Plan.	S/RRP: Policy areas in the rest of the rural area	The policy is consistent with national policy.
<b>E/9:</b> Promotion of Clusters	This policy is consistent with national policy's requirement that planning policies should recognise and address the specific locational	The <i>Employment Land and Economic Development Evidence Study (2020)</i> explores the presence of clusters in the area, including	S/DS: Development Strategy J/NE: New employment and development proposals	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	requirements of different sectors, including making provision for clusters or networks of knowledge and data-driven, creative or high technology industries (paragraph 83).	their needs and opportunities, involving consultation with key stakeholders. The proposed Greater Cambridge Local Plan will continue to support the needs of clusters, updated as necessary to reflect the findings of the above Study.		
<b>E/10:</b> Shared Social Spaces in Employment Areas	This policy is consistent with the NPPF's expectation that planning policies should help create the conditions in which businesses can invest, expand and adapt (paragraph 81).	The success of many of the campuses and business parks are supported by a mix of other services and facilities which make it possible for workers to meet and share ideas. With the implementation of the Planning Use Class E, which provides greater flexibility between uses, such a policy is less necessary, but making	J/EP: Supporting a range of facilities in employment parks	The policy is consistent with national policy.



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		employment parks high quality environments for workers and visitors is an important issue and a similar policy is proposed for the Greater Cambridge Local Plan.		
<b>E/11:</b> Large Scale Warehousing and Distribution Centres	The NPPF says that planning policies should recognise and address the specific locational requirements of different sectors, including for storage and distribution operations at a variety of scales and in suitably accessible locations (paragraph 83). Policy E/11 restricts large scale warehousing and distribution, but specifically because of the importance of other high-tech sectors within Greater Cambridge,	A need for additional space for warehousing and distribution was identified in the <i>Greater Cambridge Employment Land and Economic Development Evidence Study (2020)</i> . The Greater Cambridge Local Plan First Proposals put forward allocations, and proposed policy which continued to focused on meeting local needs.	J/NE: New employment and development proposals	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	and the need for careful management and protection of employment land. Therefore, local justification is provided.			
<b>E/12:</b> New Employment Development in Villages	By enabling business development and expansion within village development frameworks, this policy is consistent with the NPPF’s expectation that policies should help create the conditions in which businesses can invest, expand and adapt (paragraph 81).	Sensitive small-scale employment development can help sustain rural economies, and provide a wider range of employment opportunities for local residents. A similar policy is proposed to be included in the Greater Cambridge Local Plan.	J/NE: New employment and development proposals	The policy is consistent with national policy.
<b>E/13:</b> New Employment Development on the Edges of Villages	As above, but with regard to development on the edges of villages.	As above.	J/NE: New employment and development proposals	The policy is consistent with national policy.
<b>E/14:</b> Loss of Employment Land to Non Employment Uses	As above, but with regard to resisting the	Less local employment opportunities can reduce the vibrancy of	J/PB: Protecting existing business space	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	loss of employment uses.	communities, and mean people have to travel further for work, or to access local services. It would be unreasonable to protect employment sites in perpetuity, but policies can seek to ensure that alternative employment opportunities have been explored before sites are lost.		
<b>E/15:</b> Established Employment Areas	By enabling business development and expansion within these established areas, this policy is consistent with the NPPF’s expectation that policies should help create the conditions in which businesses can invest, expand and adapt (paragraph 81).	A range of key employment locations have been identified to support the Cambridge economy, and the approach is proposed to be continued in the Greater Cambridge Local Plan.	J/NE: New employment and development proposals	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>E/16:</b> Expansion of Existing Businesses in the Countryside	As above, but with regard to existing businesses in the countryside, with appropriate controls included in the policy.	Whilst in general new development in the countryside is restricted, there are circumstances (outside the Green Belt) where the expansion of firms would be acceptable.	J/NE: New employment and development proposals	The policy is consistent with national policy.
<b>E/17:</b> Conversion or Replacement of Rural Buildings for Employment	The NPPF states that policies should enable the sustainable growth and expansion of all types of business in rural areas, both through conversion of existing buildings and well-designed new buildings. Outside settlements, it will be important to ensure that development is sensitive to its surroundings, does not have an unacceptable impact on local roads and exploits any	It is important that policies restrict the scale of development in the countryside where large scale development would be unsustainable. Rural buildings, such as farm buildings no longer needed for agriculture, provide opportunities for conversion for employment uses in the district, thereby supporting the rural economy. A similar policy approach is proposed to be included	J/RE: Supporting the rural economy	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	opportunities to make a location more sustainable (paragraphs 84 and 85). Policy E/17 is consistent with national policy in this regard.	in the Greater Cambridge Local Plan.		
<b>E/18:</b> Farm Diversification	This policy is consistent with the requirement in national policy that plan policies should enable the development and diversification of agricultural and other land-based rural businesses (paragraph 84b).	Policies need to support land-based businesses and farms to continue to thrive, including through diversifying into other business areas. A similar policy approach is proposed to be included in the Greater Cambridge Local Plan.	J/RE: Supporting the rural economy	The policy is consistent with national policy.
<b>E/19:</b> Tourist Facilities and Visitor Attractions	This policy concerns facilities and attractions in the countryside and includes a number of criteria to ensure that appropriate and sustainable development occurs.	None.	J/VA: Visitor accommodation, attractions and facilities	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	As such, the policy is consistent with national policy, which expects policies to enable sustainable rural tourism and leisure developments which respect the character of the countryside (paragraph 84c).			
<b>E/20:</b> Tourist Accommodation	The NPPF indicates that tourism development is a main town centre use and that policies should enable sustainable rural tourism and leisure developments which respect the character of the countryside (glossary and paragraph 84c). The policy permits tourist accommodation within and outside development	The Greater Cambridge Local Plan will consider how visitor accommodation should be addressed.	GP/PH: Protection of public houses J/VA: Visitor accommodation, attractions and facilities	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	frameworks, subject to appropriate controls and, therefore, is consistent with national policy.			
<b>E/21:</b> Retail Hierarchy	The NPPF says that plan policies should define a network and hierarchy of town centres and promote their long-term vitality and viability (paragraph 86a). Policy E/21 defines the hierarchy for the district and, therefore, is consistent with national policy.	The <i>Greater Cambridge Retail and Leisure Study (2023)</i> will review and assess the retail hierarchy across the whole of Greater Cambridge. This will be reflected in the Greater Cambridge Local Plan.	J/RC: Retail and centres	The policy is consistent with national policy.
<b>E/22:</b> Applications for New Retail Development	The NPPF indicates that when assessing applications for retail and leisure development outside town centres, which are not in accordance with an up-to-date plan, local planning	To sustain the vibrancy and vitality of centres, new retail should be directed towards new and existing centres. This means out of town development proposals - development outside a new or planned centre –	J/RC: Retail and centres	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>authorities should require an impact assessment if the development is over a proportionate, locally set floorspace threshold (paragraph 90). Policy E/22 includes locally set thresholds, reflecting the rural nature of the district and the scale of development that would be appropriate. As such, the policy is consistent with national policy.</p>	<p>will need to consider their impact on these centres, to ensure they do not undermine their ability to serve their local community.</p>		
<p><b>E/23:</b> Retailing in the Countryside</p>	<p>The NPPF requires the achievement of sustainable development and the retention and development of accessible local services and community facilities,</p>	<p>The <i>Greater Cambridge Retail and Leisure study</i> (2021) demonstrated the important role of smaller local convenience stores throughout the network of village settlements. It is therefore important that these village/ rural/</p>	<p>J/RC: Retail and centres</p>	<p>The policy is consistent with national policy.</p>



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>such as local shops (paragraph 84d). Policy E/23 responds to these provisions as it seeks to control sporadic development for retail uses in the countryside, which could result in unsustainable patterns of development and could harm the vitality and viability of village centres.</p>	<p>local centres provide people with continued access to a range of shops and services which help them to meet their day-to-day needs, while avoiding unsustainable development in the countryside outside settlements.</p>		

### Promoting Successful Communities

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>SC/1:</b> Allocation for Open Space	By allocating new and extended areas of public open space, this policy is consistent with national policy, which states that to provide the social, recreational and cultural facilities and services the community needs, planning policies should plan positively for the provision and use of shared spaces and community facilities, including open space (paragraph 93a).	Open spaces not only help support the health, social and cultural well-being of local communities but also help support strategies to mitigate the adverse effects of climate change. The varied nature of the area means that tailored solutions will be required for provision of open space in new development.	BG/EO: Providing and enhancing open spaces	The policy is consistent with national policy.
<b>SC/2:</b> Health Impact Assessment	A key element of the social objective of sustainable development, as outlined in the NPPF, is to support strong, vibrant and healthy	Place and space have a significant impact on health and wellbeing. The ability of individuals to lead healthy lifestyles is deeply influenced by the environment in which	WS/HD: Creating healthy new developments	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>communities (paragraph 8b). While national policy does not refer specifically to Heath Impact Assessments (HIAs), the requirement in Policy SC/2 to submit them for relevant development supports the achievement of sustainable development.</p>	<p>they live. The adopted Local Plan includes a requirement for HIAs to be submitted with planning applications subject to the size of the development. It is proposed to extend this policy across Greater Cambridge at a level of detail appropriate to the scale and nature of an application.</p>		
<p><b>SC/3:</b> Protection of Village Services and Facilities</p>	<p>This policy directly addresses the NPPF’s expectation that policies should enable the retention and development of accessible local services and community facilities in rural areas (paragraph 84d).</p>	<p>Community, cultural, education, sports and leisure services and facilities play an important role in making places vibrant, healthy and sustainable. These are important in both new and established settlements. Policies are needed to ensure these facilities and services are delivered to</p>	<p>WS/CF: Community, sports and leisure facilities GP/PH: Protection of public houses</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		support new development. Appropriate care is also needed to ensure new facilities do not undermine existing facilities. It is also equally important to ensure these are protected from loss to alternative uses, to support established settlements.		
<b>SC/4:</b> Meeting Community Needs	This policy is consistent with the NPPF's requirement that policies should plan positively for the provision and use of shared spaces, community facilities (such as local shops, meeting places, sports venues, open space, cultural buildings, public houses and places of	As above.	WS/CF: Community, sports and leisure facilities MS/MU: Meanwhile uses during long term redevelopments GP/PH: Protection of public houses	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	worship) and other local services to enhance the sustainability of communities and residential environments (paragraph 93a).			
<b>SC/5:</b> Community Healthcare Provision	National policy says that plan policies should address the provision of community facilities, including for health (paragraphs 20c and 28). By supporting the provision of such facilities within sustainable locations Policy SC/5 is consistent with the NPPF.	As above.	WS/CF: Community, sports and leisure facilities	The policy is consistent with national policy.
<b>SC/6:</b> Indoor Community Facilities	This policy is consistent with the NPPF's requirement that policies should plan positively for the provision and use of	As above.	WS/CF: Community, sports and leisure facilities	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	shared spaces and community facilities (paragraph 93a).			
<b>SC/7:</b> Outdoor Play Space, Informal Open Space and New Developments	This policy is consistent with the NPPF’s requirement that policies should plan positively for the provision and use of shared spaces and community facilities, including open space (paragraph 93a); and should be based on robust and up-to-date assessments of the need for open space, sport and recreation facilities and opportunities for new provision (paragraph 98).	Open spaces not only help support the health, social and cultural well-being of local communities but also help support strategies to mitigate the adverse effects of climate change. The varied nature of the area means that tailored solutions will be required for provision of open space in new development.  Updated evidence regarding the need for sports and openspace will be prepared to inform the local plan review.	BG/EO: Providing and enhancing open spaces WS/CF: Community, sports and leisure facilities	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>SC/8:</b> Protection of Existing Recreation Areas, Allotments and Community Orchards	The NPPF requires that existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless a number of criteria are met (paragraph 99). Policy SC/8 reflects the provisions of national policy in this regard.	Settlements contain a wide variety of open spaces that make significant contributions to the character of places, but also provide important local amenities. It is important that these are protected from development that could have an adverse impact on these qualities.	BG/PO: Protecting open spaces	The policy is consistent with national policy.
<b>SC/9:</b> Lighting Proposals	The NPPF requires that policies ensure that new development is appropriate for its location taking into account the likely effects, including limiting the impact of light pollution from artificial light (paragraph 185c). Policy SC/9 seeks to control any harmful	Plan policies should respond to the requirement in national policy in a local context.	WS/HS: Pollution, health and safety	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	effects of external lighting and, therefore, is consistent with national policy.			
<b>SC/10: Noise Pollution</b>	As above, but with regard to the effects of noise from development.	As above.	WS/HS: Pollution, health and safety	The policy is consistent with national policy.
<b>SC/11: Contaminated Land</b>	This policy responds to the requirement in the NPPF that policies should ensure that a site is suitable for its proposed use taking account of ground conditions and any risks arising from land instability and contamination (paragraph 183a).	As above.	WS/HS: Pollution, health and safety	The policy is consistent with national policy.
<b>SC/12: Air Quality</b>	Policy SC/12 reflects the requirement in the NPPF that policies should sustain and contribute towards compliance with	An ongoing issue is to ensure there is no adverse effect on air quality in air quality management areas (AQMA), which are	WS/HS: Pollution, health and safety	The policy is consistent with national policy.



Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	relevant limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and Clean Air Zones, and the cumulative impacts from individual sites in local areas (paragraph 186).	currently in effect in the city centre		
<b>SC/13:</b> Hazardous Installations	This policy reflects the broad provisions in national policy concerning hazardous installations and substances (paragraph 45).	Plan policies should respond to the requirement in national policy in a local context.	WS/HS: Pollution, health and safety	The policy is consistent with national policy.
<b>SC/14:</b> Odour and Other Fugitive Emissions to Air	As for Policies SC/9 and SC/10, but with regard to the effects of odour from development.	As above.	WS/HS: Pollution, health and safety	The policy is consistent with national policy.

### Promoting and Delivering Sustainable Transport and Infrastructure

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>TI/1:</b> Chesterton Rail Station and Interchange	This policy is consistent with the NPPF, with regard to policies identifying and protecting, where there is robust evidence, sites and routes which could be critical in developing infrastructure to widen transport choice (paragraph 106c).	Policy in the Greater Cambridge Local Plan will continue to safeguard important infrastructure from any adverse effects of new development.  Cambridge North station has now been completed and is operational.	I/FD: Freight and delivery consolidation I/SI: Safeguarding important infrastructure	The policy is consistent with national policy.
<b>TI/2:</b> Planning for Sustainable Travel	The NPPF expects plan policies to promote sustainable transport (section 9); Policy TI/2 is consistent with this approach.	An update of the adopted policy will reflect the aims of the Cambridgeshire and Peterborough Local Transport Plan and national policy, whilst addressing the specific challenges and local opportunities within Greater Cambridge.	I/ST: Sustainable transport and connectivity I/FD: Freight and delivery consolidation	The policy is consistent with national policy.
<b>TI/3:</b> Parking Provision	This policy sets local parking standards for	The adopted policy includes indicative	I/EV: Parking and electric vehicles	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	<p>new development and in doing so reflects the principles set out in national policy (paragraph 107).</p>	<p>parking standards that respond to the rural nature of the area.</p> <p>A replacement policy is proposed that moves to a more design-led approach, supported by indicative standards tailored to reflect different circumstances. This would allow flexibility to adapt to changing patterns of car ownership and use through the plan period.</p>	<p>I/FD: Freight and delivery consolidation</p>	
<p><b>TI/4:</b> Rail Freight and Interchanges</p>	<p>This policy takes a positive approach to proposals for rail freight interchanges and seeks to protect existing infrastructure. As such, it is consistent with the NPPF provisions referred to with regard to Policy TI/1.</p>	<p>A replacement policy proposal is to explore how local delivery hubs might be supported. These could provide opportunities for deliveries to be consolidated to reduce the number of trips, or transferred to other</p>	<p>I/FD: Freight and delivery consolidation I/SI: Safeguarding important infrastructure</p>	<p>The policy is consistent with national policy.</p>

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
		delivery modes such as electric bikes.		
<b>TI/5:</b> Aviation-Related Development Proposals	The NPPF takes a broad approach to this issue, indicating that plans should recognise the importance of maintaining a national network of general aviation airfields and have regard to the Government’s General Aviation Strategy (paragraph 106f). Policy TI/5 is more focused on the effects of aviation-related development, but is not otherwise inconsistent with national policy.	In addition to Cambridge Airport there are a number of established aerodromes and smaller airfields in Greater Cambridge, including Imperial War Museum Duxford. Policies are needed to ensure aviation development does not negatively impact environment and human health, and that impacts of proposals are fully considered.	I/AD: Aviation development	The policy is consistent with national policy.
<b>TI/6:</b> Cambridge Airport Public Safety Zone	As above.	As above.	I/AD: Aviation development	The policy is consistent with national policy.
<b>TI/7:</b> Lord’s Bridge Radio Telescope	This policy reflects the broad principles of the NPPF with regard to safeguarding important	Policy in the Greater Cambridge Local Plan will continue to safeguard important	I/SI: Safeguarding important infrastructure	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
	strategic and local infrastructure.	infrastructure from any adverse effects of new development.		
<b>TI/8:</b> Infrastructure and New Developments	This policy is consistent with the objective in national policy that development should be supported by sufficient infrastructure and that this can be secured through developer contributions (paragraphs 20b and c, and 34).	The Greater Cambridge Local Plan will be supported by work to assess electricity infrastructure capacity at a strategic level. A new policy seeks to ensure that this approach is integrated at a very early stage, via the development of energy masterplans for strategic developments. An Infrastructure Delivery Plan is being prepared to accompany the Greater Cambridge Local Plan. This will identify the infrastructure that is needed, when it is needed, and how much it costs.	I/EI: Energy infrastructure masterplanning I/ID: Infrastructure and delivery	The policy is consistent with national policy.

Policy	Consistency with National Policy	Evidence/change in local circumstances	Linked policy in the emerging Greater Cambridge Local Plan (GCLP)	Conclusion/RAG
<b>TI/9:</b> Education Facilities	As above, but specifically with regard to education facilities.	The Infrastructure Delivery Plan will accompany the Greater Cambridge Local Plan, which will identify what facilities are needed and how they will be funded. This will include provision for schools and health, and be prepared in consultation with service providers.	WS/CF: Community, sports and leisure facilities	The policy is consistent with national policy.
<b>TI/10:</b> Broadband	This policy is consistent with the NPPF's expectation that plan policies should support the expansion of electronic communications networks, including full fibre broadband connections (paragraph 114).	The Greater Cambridge economy is driven by businesses in knowledge-based sectors with businesses that rely on the use of cutting-edge digital technology. An updated policy is required to ensure that adequate and appropriate digital infrastructure is provided in new development.	I/DI: Digital infrastructure	The policy is consistent with national policy.



<b>Report to:</b>	Cabinet
<b>Lead Cabinet Member:</b>	Cllr Bill Handley - Lead Cabinet Member for Communities
<b>Lead Officer:</b>	Peter Campbell – Lead Officer for South Cambs Community Safety Partnership

---

## **South Cambridgeshire Community Safety Partnership – Operational Plan 2023/24**

### **Executive summary**

1. The purpose of this paper is to present the South Cambridgeshire Community Safety Partnership (CSP) Operational Plan for 2023/24.
2. As the accountable body for the CSP, the Council must have oversight of, and be in agreement with, the Plan.

### **Key Decision**

3. No – this is not a key decision

### **Recommendations**

4. It is recommended that Cabinet agrees the content of the Operational Plan for 2023-24, considering the lead role the Council takes in its delivery and the resources committed to it.

### **Reasons for Recommendations**

5. The CSP is made up of representatives from Police, Health, Probation, South Cambridgeshire District Council (SCDC), Cambridgeshire Fire and Rescue Authority, Cambridgeshire County Council and the Voluntary, Community and Social Enterprise Sector. The Police and Crime Commissioner must have regard to the CSP priorities within their Police and Crime Plan.
6. The responsible authorities listed are also required, under section 17 of Crime and Disorder Act 1998 (the Act), to consider the implication on crime and disorder of all their day-to-day activities. These are wide reaching across the work of the Council and include designing out crime in new developments, tackling frontline priorities through the Neighbourhood Services Team (Housing), and issuing a wide range Protection Orders through Environmental Health and Licensing teams.

## Details

7. The CSP is a statutory partnership, established by the Act. The aim of the CSP is to reduce crime, disorder, substance misuse and re-offending in a strategic and informed way. Some of the statutory responsibilities of the CSP are discharged through other countywide partnerships, including the reduction of substance misuse and reoffending.
8. A number of duties have come to Local Authorities and CSPs of late, which include:
  - Prevent Duty – A Local Authority duty to prevent the radicalisation of vulnerable people who might be drawn into extremist or terrorism activity. This is coordinated for Cambridgeshire by the County Council and delivered at the district level. Activity is reviewed by the CSP on a regular basis.
  - Protect Duty – On 2 May 2023 the Government published the draft Terrorism (Protection of Places) Bill, also known as Martyn’s law. When in place, this law will place a proportionate duty on those operating premises open to the public, which seeks to ensure stronger protections against terrorism in public places. This will be done on a tiered basis, with more stringent requirements for those operating high-capacity venues (800+).
  - Serious Violence Duty – overseen and co-ordinated in Cambridgeshire by the High Harms Board, this is a duty on a range of specified authorities to share information and target interventions to prevent and reduce serious violence in the community. It also amends the Crime and Disorder Act 1998 to ensure that existing Community Safety Partnerships make serious violence a priority.
9. Figure 1 in appendix A shows how the South Cambs CSP fits into the structure of community safety and related bodies across the county.
10. South Cambridgeshire District Council is one of the named ‘responsible authorities’ and is the accountable body for the CSP, taking a lead role in administering the work of the Partnership.
11. The CSP produces an annual Operational Plan to deliver the statutory requirements and identifying projects / themes of work to add value to the work of individual agencies. As the accountable body and in committing resources to it, SCDC must have oversight of and be in agreement with the Plan.
12. This report presents the CSP Operational Plan and associated Communications Forward Plan for 2023/24. As always, the work of the CSP and its subgroups is kept under constant review to maximise the added value that comes from partnership working. The Terms of Reference for each group are currently being reviewed. Two councillors from SCDC sit on the CSP Board, they are Cllr Sally Ann Hart and Cllr Helene Leeming. They have helped shape and develop the operational plan.
13. The Operational Plan for 2023/24 and associated Communications Forward Plan at Appendix B summarises the current activities of the CSP and this is made up of
  - i. statutory responsibilities; and



- ii. other projects identified by partners or driven by data to support the partnership's overarching aims.

Appendix C is a list of recommendations that have been accepted by the Board, with details of how exactly these will be delivered to be agreed during a forthcoming review of the CSP's work.

14. For 2023/24, the CSP priorities have changed to reflect the recommendations of the March 2023 strategic assessment and the duties outlined above, as follows:

- i. Improve resilience in communities across South Cambridgeshire
- ii. Ensure priority areas continue to be driven by data whilst also being informed by professional judgement
- iii. Strive to protect those vulnerable to abuse, harassment, and violence

15. Priority areas (on a geographic and thematic basis) are identified through an annual Strategic Assessment and regular data reviews, which highlight where parishes might be flagging on multiple crime and activity types.

16. The geographical priorities for 2023/24 are:

- i. Cambourne
- ii. Orchard Park
- iii. Northstowe
- iv. Milton and Waterbeach (which will get a data 'deep dive' to help partners better understand local issues).

17. The thematic focus and subject of a data 'deep dive' will be violence against the person and public order, which have increased in South Cambridgeshire in the last year.

18. The existing and allocated £15,000 per annum SCDC budget will continue to be available for Community Safety. This amount remains unchanged, and this is apportioned as follows:

- i. Commissioning the Strategic Assessment – approximately £9,500 per annum (which this year will include a deep dive into Milton & Waterbeach as well as violence against the person and public order)
- ii. Contributing to the countywide Domestic Homicide Review (DHR)<sup>1</sup> commissioning model – approximately £4,000 per annum. Each responsible authority is required to pay the same.
- iii. Projects to support the delivery of the Operational Plan – approximately £1,500

---

<sup>1</sup> **A Domestic Homicide Review (DHR)** is a multi-agency review of the circumstances in which the death of a person aged 16 or over has, or appears to have, resulted from violence, abuse or neglect by a person to whom they were related or with whom they were, or had been, in an intimate personal relationship, or a member of the same household as themselves. Since 13 April 2011 there has been a statutory requirement for local areas to conduct a DHR following a domestic homicide that meets the criteria.

19. SCDC is now in year 2 of a three-year agreement with the Office of the Police and Crime Commissioner (OPCC) which provides £45,000 per annum for a CSP Project Officer. This resource has been publicised to partners and to elected members frequently over the last 12 months. The postholder is listening to and working with the public to act on their concerns and support them to assist themselves, thereby developing community resilience. They are supporting partners on the CSP to deal with the local issues of crime and disorder which matter most to people who live and work in the area.

Examples of work include:

- Attendance at Cambourne/ Northstowe/ Orchard Park fetes, fayres and events in conjunction with CSP partners
- 'Coffee With A Cop' - Sawston, Linton, Melbourn. Upcoming Gamlingay events and building relationships with PCSOs (Police Community Support Officers)
- Web resources and signposting for residents on the Council's website
- Involvement in Northstowe anti-social behaviour and tenancy integration work
- Increasing engagement and reporting in Orchard Park as priority area
- Northstowe ASB - encouraging Town Council involvement & support to understand their responsibilities
- Creating County Lines events for parents in the District
- Creation of a 'Transforming Lives' ASB session for young people on the edges of risk taking behaviour that can be rolled out to other youth cohorts.
- Cambourne Speedwatch – recently launched
- Melbourne underpass partnership project - recently completed

20. There is currently PCC funding available through the 'Safer Communities' and 'Youth Fund' schemes. Three projects supported in South Cambs so far are:

- Melbourn underpass project – improving the safety of the area
- Firebreak youth courses – teaching young people life skills
- Cambourne Romsey Mill youth work – addressing youth ASB

21. The CSP Operational Plan for 2023/24 continues to take account of this agreement and includes an action to oversee the work of the Project Officer.

### **Options**

22. Cabinet could:

- i. Agree the CSP Operational Plan for 2023/24, considering the lead role the Council takes in its delivery and the resources committed to it.
- ii. Not agree the CSP Operational plan for 2023/24, detailing feedback to the CSP to consider for approval at a later stage.
- iii. Defer a decision until a later date, pending further information.

### **Implications**

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

## **Financial**

24. The sum contributed to the pooled fund for commissioning DHRs on a countywide basis has remained the same for the coming year (£4,000), but this figure could change in future years depending on the number of DHRs required and the average cost of each.

## **Staffing**

25. The CSP Project Officer is line managed and supported by the existing Community Safety Partnership Development Officer, within the Communications and Communities Team.

26. The funding from the OPCC has an associated monitoring and reporting requirement which will be undertaken by the Community Safety Partnership Development Officer.

27. The CSP Operational Plan references the Prevent duty for Local Authorities, as well as the Serious Violence Duty (and when more is known about Martyn's Law, this too is likely to feature). Progress against the SCDC Prevent Plan is reported on to the CSP and the countywide Prevent Board on a regular basis. The Serious Violence Duty is led by the High Harms Board and more information will be made available as work on this progresses (to include a countywide Needs Assessment).

## **Alignment with Council Priority Areas**

28. Modern and Caring Council: the CSP is a statutory partnership whose work aligns to that of the Council in tackling crime and disorder.

## **Background Papers**

None

## **Appendices**

Appendix A: Community Safety Partnership structure

Appendix B: CSP Operational Plan and Comms Forward Plan 2023/24

Appendix C: Recommendations from the Strategic Assessment for the 2023/24 financial year

Appendix D: Glossary of terms

## **Report Authors:**

Linda Gallagher- Development Officer  
Telephone: 07376 901019

Kathryn Hawkes – Communities Manager  
Telephone: 07702 629022 / 01954 712932 (Teams)

# Appendix A - Cambridgeshire and Peterborough Countywide Agreement 2022 to 2025

## Strategic System Leadership

The strategic system leadership is made up of the following components:

- Countywide Harms Board (Community Safety Strategic Board)
- Health and Wellbeing Board
- Criminal Justice Board
- Safeguarding Boards
- Integrated Care System Board
- Public Service Board

## Countywide Harms Board (Community Safety Strategic Board) Priorities

The Countywide Harms Board provides strategic direction and leadership across priority issues, with risk-based exception reporting for other

issues

Page 189

- Drug strategy
- Serious violence
- Violence against women and girls
- Serious and organised crime

## Countywide Development Groups

Countywide Delivery Groups drive co-ordinated approaches at a strategic level

- Mental Health Delivery Board
- Domestic Abuse/Sexual Violence Strategic Board
- CCJB Rehabilitation and Resettlement Group
- Strategic Child Exploitation Group
- PREVENT Board
- Vision Zero Partnership Board
- Drug and Alcohol Misuse Delivery Board
- Youth Justice Management Board
- Organised Crime and Modern Slavery Delivery Group

## Local/Countywide Linkages

- PCC/Community Safety Partnership Chairs Meeting: Provides an opportunity to share learning across CSPs
- Community Safety Officer Group: Provides an opportunity to support a co-ordinated approach across delivery groups and CSPs

## Local Delivery

Based on robust community engagement, CSPs are responsible for local delivery of CSP action plans and countywide priorities

- Cambridge City Community Safety Partnership
- East Cambridgeshire Community Safety Partnership
- Fenland Community Safety Partnership
- Huntingdon Community Safety Partnership
- Safer Peterborough Partnership
- South Cambridgeshire Partnership

The agreement is between the relevant Responsible Authorities and Community Safety Partnerships (CSPs) in Cambridgeshire and Peterborough, including: Cambridge City Council, Cambridgeshire County Council, East Cambridgeshire District Council, Fenland District Council, Huntingdonshire District Council, Peterborough City Council, South Cambridgeshire District Council, Cambridgeshire Constabulary, Cambridgeshire & Peterborough Integrated Care System and Fire & Rescue Service, and The Probation Service.



## **South Cambridgeshire Community Safety Partnership Operational Plan 2023-24**

The Community Safety Partnership is responsible for improving community safety, including reducing crime, disorder, substance misuse and reoffending in South Cambridgeshire. The partnership includes the local authorities, police, fire service, NHS, probation service, community rehabilitation company and the voluntary sector. We work alongside the Police and Crime Commissioner.

All partners on the CSP who have responsibilities under the various connected Duties (including Serious Violence, Prevent and Protect) do so by having regard to these Duties in their everyday activities, and through CSP activity where appropriate.

Through our Operational Plan we aim to:

1. improve resilience in communities across South Cambridgeshire
2. ensure priority areas continue to be driven by data whilst also being informed by professional judgement
3. strive to protect those vulnerable to abuse, harassment and violence

As a partnership, our actions add value to what we can do individually as organisations. We do not list everything we do separately.

Subject to the forthcoming (June 2023) review of Terms of Reference and meeting frequency, the Community Safety Partnership Board meets twice a year to provide direction and oversight. The Tasking and Tactical Coordination Group meets monthly to make sure that the Partnership's plans are delivered. The Problem-Solving Groups meet monthly and feed information into the Tasking and Tactical Coordination Group regarding challenging cases and trends.

## Operational Plan

Action	Lead Team / Organisation	Statutory Responsibility and /or evidence / data driven project to support CSP aims	Resources	Timescales
<p>Commission Strategic Assessment (SA), including min. 1 data 'deep dive' per annum.</p> <p>Page 192</p> <p>Review data, particularly for the Priority Areas</p>	<p>Communities Team, South Cambridgeshire District Council (SCDC) for the CSP. SA delivered through a Service Level Agreement (SLA) with Cambridgeshire County Council Research Team</p> <p>Data review produced by Cambridgeshire County Council Research Team for review by Tasking and Tactical Co-ordination Group (TCG) members, on behalf of the CSP Board.</p>	<p>Statutory responsibility – priority 2</p> <p>Priority 2</p>	<ul style="list-style-type: none"> <li>• C. £9,500 per annum (SCDC contribution)</li> <li>• Staff time</li>   <li>• Through SLA</li> </ul>	<p>Annually c. February with the deep dive/s conducted when necessary / appropriate</p> <p>Quarterly</p>



<p>Co-ordinate agency responses to local issues for adults and for children, young people and families through two separate Problem Solving Groups (PSG) with a focus on preventing serious violence</p>	<p>Communities Team, SCDC</p>	<p>Priority 1 &amp; 3</p>	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	<p>Monthly</p>
<p>Co-ordinate agency participation in place-based priority action groups / partnerships; and</p> <p>Support the delivery of projects and solutions to issues in agreed priority areas with a view to preventing low-level ASB and more serious violence.</p>	<p>Cambridgeshire County Council, Communities Service Team and Communities Team, SCDC</p> <p>Cambridgeshire County Council, Communities Service Team and Communities Team, SCDC</p>	<p>Priority 2</p> <p>Priority 2 1 &amp; 3</p>	<ul style="list-style-type: none"> <li>• Staff time</li> <li>• Grants</li> </ul>	<p>Monthly / quarterly depending on model</p>
<p>Coordinate and manage the work program of the CSP Project Officer post to include:</p> <ul style="list-style-type: none"> <li>• Respond to PCC enquiries</li> <li>• Delivering interventions and activity in Priority areas</li> </ul>	<p>Communities Team, SCDC</p>	<p>Priority 1</p>	<ul style="list-style-type: none"> <li>• OPCC Funding</li> <li>• SCDC Staff time</li> </ul>	<p>Ongoing, with OPCC monitoring</p>

<ul style="list-style-type: none"> <li>• Make applications as appropriate to the 'Safer Communities' fund.</li> <li>• Partnership/stakeholder working in Cambs CSP areas - Police, Fire, schools etc</li> <li>• Report monthly to T&amp;CG</li> <li>• Prepare reports for CSP Board &amp; OPCC</li> </ul>				
<p>Coordinate, manage and participate in the Community Trigger process</p>	<p>Environmental Health, SCDC</p>	<p>Statutory responsibility (SCDC)</p>	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	<p>Ongoing, as required</p>
<p>Domestic Homicide Reviews (DHR):</p> <ul style="list-style-type: none"> <li>• Support and facilitate the completion of ongoing DHRs</li> <li>• Work with County DASV/ VAWG Team to commission further reviews as required</li> </ul>	<p>Communities Team, SCDC</p>	<p>Statutory responsibility</p>	<ul style="list-style-type: none"> <li>• £4,000 per annum (SCDC contribution)</li> <li>• Staff time</li> </ul>	<p>HO guidance to be followed, this is currently under review.</p>
<p>Support the delivery of the Cambs County Council and SCDC 'Prevent' Plan (and</p>	<p>Communities Team, SCDC</p>	<p>Statutory responsibility (Local Authority Duty)</p>	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	<p>Ongoing</p>

<p>related 'Protect' duty where relevant)</p> <p>Ensure SCDC and CSP partners are compliant particularly regarding:</p> <ul style="list-style-type: none"> <li>• Licensing of events</li> <li>• ICT policy</li> <li>• Policies on facility hire / lettings</li> <li>• Training</li> <li>• Comms</li> <li>• Community engagement &amp; concerns</li> </ul>				
<p>tackle the causes of boarding behaviours:</p>	<p>Communities Team and Environmental Health services, SCDC</p>	<p>Priority 1</p>	<ul style="list-style-type: none"> <li>• OPCC Funding (allocated £4,130)</li> <li>• Staff time</li> </ul>	<p>Mental Health Officer appointed Winter 2022-23 so funding rolled forward for their use in 2023-24.</p>

<p>Information / social media campaigns to support the public to recognise and report incidents or concerns about:</p> <ul style="list-style-type: none"> <li>• Domestic abuse</li> <li>• Serious violence</li> <li>• Violence against women and girls</li> <li>• Cyber harassment, particularly young people focussed</li> <li>• Scams and rogue trading</li> <li>• Radicalisation</li> <li>• Hoarding</li> <li>• Hate crime</li> <li>• Modern Slavery</li> <li>• County Lines</li> </ul>	All partners.	Priority 1. Also contributes to statutory responsibility to regularly engage and consult with the community about their priorities and progress achieving them	<ul style="list-style-type: none"> <li>• Staff time</li> <li>• In accordance with CSP comms plan.</li> </ul>	Ongoing - see comms plan
Organise / support / facilitate 'Community Safety Events' across the district, particularly in priority areas.	Communities Team, SCDC with all CSP partners	Priority 1. Also contributes to statutory responsibility to regularly engage and consult with the community about their priorities and progress achieving them	<ul style="list-style-type: none"> <li>• Staff time</li> <li>• £500 for venue, refreshments, printing etc</li> </ul>	April 2023-March 2024
Support Cambs Police in conducting their open survey	Police	Priority 1. Also contributes to statutory	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	Open survey; quarterly engagement events

and quarterly engagement events to help understand community concerns in South Cambridgeshire		responsibility to regularly engage and consult with the community about their priorities and progress achieving them		
<p>Actions to support the reduction of:</p> <ul style="list-style-type: none"> <li>• Substance misuse</li> <li>• Reoffending</li> </ul>	<p>All Partners</p> <p>Delegation to other countywide partnerships</p>	Statutory responsibility	<ul style="list-style-type: none"> <li>• Staff time (invite correct agencies to the CSP Board)</li> </ul>	Ongoing
<p>Review the CSP Information Sharing Agreement (ISA) in line with current legislation and guidance</p> <p>Partners sign up to the ISA</p>	<p>Communities Team, SCDC</p> <p>All Partners</p>	Statutory responsibility	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>	Autumn 2023
Coordinate partnership activity to maximise resources and impact for South Cambs Communities and keep partnership activity under review, including the TCG and PSGs	All partners. SCDC to record and monitor	Statutory responsibility to set out a partnership plan and monitor progress	<ul style="list-style-type: none"> <li>• Staff Time</li> </ul>	Ongoing

## Communications Forward Plan – CSP 2023-24

Awareness Issue	Lead / Collaboration	Resources	Dates of campaign
Violence against women and girls (VAWG)	County Council VAWG newsletter	Staff time	Monthly
Radicalisation / Prevent / Protect	County Council - as part of the Local Authority duty	<ul style="list-style-type: none"> <li>Awareness of Eyes &amp; Ears toolkit in schools.</li> <li>Information created by Prevent team - County Council.</li> <li>See actions in SCDC Prevent Plan</li> </ul>	Regularly due to new responsibility
Boarding C's to include a ready-made article into their magazines on looking for signs	District Council (EH) / Fire	Staff time	15-19 May 2023
ASB awareness	Resolve for Police		3-9 July 2023
Hate crime	County / District / Police		8-16 Oct 2023
Cyber harassment and bullying-young people	Police		11 Oct 2023
County Lines, exploitation and Modern Day Slavery	Police / SCDC		16-22 Oct 2023
Preventing acquisitive Crime	Police		Awareness month Dec 2023 Businesses being targeted at Christmas.
Scams & rogue Traders	Communities Service, County Council		Jan 30- Feb 3
Domestic abuse	DASV		5-12 March 2024

## Appendix C: Strategic Assessment Recommendations for 2023/24

Priority	No.	Recommendations for 2023/24
<b>Priority 1:</b>  <b>Priority areas continue to be driven by data whilst also being informed by professional judgement</b>	1.1	Cambridgeshire County Council Research Team to complete a review of the quarterly data analysis process
	1.2	The review of the data matrix working processes should consider the inclusion of violence indicators
	1.3	ASB incidents and deliberate fires should continue to form part of the data review matrix to ensure emerging areas of concern are picked up and that work tackling ASB/deliberate fire setting is continued in current priority areas.
<b>Priority 2:</b>  <b>Protecting those vulnerable to abuse, harassment and violence</b>	2.1	The partnership should commission a more in-depth review of violence, in order to better understand this sustained increase.
	2.2	Given that public order can affect communities more generally than just individual victims, it would be worth the partnership requesting a more detailed analysis of these crimes, the areas affected and overlaps with other community safety issues.
	2.3	The CSP should utilise the Domestic Abuse and Sexual Violence Needs Assessment to gain a more detailed understanding of these issues within South Cambridgeshire.
	2.4	The partnership should use the latest Census data to consider whether particular cohorts are more present in the district now than previously.
<b>Additional recommendations</b>	3.1	Receiving additional data and information from the High Harms Board (or thematic partnerships lead at force level) to enable to the partnership to effectively prioritise emerging issues.
	3.2	The CSP should consider its role in raising and maintaining community awareness in relation to fraud, scams and cybercrime. In addition to prevention, higher levels of awareness could potentially lead to increases in reporting and victims accessing support.

Priority	No.	Recommendations for 2023/24
	3.3	In order to address the data gap regarding reoffending the CSP should consider what insights can be drawn from probation services and other key agencies locally as to levels of offending and concerns regarding offenders in the local area.
	3.4	It is <b>not</b> recommended that the partnership focus a priority on all acquisitive crime. It is very low in South Cambridgeshire and has seen notable reductions. The partnership should link in with the police on serious organised crime in relation to catalytic converter thefts.
	3.5	The CSP should utilise the upcoming Countywide Drug and Alcohol Needs Assessment to gain a more detailed understanding of these issues within the South Cambridgeshire.



## Appendix D – Community Safety Partnership: Glossary of Terms

- Community Safety Partnership – a Statutory Partnership made up of partners such as Police, Health, Probation, South Cambridgeshire District Council (SCDC), Cambridgeshire Fire and Rescue Authority, Cambridgeshire County Council and the Voluntary, Community and Social Enterprise Sector
- Community Trigger: Anti-social behaviour case review - see [Neighbourhood issues and Anti-Social Behaviour - South Cambs District Council \(scambs.gov.uk\)](#)
- County Lines – a term used to describe gangs and organised criminal networks involved in exporting illegal drugs into one or more importing areas within the UK, using dedicated mobile phone lines or other form of “deal line”. They are likely to exploit children and vulnerable adults to move and store the drugs and money and they will often use coercion, intimidation, violence (including sexual violence) and weapons.
- Domestic Homicide Review (DHR) – A Domestic Homicide Review (DHR) is a multi-agency review of the circumstances in which the death of a person aged 16 or over has, or appears to have, resulted from violence, abuse or neglect by a person to whom they were related or with whom they were, or had been, in an intimate personal relationship, or a member of the same household as themselves. Since 13 April 2011 there has been a statutory requirement for local areas to conduct a DHR following a domestic homicide that meets the criteria.
- Prevent and Protect (Martyn’s Law) – 2 pillars of the Government’s CONTEST (counter terrorism) strategy.
- Problem Solving Group (PSG) – a meeting for professionals to discuss cases (adults, children and their families) where 3+ stakeholders are needed to deliver a solution.

- Speedwatch - A national initiative where proactive members of local communities join with the support and supervision of their local police to record details of speeding vehicles using approved detection devices.
- Strategic Assessment – An analysis of data and information analysis by the Cambridgeshire County Council Research Group on behalf of the CSP – it presents data, trends and makes recommendations for future areas and themes of focus. A 'deep dive' focuses on a specific area of the data (such as a geographical area, or a theme, such as Catalytic Converter thefts) and a more detailed analysis is undertaken.
- Transforming Lives - A small-scale group work programme for young people, at emerging risk of exploitation, youth violence and antisocial behaviour. Aims to help young people gain an understanding of the possible consequences of risk-taking behaviour including gangs, county lines, alcohol and substance abuse and antisocial behaviour (ASB). To provide support through positive activities to raise personal aspirations and build resilience as well as guidance for parents and carers to effectively manage a young person taking risks and displaying negative behaviour.
- Tasking and Tactical Coordination Group – a subgroup of the CSP Board that delivers against the Operational Plan
- VAWG – Violence Against Women and Girls and Domestic Abuse and Sexual Violence (DASV). See [Cambridgeshire County Council DASV Partnership - Home \(cambsdasv.org.uk\)](http://Cambridgeshire County Council DASV Partnership - Home (cambsdasv.org.uk))

# Agenda Item 10



South  
Cambridgeshire  
District Council

<b>Report to:</b>	Cabinet	27 June 2023
<b>Lead Cabinet Member:</b>	Cllr John Williams (Lead Cabinet Member for Resources)	
<b>Lead Officer:</b>	Jeff Membery (Head of Transformation)	

## 2022-23 Quarter Four Performance Report

### Executive Summary

1. This report presents Cabinet with the Council's Quarter Four (Q4) position regarding its operational Key Performance Indicators (KPIs) and 2020-25 Business Plan actions, for consideration, comment and onward submission to Cabinet.
2. In addition to the regular appendices covering Key Performance Indicators and Business Plan progress, this report also includes an overview of the results from the Customer Contact Centre's recent mystery shopper exercise.

### Key Decision

3. No

### Recommendations

4. It is recommended that Cabinet:
  - a) Review the KPI results and comments at **Appendix Ai**, the overview of results from the Contact Centre's recent mystery shopper exercise at **Appendix Aii**, and the progress against Business Plan actions at **Appendix B**,
  - b) Recommend, where appropriate, any actions required to address issues identified within appendices.

### Reasons for Recommendations

5. These recommendations are required to enable management and members to understand the organisation's performance. The information included within performance reports contributes to the evidence base for the ongoing review of priorities and enables, where appropriate, redirection of resources to reflect emerging priorities and address areas of concern.

## Details

### Key Performance Indicator (KPI) and Mystery Shopper Results

6. This report presents Key Performance Indicator (KPI) results that are aligned to high-level, business-as-usual activities that underpin the successful delivery of the Council's services.
7. The data in **Appendix Ai** shows actual performance against target and intervention levels and accompanying comments, as provided by performance indicator owners. The Council uses a 'traffic light' system to denote performance, whereby:
  - **Green** signifies performance targets that have been met or surpassed.
  - **Amber** denotes performance below target but above intervention level. It is the responsibility of service managers to monitor such performance closely, putting in place remedial actions to raise standards as required.
  - **Red** denotes performance below the intervention level. This represents underperformance of concern and should prompt interventions and may involve the reallocation of resources or proposals to redesign how services are provided.
8. This report also contains a column called 'Outlook RAG'. The purpose of this column is to provide an indication of expected performance levels over the following quarter. This is based on estimates provided by service managers and helps to flag any risks to performance levels and prompt discussion about how these may be mitigated
9. **Appendix Aii** provides further assurance in relation to Contact Centre performance. A brief summary of their findings can be found below:
  1. 96% of our advisors showed knowledge of Council services/products and were able to answer the mystery shopper's enquiries to a high standard.
  2. 86% of the calls were met by a warm and friendly response, showing an element of empathy and sympathy.
  3. 91% and over in a number of personal attributes and behaviours, demonstrating how they 'put the customer at the heart of everything that they do'.

### Business Plan Update Report

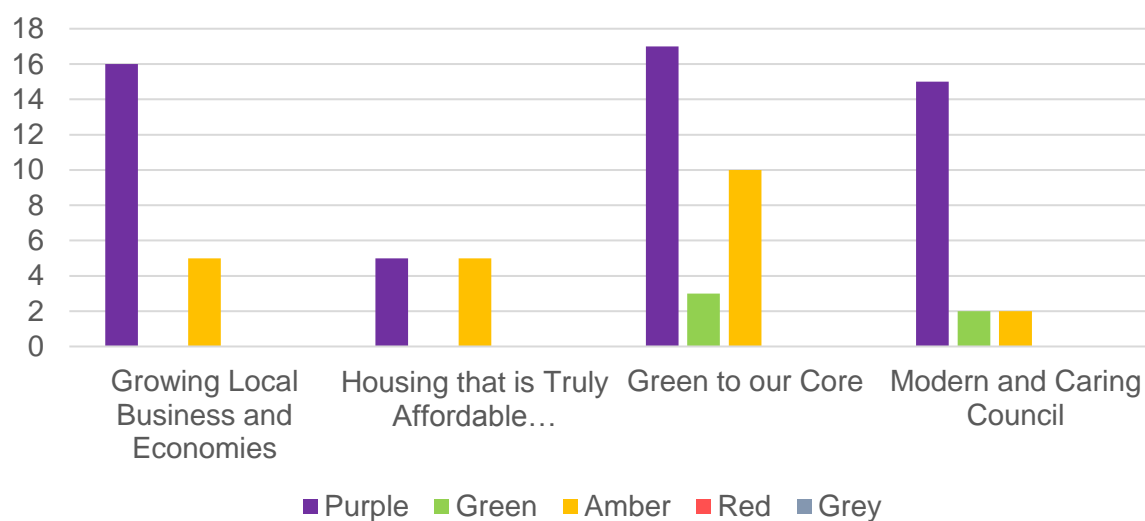
10. **Appendix B** provides updates in relation to the 2020-25 Business Plan actions and timescales. This report presents progress towards the 2022-23 iteration of the Business Plan Action Plan for the first time.
11. A colour-coding system is applied to this element of the report whereby:
  - **Purple** signifies that the measure has been completed
  - **Green** signifies that completion of the measure by the end of the stated target quarter is on target
  - **Amber** signifies that completion of the measure has been delayed, but is on track to be delivered by a revised delivery date

- **Red** signifies that the measure will not be delivered or that a delivery plan is needed
- **Grey** signifies that information is not available to indicate progress at this time

12. The number of Purple, Green, Amber, Red and Grey Business Plan measures at end of quarter two, broken down by each Business Plan priority, is as follows (previous quarter numbers are shown in brackets by way of comparison):

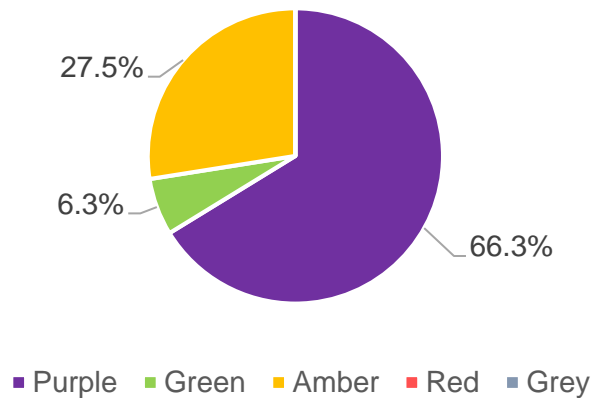
Status	Growing Local Business and Economies	Housing that is Truly Affordable for Everyone to Live in	Being Green to our Core	A Modern and Caring Council	Total
Purple	16	5	17	15	53
Green	0	0	3	2	5
Amber	5	5	10	2	22
Red	0	0	0	0	0
Grey	0	0	0	0	0
Total	21	10	30	19	80

Business Plan Measures Broken Down by Status at end of Q4



\*Please see colour coding definitions at paragraph 10 above.

Percentage of Purple, Green, Amber, Red and Grey Business Plan Measures at end of Q4



\*Please see colour coding definitions at paragraph 10 above.

13. A selection of some achievements from each of the four priority areas are detailed below:

### **Growing Local Businesses and Economies**

- The Visit South Cambs website ended the year on 12,700 unique users (an increase from 3,500 visitors at the end of March 22), and over 600 listings.
- Our Christmas market event saw 70 independent stalls and an estimated footfall of over 1500 visitors to the event.
- 207 in-person visits made to local businesses
- 78 businesses signed up to receive our markets toolkit
- Business Support Officers have been key in championing The Growth Fund and have so far allocated £1,377,500 to support and grow businesses in our district

### **Housing that's Affordable for Everyone to Live In**

- The New Build team completed a total of 91 new homes, successfully exceeding the target of 74 for 2022-23.
- A new Asset Management Plan was approved providing a robust basis for the future of our housing stock.
- £1.7m of Social Housing Decarbonisation Funding (SHDF) confirmed to assist with our work to improve the efficiency of our housing stock.
- Plans approved for the temporary community centre, due to open at Northstowe in June.

## Being Green to Our Core

- EV charging points installed at sheltered housing sites in Willingham and Meldreth and new EV Charge Point Grant set up
- 140 trees planted on two HRA sites in Bourn and Great Abington, and 50 parish councils have received trees through the '6 Free Trees' initiative
- 2 electric Refuse Collection Vehicles have been delivered and are in use. A third has been procured and delivery is expected shortly.
- Zero Carbon Communities funding awarded 13 projects (8 on the carbon emission reduction theme and 5 projects on the community engagement).
- 6 cameras in place at key sites throughout the district to deter fly tipping.
- A range of recycling-based communications campaigns completed and residual waste and recycling rejection reduction targets met

## A Modern and Caring Council

- £799k of Disabled Facilities Grant spent to allow people to live independently and safely in their homes.
- Responded to 277 referrals for support through the housing department's visiting support service, with 103 clients being supported as at end of March.
- Launch of a Community-led Plans toolkit and £50k grant fund to support communities to lead their own projects on themes such as sustainability, health and wellbeing, loneliness and isolation.
- Survey of all council tenants to better understand their priorities and to be able to compare satisfaction with other organisations
- Target met for income from investments and other commercial activity to reach 25% of our Taxation and Government Grant income levels (as they were at the time the target was set).

## Implications

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

There are no significant implications beyond those raised by performance indicator owners within the comments section of the Key Performance Indicator report at (**Appendix Ai**) or lead officers within the Business Plan update report at (**Appendix B**).

## Consultation responses

15. All performance indicator results, and commentaries are provided by or at the instruction of performance indicator owners. Business Plan updates have been provided by lead officers for each individual action.

## Alignment with Council Priority Areas

16. The KPI report (**Appendix Ai**) allows business-as-usual performance to be monitored and managed across the Council's range of activities, whilst the Business Plan Update report (**Appendix B**) provides a view of progress towards each of the actions and timelines outlined within the within the 2020-25 Business Plan priority areas, as detailed below:

- Growing local businesses and economies
- Housing that is truly affordable for everyone to live in
- Being green to our core
- A modern and caring Council

## Background Papers

South Cambridgeshire District Council Business Plan 2020-25

## Appendices

**Appendix Ai:** Key Performance Indicator Report

**Appendix Aii:** Mystery Shopper Results

**Appendix B:** Business Plan Update Report

## Report Author:

Kevin Ledger – Senior Policy and Performance Officer

Telephone: (01954) 713018

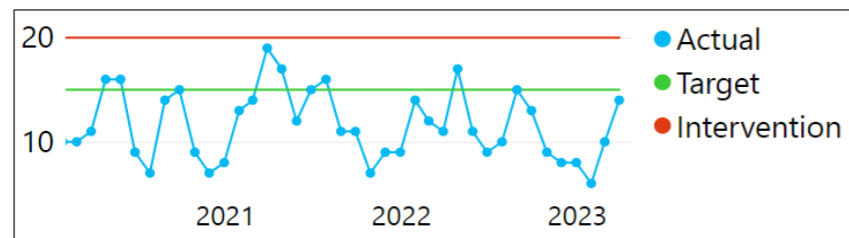


Key Performance Indicator and Owner, organised by Directorate and Service Area	Actual	Target	Intervention	Outlook RAG	Comments
--	--------	--------	--------------	-------------	----------

**Benefits**

**FS112 Average number of days to process new HB/CTS claims**

Dawn Graham

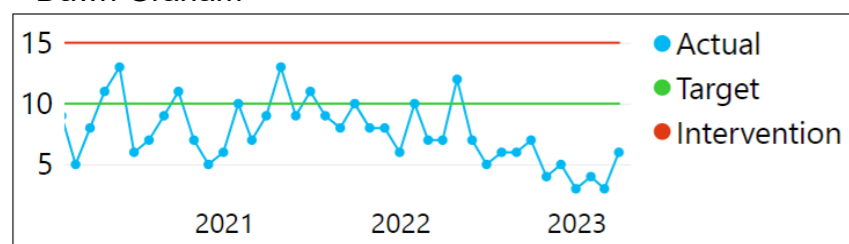


Jan	6	15	20	
Feb	10	15	20	
Mar	14	15	20	Amber

The Outlook RAG has been marked as Amber as performance during April is likely to be affected by year-end processing, close down and Easter holidays but we expect performance to improve by the end of Quarter 1.

**FS113 Average number of days to process HB/CTS change events**

Dawn Graham

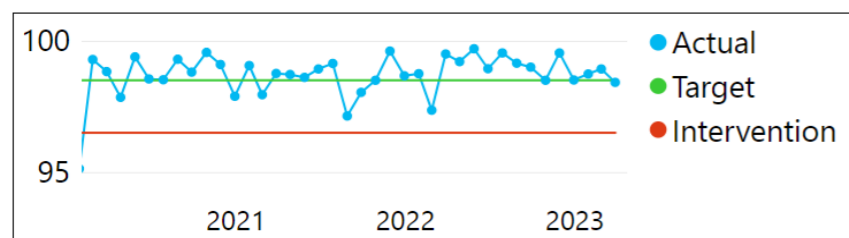


Jan	4	10	15	
Feb	3	10	15	
Mar	6	10	15	Green

**Finance**

**FS109 % undisputed invoices paid in 30 days**

Sean Missin



Jan	98.74	98.5	96.5	
Feb	98.93	98.5	96.5	
Mar	98.42	98.5	96.5	Green

The slight drop in March performance was a result of the busy year-end period, and a minor one-off administrative error that has now been resolved. The line chart to the left shows that performance has consistently been above target for an extended period, and March's result was just 0.68% below target - the equivalent of a single invoice. The Outlook RAG has been set to Green reflecting the expectation that performance will meet the target throughout Q1.

Key Performance Indicator and Owner, organised by Directorate and Service Area				Actual	Target	Intervention	Outlook RAG	Comments	
<b>Revenues</b>									
<b>FS102 % Housing Rent collected</b>									
Colin Jones									
Line chart not included for this PI - chart scale means result is indistinguishable from the target.				Jan	97.66	97.30	95.35	Green	Q4 results for February and March were marginally short of the target, by 0.12% and 0.04% respectively. This is considered to be a result of timing issues rather than underperformance.  A green Outlook RAG has been applied as we expect next quarter's performance to achieve target.
				Feb	97.79	97.90	95.94		
				Mar	97.96	98.00	96.00		
<b>FS104 % Business Rates collected (year to date)</b>									
Colin Jones									
Line chart not included for this PI - chart scale means result is indistinguishable from the target.				Jan	93.80	95.50	93.59	Green	Whilst the outturn position fell slightly short of the target, the collectable debit again increased during Q4, with a significant amount of this occurring in March. As we report collection performance as the % of what is available to collect, this impacts on the outturn figure. There was not enough time for bills for the properties that came on line during March to be paid by the end of the financial year and the chargeable period could go back several months prior to that. Much of this is due to be collected in the early part of 2023/24.
				Feb	97.70	98.40	96.43		
				Mar	98.18	99.10	97.00		
<b>FS105 % Council Tax collected (year to date)</b>									
Colin Jones									
Line chart not included for this PI - chart scale means result is indistinguishable from the target.				Jan	95.40	97.80	95.84	Green	Year end performance exceeded the target for the year. Jan and Feb were shown as Red and Amber respectively as a result of an increase in Council Tax payments being spread over 12 months rather than 10.
				Feb	98.20	98.60	96.63		
				Mar	99.23	99.10	97.10		

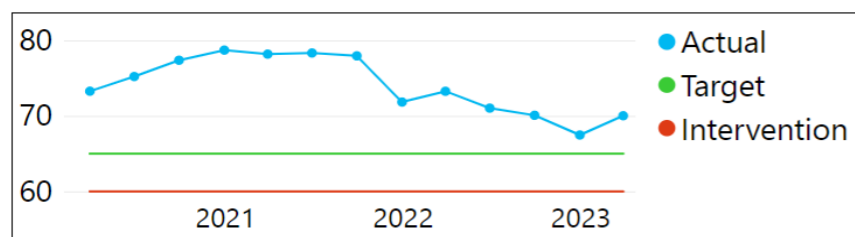
Report continues on the following page.

Key Performance Indicator and Owner, organised by Directorate and Service Area	Actual	Target	Intervention	Outlook RAG	Comments
--	--------	--------	--------------	-------------	----------

**Dev. Management**

**PN510 % of major applications determined within 13 weeks or agreed timeline (2 year reporting period cumulative - government KPI)**

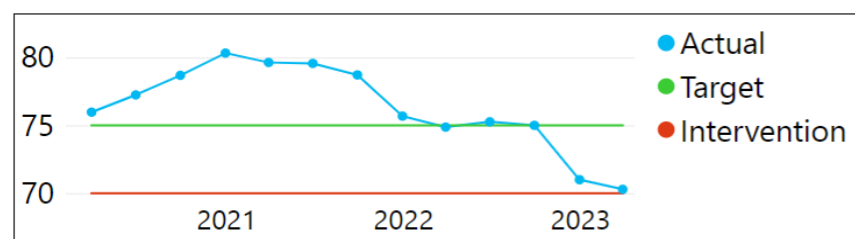
Heather Jones



Dec	67.47	65	60	
Mar	70.02	65	60	Green

**PN511 % of non-major applications determined within 8 weeks or agreed timeline (2 year reporting period cumulative - government KPI)**

Heather Jones



Dec	71.00	75	70	
Mar	70.29	75	70	Amber

March's result continues to be amber, as predicted in the Q3 report. This is because from Q3 onwards we entered into a new 2 year cumulative reporting period, as set by government. This reporting period takes results into account from Oct 2021 to Sep 2023, with each quarterly result reflecting the most recent position for this reporting period. The drop in Q3 occurred because strong quarterly processing times from the period prior to Oct 2021 are no longer taken into account as part of this new government reporting period.

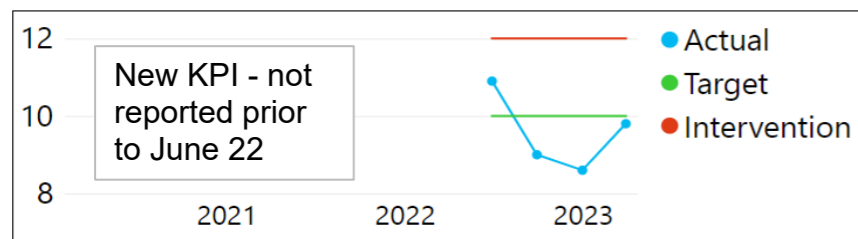
In addition, over recent quarters the team have worked hard to remove the backlog of historical applications (from 1110 applications at Jan 2022, to 361 at March 2023). This has had an impact on the overall status of this KPI, as work progresses to reduce the backlog and decisions on older applications are made as a result. The backlog had accrued over a number of years and now the shared service has matured the team have been able to reduce these, supported by a dedicated resource.

The government-set target for this KPI is at 70%. This is the level at which we have set out intervention level, with our own internal target set at 75%. Once the backlog is cleared we will start to see improvement against this KPI, ensuring we continue to remain above the government target of 70% by the end of the current designation period at September.

Key Performance Indicator and Owner, organised by Directorate and Service Area	Actual	Target	Intervention	Outlook RAG	Comments
--	--------	--------	--------------	-------------	----------

**PN519 Average time to determine validated householder Planning applications (weeks)**

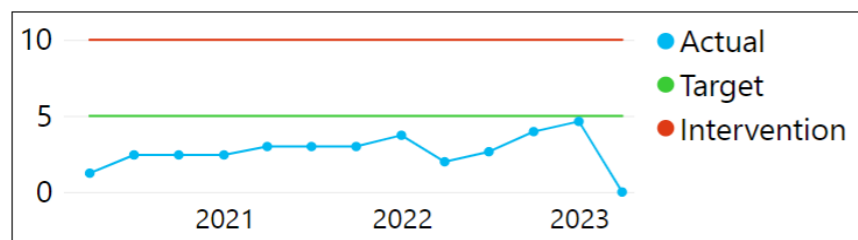
Heather Jones



Dec	8.60	10	12	
Mar	9.80	10	12	Green

**PN512 % of appeals against major planning permissions refusal allowed (2 year reporting period cumulative - government KPI)**

Heather Jones

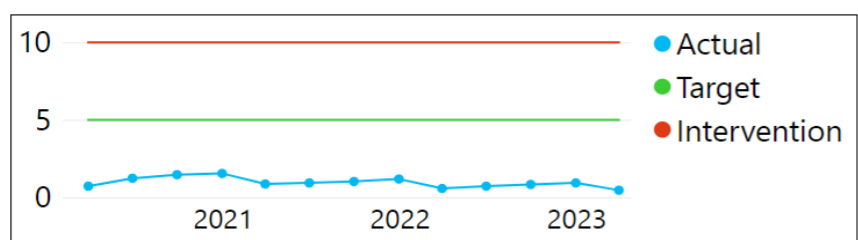


Dec	4.64	5	10	
Mar	0.00	5	10	Green

The March result has dropped to 0.00 following the end of the previous 2 year cumulative reporting period. The new reporting period runs from April 2021. The result of 0% means that between this date and end of March 2023 there have been no major appeals allowed against major planning permission refusals.

**PN513 % of appeals against non-major planning permission refusal allowed (2 year reporting period cumulative - government KPI)**

Heather Jones



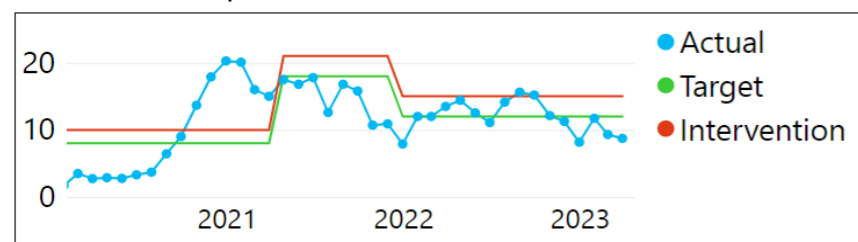
Dec	0.93	5	10	
Mar	0.46	5	10	Green

As is the case in relation to PN512, we have now entered a new 2 year cumulative reporting period in relation to PN513.

**Land Charges**

**SX025 Average Land Charges search response days**

Charlene Harper



Jan	11.73	12	15	
Feb	9.31	12	15	
Mar	8.73	12	15	Green

Key Performance Indicator and Owner, organised by Directorate and Service Area	Actual	Target	Intervention	Outlook RAG	Comments
--	--------	--------	--------------	-------------	----------

**Housing Advice**

**AH230 Number of households with children leaving B&B accommodation after longer than 6 weeks**

Heather Wood

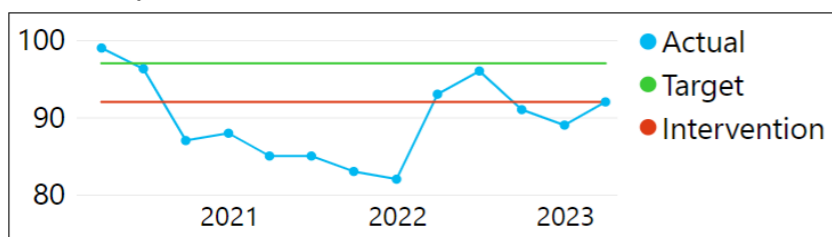
Line chart not included for this PI - chart scale means result is indistinguishable from the target.

Dec	0	0	1	
Mar	0	0	1	Green

**Housing and Property Services**

**AH204 % tenants satisfied with responsive repairs**

Eddie Spicer



Dec	89	97	92	
Mar	92	97	92	Amber

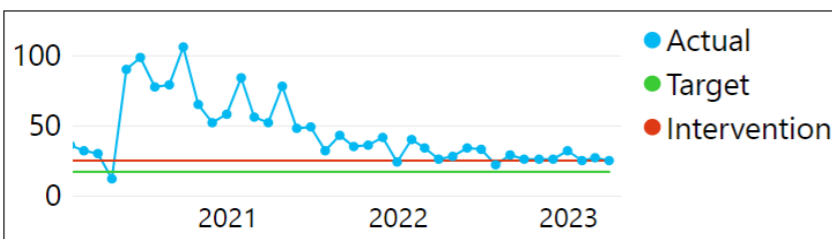
We have seen an increase in satisfaction from the Mears contract, but are yet to reach the stretch target of 97% as set by the new contract terms. To add some perspective to this figure the Housemark benchmark figures for overall satisfaction with a contracted response repairs service is 80.7% nationally for a local authority and 82% for a Housing Association.

We are aiming to achieve the stretch target over the coming months and there is regular scrutiny of satisfaction levels by the contract board and resident's working group, which look for trends and reasons for low satisfaction.

We will also shortly be starting some third-party satisfaction surveys across all property service areas. This return will be compared independently using various methods, rather than relying solely on SMS messaging. This will help to provide an independent, benchmarking profile of contract performance.

**AH211 Average days to re-let all housing stock**

Eddie Spicer



Jan	25	17	25	
Feb	27	17	25	
Mar	25	17	25	Amber

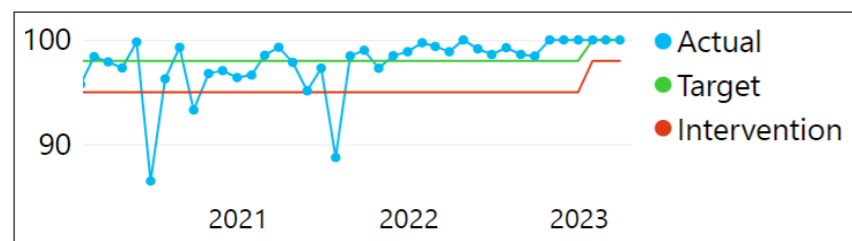
Although there has been a slight improvement in this figure for March there has been a consistently high volume of empty properties returned in poor condition since late 2022. This has in turn created an extended re-let period.

We are currently analysing the process in its entirety to identify where efficiencies can be achieved. This is involving all areas of the housing team and the role each plays in the relet process. We aim to complete the review and implement changes for improved service by July 2023.

Key Performance Indicator and Owner, organised by Directorate and Service Area	Actual	Target	Intervention	Outlook RAG	Comments
--	--------	--------	--------------	-------------	----------

**SH332 % emergency repairs in 24 hours**

Eddie Spicer



Jan	100	100	98	
Feb	100	100	98	
Mar	100	100	98	Green

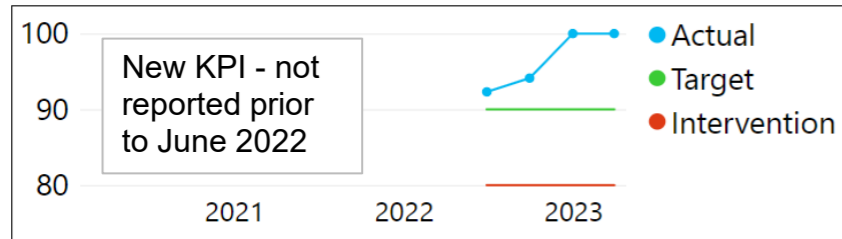
Report continues on the following page.

Key Performance Indicator and Owner, organised by Directorate and Service Area	Actual	Target	Intervention	Outlook RAG	Comments
--	--------	--------	--------------	-------------	----------

**Democratic Services**

**CC314 % of public hybrid meetings run without issues causing downtime exceeding 5 minutes**

Andrew Francis

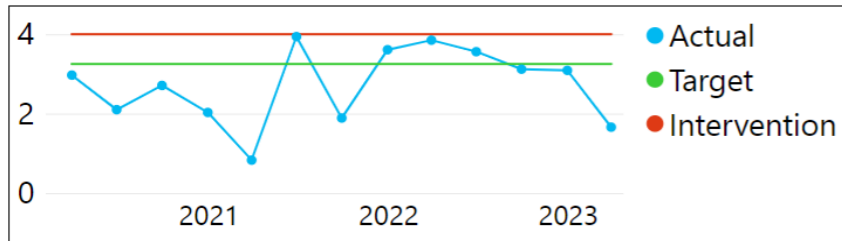


Dec	100	90	80	
Mar	100	90	80	Green

**HR**

**FS117 % Staff turnover (non-cumulative)**

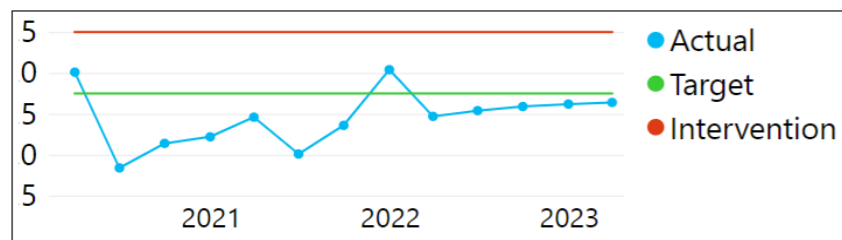
Jeff Membery



Dec	3.09	3.25	4	
Mar	1.66	3.25	4	Green

**FS125 Staff sickness days per FTE excluding SSWS (non-cumulative)**

Jeff Membery



Dec	1.62	1.75	2.5	
Mar	1.64	1.75	2.5	Green

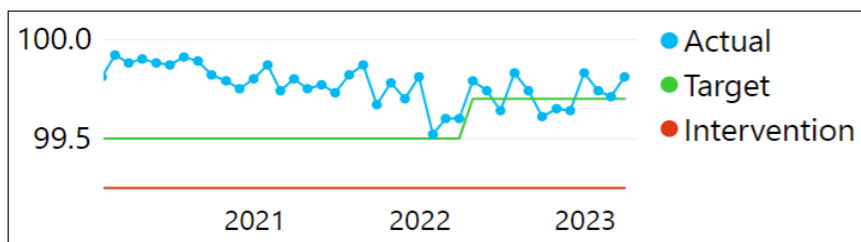
Report continues on the following page.

Key Performance Indicator and Owner, organised by Directorate and Service Area	Actual	Target	Intervention	Outlook RAG	Comments
--	--------	--------	--------------	-------------	----------

**Shared Waste Service**

**ES408 % of bins collected on schedule**

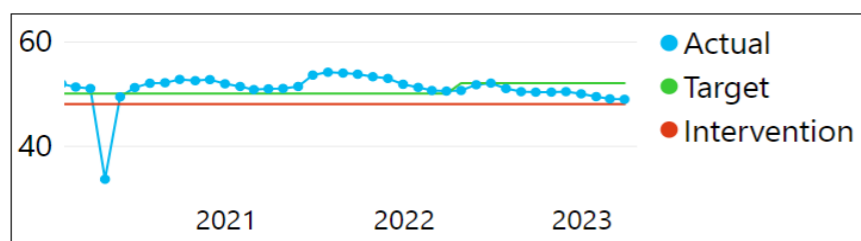
Bode Esan



Jan	99.74	99.7	99.25	
Feb	99.71	99.7	99.25	
Mar	99.81	99.7	99.25	Green

**ES418 % of household waste sent for reuse, recycling and composting (cumulative)**

Bode Esan



Jan	49.43	52	48	
Feb	49.01	52	48	
Mar	48.92	52	48	Green

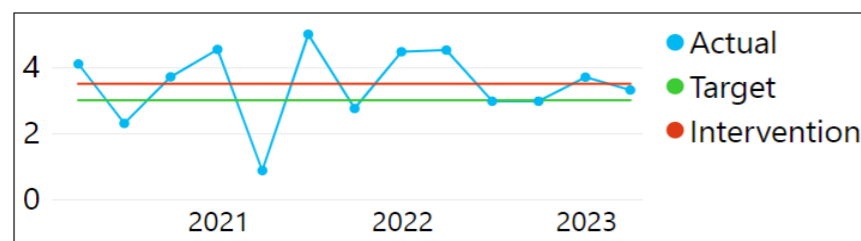
The recycling rate is presented year to date and therefore this Q4 figure is the overall recycling rate position for the year.

Compared to last year (2021/22), the recycling rate for the full year has dropped from 50.5% to 48.92%. This is largely attributed to the 15% drop in green bin waste (275.2 Kg per household (Kg/HH) to 233.0 Kg/HH) in the same period. In further detail, comparing the same periods, black bin waste has reduced by 4.5% (18.68 Kg/hh), and the blue bin waste has increased marginally (2.7% or 5.0 Kg/hh). This shows how significant the contribution of garden and kitchen waste is to the overall recycling rate. With the very dry summer last year and wet Q4 resulting in less green waste, the overall recycling rate is down. Importantly, the black bin waste is continuing to reduce and in 2023/24 the reduction will be tracked to match the DEFRA target to reduce residual waste per household to 50% of 2019 levels by 2042.

Outlook RAG set to green as this is typically the time of year with the highest recycling rate due an the increase in green bin waste.

**SF786a Staff sickness days per FTE - Shared Waste Service Only**

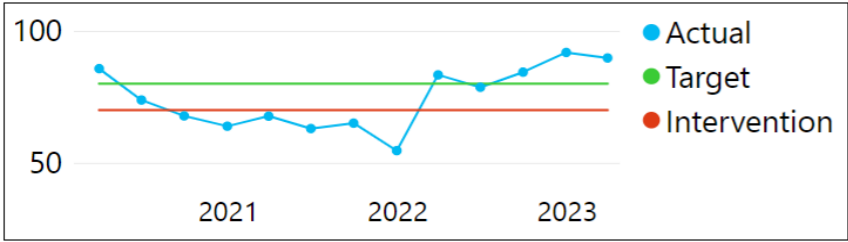
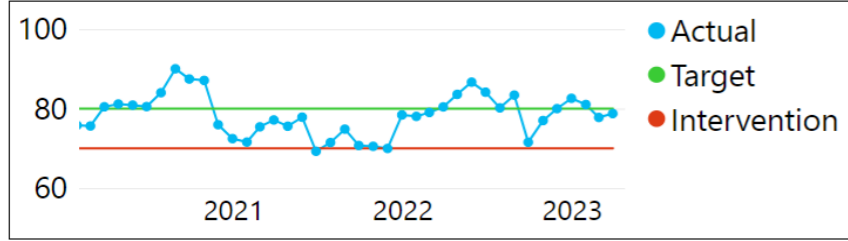
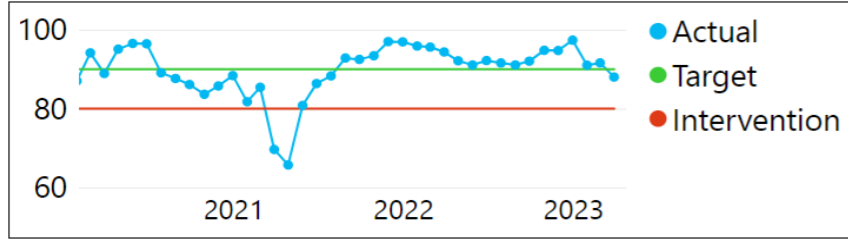
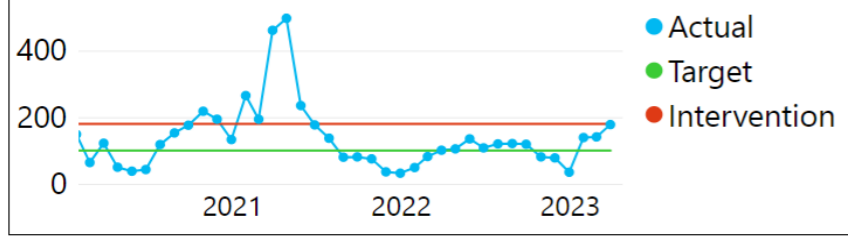
Bode Esan



Dec	3.70	3	3.5	
Mar	3.31	3	3.5	Green

This is a decline in sickness absence levels from the previous quarter. There is no indication that sickness levels are rising at the moment and so we estimate that the Outlook RAG will be green for next Quarter.



Key Performance Indicator and Owner, organised by Directorate and Service Area	Actual	Target	Intervention	Outlook RAG	Comments
<b>Complaints</b>					
<b>CC305 % of formal complaints resolved within timescale (all SDCC)</b>					
Jeff Membery					
	Dec	91.84	80	70	
	Mar	89.74	80	70	Green
<b>Contact Centre</b>					
<b>CC302 % calls to the Contact Centre resolved first time</b>					
Jeff Membery					
	Jan	81.04	80	70	
	Feb	77.78	80	70	
	Mar	78.76	80	70	Amber
<p>Q4 saw a positive set of results in relation to all three Contact Centre KPIs, given that this is the busiest time of year due to Council Tax and NNDR Annual Billing.</p> <p>In addition, the Council undertook a mystery shopper exercise in relation to it's Contact Centre during Q4, the results of which are largely positive. Further details in relation to this can be found in the summary presentation from the mystery shopper exercise, at <b>Appendix Aii</b>.</p> <p>The Outlook RAG for all three KPIs has been set as amber, as the busy period extends into the first half of Q1.</p>					
<b>CC303 % of calls to the Contact Centre that are handled (answered)</b>					
Jeff Membery					
	Jan	91.02	90	80	
	Feb	91.61	90	80	
	Mar	88.01	90	80	Amber
<b>CC307 Average call answer time (seconds)</b>					
Jeff Membery					
	Jan	139	100	180	
	Feb	141	100	180	
	Mar	178	100	180	Amber
<p>Although results are shown as Amber, this sits within the context of Q4 being the busiest time of year for the Contact Centre.</p> <p>Independent analysis carried out by the University of Cambridge also demonstrates that this performance is within normal levels compared to the average over time. The full report can be found at: <a href="https://scambs.moderngov.co.uk/ieListDocuments.aspx?CId=293&amp;Mid=9492&amp;Ver=4">https://scambs.moderngov.co.uk/ieListDocuments.aspx?CId=293&amp;Mid=9492&amp;Ver=4</a> (see agenda item 9 appendix 2a)</p> <p>It is also worth noting that in addition to the usual reminders and summons that are sent at this time of year, a number of calls were received relating to the new County Council Precept (rate of tax). Further detail below:</p> <p>On average 122 additional calls per day were received between 23 and 30 March, when compared to the rest of the month. Had the last week of March followed the same trend for the rest of the month the March result would have been 116 seconds.</p>					

Note: Whilst some KPIs are reported monthly, others are reported quarterly. For quarterly KPIs the results are labelled based on the month at the end of the quarter (e.g. Q1 = Jun, Q2 = Sep)

This page is left blank intentionally.



# Contact Centre Mystery Shopper Result Overview

Page 219

Paul Saunders, CX Director of Insight 6  
Rachael Fox-Jackson, Customer Contact Manager  
Phil Bird, Corporate Programme Manager



## Key Aims

Page 220

- To run a 4 week analysis programme of 400 contacts
- To understand the Customer Experience that your customer contact team deliver
- To identify and advise on key elements of the service that could be enhanced
- To provide benchmark data to measure performance against
- To make recommendations to improve overall performance



# The Contacts

- Team of 16 researchers made the 400 contacts
- 20 contacts were made each day, 50% of contacts were made between 8am and noon, 50% of contact were made between 2pm and 5.30pm
- Each of the 37 scenarios were tested on each day of the week, both am and pm, giving a minimum of 10 contacts per scenario. This ensured the widest possible coverage of contact centre team members was achieved.
- No researcher made the same contact on the same day with the same scenario.

Scenario Area	Number of Scenarios	Number of Contacts
Benefits	4	44
Electoral Services	6	64
Environmental Services	6	64
General Enquiries	8	86
Housing	6	62
Planning	4	45
Revenues	3	35
Totals	37	400



## Results by Scenario Areas

Page 222

Scenario Area	Number of Contacts	Average Score
Benefits	44	83%
Electoral Services	64	82%
Environmental Services	64	82%
General Enquiries	86	79%
Housing	62	80%
Planning	45	81%
Revenues	35	83%
Average Score	400	81%



## Result Consistency

Time of Day	Contacts Made	Average Score
Morning 8am to Noon	200	82%
Afternoon 2pm to 5.30pm	200	81%

Page 223

Day of Week	Number of Contacts	Average Score
Monday	80	81%
Tuesday	80	84%
Wednesday	80	80%
Thursday	80	81%
Friday	80	80%



# Benchmarking

- All benchmarking takes place against all Local Authorities in Hertfordshire

Page 224

Benchmark Average 68%

South Cambridgeshire District Council's Overall Contact Average = 81%

- Did you feel that the team members attempted to add value or 'go further' for you?
- Benchmark Average 33%
- South Cambridgeshire District Council's Average = 51%





# Benchmarking – Net Promoter Score

Based on your experience, how likely are you to recommend this service to others

Scored	Amount	Detractors					Passives		Promoters			
9 or 10	212	☹	☹	☹	☹	☹	☹	☹	☺	☺		
7 or 8	148	0	1	2	3	4	5	6	7	8	9	10
6 or less	40	Net Promoter Score =				% Promoters		-	% Detractors			

(Formula: 212 – 40 = 172, divide by 100, x 25 = 43+)

South Cambridgeshire District Council's Overall NPS = Positive 43 (Target 60+)

Benchmark Score = **minus 36**



# Contact Analysis

Area	59 or Less	%	60-69	%	70-79	%	80-89	%	90-100	%	Total
Benefits	0	0%	6	14%	5	11%	24	55%	9	20%	44
Electoral Services	3	5%	4	6%	10	16%	36	56%	11	17%	64
Environmental Services	0	0%	5	8%	14	22%	34	53%	11	17%	64
Housing	2	3%	9	15%	11	18%	38	61%	2	3%	62
General Enquiries	4	5%	11	13%	17	20%	50	58%	4	5%	86
Planning	1	2%	5	11%	11	24%	21	47%	7	16%	45
Revenues	1	3%	2	6%	4	11%	22	63%	6	17%	35
Totals	11	3%	42	10%	72	18%	225	56%	50	13%	400

Areas of least opportunity

Areas of greatest opportunity



# What Worked Well...

## Where are the Opportunities?

Did you speak to a contact centre team member on the first attempt?

88%

Page 22 of 27  
Upon making contact, from completion of the answer phone instructions, how many seconds did it take for the phone to be answered by the call handler?

0 to 120 seconds

72%

121 to 240 seconds

11%

Over 240 seconds

17%

Was the phone answered:

With a smile?

95%

With a pleasant greeting of Good Morning or Good Afternoon?

98%

With the name of the team member given?

98%

With an offer of help or assistance?

100%



# What Worked Well...

## Where are the Opportunities?

Did the team member give relevant advice or suggest a way forward in one or more of the following ways? (tick all that apply)	
Showed knowledge and was able to answer your enquiry to your satisfaction	96%
Encouraged and/or directed you to find information via the website	70%
Directed you/or helped you to complete an on-line form via the website	55%
None of the above	4%

If applicable, was the price/cost implications clearly explained and well presented?	36 applicable responses	81%
Did the team member summarise the solution and/or information they had provided in response to your enquiry?		79%
Did the team member check your understanding of the solution and/or information they had provided?		79%
At the end of the call were you asked if there was anything else they could help you with today?		25%
Were you thanked for your call and/or offered a farewell in a genuine, friendly manner?		99%

Page 22



## What Worked Well... Where are the Opportunities?

Overall, did you feel that the team member showed interest and took control of the call by:	
Clearly presenting the information or options that were available in response to your enquiry?	99%
Taking sufficient time and showing sufficient patience to fully understand the detail of your enquiry	94%
Asking relevant questions to aid clarity and identify suitable solutions	73%

Overall, what best describes the way in which the team member interacted with you whilst dealing with your enquiry:	
Extremely warm and friendly	36%
Warm and friendly	50%
Polite and efficient	13%
Efficient but with limited conversation	0%
Cold with the minimum of conversation	0%

Overall, which of the following personal attributes do you feel the team member displayed whilst handling your enquiry?	
Enthusiasm/Passion	91%
Professionalism	99%
Politeness/Courteous	100%
Positivity	98%
Confidence	99%
Empathy	91%
Knowledge	98%



## What Worked Well... Where are the Opportunities?

Overall, did you feel that the team member showed interest and took control of the call by:		
Clearly presenting the information or options that were available in response to your enquiry		99%
Taking sufficient time and showing sufficient patience to fully understand the detail of your enquiry		94%
Asking relevant questions to aid clarity and identify suitable solutions		73%
Was all communication jargon free?	400/400	99%
Did you feel that the team members attempted to add value or 'go further' for you?	400/400	51%



## In Summary

Two Points to Focus on:

Page 231

Adding Value

- Personalisation

This page is left blank intentionally.



Appendix B - Business Plan Progress Report (Growing local businesses and economies)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
A1) Support Businesses through COVID with help, advice and support for a green recovery that enables them to survive, adapt and grow, and to respond flexibly as the national and local situation develops.	A1i) Implement a Customer Relationship Management system to improve our engagement with, and services for, local businesses (Quarter 3)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• Work to implement a Business Specific CRM is underway through the Project Management Transformation Team. This will be a Council-wide IEG4 Business Portal and will be implemented for all services that deal with businesses as part of their service plan, e.g. Commercial waste, Environmental Heath and NNDR.</li> </ul>	Amber
A1) Support Businesses through COVID with help, advice and support for a green recovery that enables them to survive, adapt and grow, and to respond flexibly as the national and local situation develops.	A1ii) Expand our Visit South Cambridgeshire brand alongside wider collaboration with Cambridgeshire and Peterborough partners, to support local businesses. (Quarter 3)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• Visit South Cambs ended the year on 12,700 unique users (an increase from 3,500 visitors at the end of March 22), and over 600 listings.</li> <li>• The events side of the website has grown significantly, supporting activities in local communities, including the promotion of community markets.</li> <li>• A spring marketing campaign has been launched and articles published encouraging support for local businesses and looking at budget days out for residents.</li> <li>• During 23-24 we will continue to add further content to the website and will be launching a newsletter. We will also be exploring ways of working with the wider Cambridgeshire tourism offering.</li> </ul>	Purple
A1) Support Businesses through COVID with help, advice and support for a green recovery that enables them to survive, adapt and grow, and to respond flexibly as the national and local situation develops.	A1iii) Deliver at least 8 Sector specific events/webinars/support initiatives as part of an ongoing engagement programme (Quarter 4)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• 7 business support webinars took place across the financial year,</li> <li>• Three of these webinars took place in Q4, including 'how to do business with the council', 'why reducing your carbon makes sense', and the first of a series of 5 'mental health and wellbeing' webinars for which we gained funding from Cambridgeshire County Council.</li> <li>• A range of additional events and support initiatives took place across the year, including our Christmas market event, which saw 70 independent stalls and an estimated footfall of over 1500 visitors to the event.</li> </ul>	Purple
A1) Support Businesses through COVID with help, advice and support for a green recovery that enables them to survive, adapt and grow, and to respond flexibly as the national and local situation develops.	A1iv) Implement a new and improved policy to support the street trading sector across South Cambridgeshire. This policy will ensure high levels of safety compliance and enable the sector to thrive through the introduction of flexible trading models. (implementation by March 2023)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>• The new street trading policy was approved and rolled out towards the beginning of the 2022-23 financial year.</li> <li>• There is still a steady uptake of consents, and this will continue as we engage further with the parish councils and the trade.</li> </ul>	Purple

Appendix B - Business Plan Progress Report (Growing local businesses and economies)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
A1) Support Businesses through COVID with help, advice and support for a green recovery that enables them to survive, adapt and grow, and to respond flexibly as the national and local situation develops.	A1v) Support the private hire and hackney carriage sector through an updated and improved taxi strategy and policy. These policy measures will contribute to the overall green agenda and support the taxi trade through this transition. Public safety measures will also be progressed including the advancement of taxi CCTV provisions. (Implementation over 2022 - 2023 and ongoing)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>The policy is now fully adopted and a judicial review in relation to the CCTV policy has found in favour of SCDC. The period of appeal against this decision is also now over.</li> </ul>	Purple
A2) Develop a District specific skills and training package to ensure career enhancement, and that re-skilling and up-skilling opportunities for residents and business are widely known and accessed. Adjusting the skills and training agenda to mitigate the impact of covid on the local workforce.	A2i) Create an SCDC specific operational/ implementation plan based on the Nov 2021 refreshed CPCA Employment and Skill Strategy (Quarter 1)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>The SCDC Employment and Skills operational plan was created earlier in the year, leading to the completion of a number of actions, as detailed within the update for A2ii).</li> <li>Further discussions in relation to additional initiatives are ongoing, and Region of Learning has been identified as a possible joint project to be included in the Combined Authority Skills Collaboration, as part of the Shared Prosperity Fund.</li> </ul>	Purple
A2) Develop a District specific skills and training package to ensure career enhancement, and that re-skilling and up-skilling opportunities for residents and business are widely known and accessed. Adjusting the skills and training agenda to mitigate the impact of covid on the local workforce.	A2ii) Develop a formal engagement programme with local schools and employers (Quarter 2)	Jeff Mamberly (Head of Transformation)	<ul style="list-style-type: none"> <li>Our engagement programme with local schools and employers is made up of a number of different strands, including attendance at local careers events, provision of work experience placements, the recruitment and employment of apprentices and participation in the National Graduate Development Programme. Updates in relation to each of these are as follows:                             <ul style="list-style-type: none"> <li>- We supported (including through provision of funding for buses to enable attendance) and held a stall at a Form the Future apprenticeship event in February 2023. This was attended by 30 employers and 1000 students from colleges across the district.</li> <li>- Students from several schools participated in work experience during summer 2022 and we continue to offer work experience placements going forwards.</li> <li>- The SCDC apprenticeship scheme is on-going and we have several employees who have recently completed or are currently undertaking apprenticeships.</li> <li>- We have recruited a member of staff through the National Graduate Development Programme.</li> </ul> </li> </ul>	Purple

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
A3) Deliver support to start-ups and small businesses that is not available elsewhere to help them grow, create new local jobs and deal with the impacts of Brexit.	A3i) Hold 8 business support workshops including Retrofit training from ENE project (Quarter 4)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• We have conducted 1-2-1 visits to businesses to offer support and signpost to resources to help reduce carbon and increase sustainability.</li> <li>• We have provided thermal imaging cameras to help businesses understand their heat loss and ran a webinar on carbon reduction, which attracted 27 attendees.</li> <li>• As we move forward with Shared Prosperity funding, we have helped shape a Green Grant scheme, which will be procured for delivery in partnership with Cambridge City and Huntingdonshire Councils. The delivery of this funding is represented within our 23-24 Business Plan</li> </ul>	Purple
A3) Deliver support to start-ups and small businesses that is not available elsewhere to help them grow, create new local jobs and deal with the impacts of Brexit.	A3ii) Working with partners, provide business support advice to 100 businesses (Quarter 4)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• Year to date we have conducted 207 in person visits to local businesses.</li> <li>• During Q4 support for local businesses has largely been around navigating the cost of living crisis.</li> <li>• We have received and responded to 315 inbound enquires for our openforbusiness and businesskeyprojects inboxes.</li> <li>• Our successful markets toolkit has seen 78 independent businesses sign up.</li> <li>• We have supported growth in our community markets and introduced 13 new markets, including working with partners to launch a market in Northstowe.</li> <li>• We are supporting JobCentre Plus with help in encouraging employers to recruit staff with disabilities or health issues.</li> <li>• We have worked closer with the combined authority to help identify businesses who may be eligible for the remaining ERDF funding to support with skills and training, marketing, back office sales and support packages.</li> </ul>	Purple
A3) Deliver support to start-ups and small businesses that is not available elsewhere to help them grow, create new local jobs and deal with the impacts of Brexit.	A3iii) Complete a feasibility study looking at how South Cambs Hall could be used to provide workspace for businesses, including start-ups (Quarter 2)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• A feasibility study was been completed at the beginning of the year presenting a range of usage options for the building, including the provision of workspace for small businesses.</li> <li>• The rental of space to start-ups and small businesses is included within our 23-24 Business Plan, and we are currently talking to partners to help shape what the facilities should look like and consider who might use the space.</li> <li>• An online survey work to residents and interested parties will be conducted in Q1 2023 to establish wants/needs.</li> </ul>	Purple
A3) Deliver support to start-ups and small businesses that is not available elsewhere to help them grow, create new local jobs and deal with the impacts of Brexit.	A3iv) Provide a new space for growing small businesses or shared workspace for start-ups or micro businesses (Quarter 4)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• Amber as we continue to work towards providing a new space for small businesses or shared workspaces at our South Cambs Hall premises - see A3iii update above for further detail. This action continues to be included in our 2023-24 Business Plan, and will continue to be tracked through this report.</li> <li>• In addition, we have collected data on available business spaces across South Cambs including opportunities for co-working spaces. This is used to help support with incoming workspace requests.</li> </ul>	Amber

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Business Plan Progress Report (Growing local businesses and economies)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
A3) Deliver support to start-ups and small businesses that is not available elsewhere to help them grow, create new local jobs and deal with the impacts of Brexit.	A3v) Establish an up-to-date list of Business Premises for start-ups (Quarter 2)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>This measure has been completed and we now have a database of business premises in South Cambs, which is used to help support with incoming workspace requests..</li> <li>We have helped a farm in Elsworth find business for units which were previously office facilities and which (subject to planning) will become a community food hub.</li> </ul>	Purple
A3) Deliver support to start-ups and small businesses that is not available elsewhere to help them grow, create new local jobs and deal with the impacts of Brexit.	A3vi) Appraise our own commercial inventory (including South Cambs Hall) and investigate meanwhile/partial let use for start-ups during void periods and/or designate space specifically for this purpose (Quarter 4)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>Almost all of 270 Cambridge Science Park is now leased or in final stages of lease agreement for remaining 2 suites</li> <li>A tenant has vacated premises in Colmworth and a new lease is under negotiation for the premises, however marked as complete (purple) as we are now undertaking this work as part of business-as-usual activities, as and when our premises become vacant.</li> </ul>	Purple
A4) Promote SCDC as a vibrant, attractive and commercially welcoming place in which to launch and scale businesses across multiple sectors. Continue to focus on Enterprise Zone development and regional GVA creation, complementing wider activity.	A4i) 500 additional jobs created on Enterprise Zones by end of 2024/25 financial year	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>Economic &amp; legal due diligence is being undertaken with external consultants on delivery routes for Northstowe Enterprise Zone (EZ). Due to the scale and cost of bringing forward a commercial development of this type it is unlikely to be complete by end of 2024/25 financial year.</li> <li>We are in a similar position with Plot 4010 at Cambourne EZ and Waterbeach EZ, which are still in the planning application stage.</li> </ul>	Amber
A4) Promote SCDC as a vibrant, attractive and commercially welcoming place in which to launch and scale businesses across multiple sectors. Continue to focus on Enterprise Zone development and regional GVA creation, complementing wider activity.	A4ii) Submit the planning application for the Northstowe Enterprise Zone (Quarter 4)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>See A4i above. Amber because planning application was not submitted by end of Q4.</li> </ul>	Amber
A4) Promote SCDC as a vibrant, attractive and commercially welcoming place in which to launch and scale businesses across multiple sectors. Continue to focus on Enterprise Zone development and regional GVA creation, complementing wider activity.	A4iii) Complete the strategy for Northstowe Enterprise Zone and begin actively promoting the site to secure new businesses locating there (Quarter 3)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>We have engaged with businesses through an online platform and survey (funded by DLUHC) to help shape and gather expressions of interest in the Northstowe employment zone. Over 100 responses were received to the business survey. Further engagement will take place with residents as part of the next phase, to understand local needs and how these can be met.</li> <li>We have a register of interested businesses with Carter Jonas, who are also promoting the site.</li> </ul>	Amber

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Business Plan Progress Report (Growing local businesses and economies)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
A4) Promote SCDC as a vibrant, attractive and commercially welcoming place in which to launch and scale businesses across multiple sectors. Continue to focus on Enterprise Zone development and regional GVA creation, complementing wider activity.	A4iv) Business Team to engage businesses for the Enterprise Zones (Quarter 1)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• See A4ii) above in relation to work undertaken to engage in relation to Northstowe Enterprise Zones.</li> <li>• We are carrying out market testing and engagement with businesses on an ongoing basis, to understand which businesses are interested in locating to an Enterprise Zone in South Cambs.</li> </ul>	Purple
A4) Promote SCDC as a vibrant, attractive and commercially welcoming place in which to launch and scale businesses across multiple sectors. Continue to focus on Enterprise Zone development and regional GVA creation, complementing wider activity.	A4v) Alongside DTI and other colleagues, develop ongoing sector specific narratives to attract, grow and retain high growth sectors in our area (Quarter 4)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• Work ongoing by the Business Development Team to continue to build relationships and engage with businesses in our local area.</li> <li>• Site specific work is underway at both Northstowe and Cambourne Enterprise Zones.</li> <li>• Business Support Officers have been key in championing The Growth Fund and have so far allocated £1,377,500 to support and grow businesses in our district with recipients finding premises in the region, implementing green measures, expanding and creating new jobs.</li> <li>• We have supported the development of a new market at Northstowe, using local businesses and encouraging local producers to sell their goods - work ongoing to extend market provision to other villages within South Cambs.</li> <li>• Marked as complete (purple) as 22-23 activity now complete, with further work to continue as part of business-as-usual activity during 23-24.</li> </ul>	Purple
A4) Promote SCDC as a vibrant, attractive and commercially welcoming place in which to launch and scale businesses across multiple sectors. Continue to focus on Enterprise Zone development and regional GVA creation, complementing wider activity.	A4vi) Increase rates for recycling and food waste collections for new start-ups and new SMEs within the District (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>• The 2022-23 commercial recycling rate was 29% (dry recycling and food waste) which is above the pre-pandemic baseline of 26%.</li> <li>• A end of year review is being undertaken to look for opportunities to further promote food waste collections.</li> </ul>	Purple
A5) Continue to deliver on our Investment Strategy to ensure positive local Economic Development and growth outcomes	A5i) Review our approach to identify new Green Investment opportunities (Quarter 2)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• The Investments Team have identified several measures that can be undertaken at each of our own commercial sites and these will be programmed into 23-24 as the timing must align when tenancy breaks/negotiation with tenants.</li> </ul>	Purple

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Business Plan Progress Report (Growing local businesses and economies)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
A5) Continue to deliver on our Investment Strategy to ensure positive local Economic Development and growth outcomes	A5ii) Undertake a market review to inform the development of plot 4010 at Cambourne (Quarter 2)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• Cambourne Demand and Needs Assessment has been undertaken for plot 4010.</li> <li>• The development of plot 4010 is linked to SCDC's refreshed Investment Strategy as well as the delivery of South Cambs Investment Partnership (SCIP) Cambourne scheme and the wider Cambourne Business Park opportunities.</li> <li>• A detailed plan for plot 4010 will be dependent on these other workstreams.</li> </ul>	Purple

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Business Plan Progress Report (Housing that is affordable for everyone to live in)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
B1) Increase the number of Council homes each year to support people on lower incomes. These will include high energy standards and renewable energy.	B1i) 74 New Homes Completed (acquired or built) this year (part of a plan to double delivery to 350 over a five-year period) (Quarter 4)	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>The New Build team successfully exceeded the target to deliver 74 New Build homes in 2022-23. The Team completed a total of 91 New Homes.</li> <li>The New Build Council Housing Strategy 2020-25 was updated to set delivery targets for 2023-24 and 2024-25.</li> </ul>	Purple
B2) Work with local people to set out where and how new homes and communities will be built across the Greater Cambridge area.	B2i) Produce a report assessing feedback provided by local people from the first Local Plan consultation. This will inform the next steps in the Local Plan process (Quarter 1)	Stephen Kelly (Director of GCSPS)	<ul style="list-style-type: none"> <li>Work on the draft Local Plan is continuing, the report on the proposed development strategy was considered by Members in January 2023. The next stage is to prepare a draft Local Plan, which will be considered by members later in 2023.</li> <li>More information about the Local Plan is available at <a href="http://www.greatercambridgeplanning.org/emerging-plans-and-guidance/greater-cambridge-local-plan/">www.greatercambridgeplanning.org/emerging-plans-and-guidance/greater-cambridge-local-plan/</a></li> </ul>	Purple
B2) Work with local people to set out where and how new homes and communities will be built across the Greater Cambridge area.	B2ii) Complete and publish a North East Cambridge draft Area Action Plan for consultation (Quarter 2)	Stephen Kelly (Director of GCSPS)	<ul style="list-style-type: none"> <li>The North East Cambridge Area Action Plan (NECAAP) has been published in its 'Proposed Submission' form. This is essentially a final draft that SCDC and Cambridge City Councils propose to adopt. Prior to formal public consultation the Councils have paused the process for the relocation of the Cambridge Waste Water Treatment Plant, which will enable this new district to come forward. Therefore this measure is shown as Amber, as we currently expect that the consultation period on the Proposed Submission for the NECAAP will take place around 2024. More information about the NECAAP is available at <a href="http://www.greatercambridgeplanning.org/emerging-plans-and-guidance/north-east-cambridge-area-action-plan/">www.greatercambridgeplanning.org/emerging-plans-and-guidance/north-east-cambridge-area-action-plan/</a></li> </ul>	Amber
B3) Create and continue to run liaison meetings and forums where significant new developments are being planned to minimise disruption and help new residents settle in.	B3i) Continue to support the liaison meetings in Cottenham, Sawston, Hardwick, Caldecote, Swavesey and Barrington and community forums in Northstowe, Waterbeach, North-West Cambridge, Cambridge East, North-East Cambridge and Bourn Airfield and Cambourne (Quarter 4)	Jeff Mambery (Head of Transformation)	<ul style="list-style-type: none"> <li>All Community forums and liaison meetings are now fully operational and running on a regular basis. Community forums continue to be represented within the 23-24 business plan.</li> </ul>	Purple
B4) Improve the energy efficiency of existing Council housing to reduce carbon impact and running costs.	B4i) Produce an Asset Management Plan (Quarter 1)	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>The Asset Management Plan was approved at Feb Cabinet. The plan will continue to develop over the next 3 years. A number of the actions have already been started and some are coming to completion. The plan provides us with a robust basis for the future of our housing stock.</li> </ul>	Purple
B4) Improve the energy efficiency of existing Council housing to reduce carbon impact and running costs.	B4ii) Commission a Stock Condition Survey including an audit of energy efficiency of existing housing stock relative to zero carbon target (Quarter 2)	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>Following a procurement process we have selected and commissioned a consultant surveying team to carry out the Stock Condition Surveys (SCS).</li> <li>As part of the surveys we will be capturing additional information apart from a standard SCS. This will include areas such as energy data, damp and mould, whether residents appear to be coping well with the property, Housing Health and Safety Ratings (HHSRS) and other added value items.</li> <li>The work is due to start on site in early May 2023 with completion and data received by March 2024. This timescale is captured in the 23-24 business plan.</li> </ul>	Purple
B4) Improve the energy efficiency of existing Council housing to reduce carbon impact and running costs.	B4iii) Approve a work programme for insulation measures over the next four years to narrow the gap on the zero-carbon target (Quarter 4)	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>We have recently been confirmed for £1.7m of Social Housing Decarbonisation Funding (SHDF) to assist with this work over the coming 2 years. Work is due to start on-site in June 2023 and will focus on a fabric-first approach to insulating and improving the efficiency of properties in the first instance, with Solar generation included.</li> <li>Work is underway carrying out PAS2035 retrofit assessments on our lower-performing properties to pinpoint the best effective measures, while we also continue to update our properties via the planned maintenance programs.</li> <li>Using the data from the retrofit assessments and Stock Condition Surveys will inform the next stage of the decarbonisation of our housing stock which will be focused on the more difficult properties and those of a higher rating with the view to improving the efficiency to the best it can be on all properties, contributing to the overall Net Zero targets.</li> </ul>	Amber

Appendix B - Business Plan Progress Report (Housing that is affordable for everyone to live in)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
B5) Deliver 2 new sports pavilion, community centre and civic hub (containing health, library and community facilities) at Northstowe	B5i) Complete local engagement to understand what the community wants in the new community centre (Quarter 2)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>The Temporary Community Centre is due to open June 2023.</li> <li>Planning application for the Permanent Community Centre is due to be submitted summer 2023.</li> <li>The Phase 1 Sports Pavilion is on site and due to complete Q2 2023-24.</li> <li>Work continues on plans for the Civic Hub, including engaging key stakeholders. This is reflected within the 23-24 Business Plan, with a target timescale of end of Q3 23-24.</li> </ul>	Amber
B5) Deliver 2 new sports pavilion, community centre and civic hub (containing health, library and community facilities) at Northstowe	B5ii) Submit planning application for the Community Centre (Quarter 2)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>The Planning application for the temporary community centre was submitted and approved in Q4 2022/23.</li> <li>The Planning application for the permanent community centre is due to be submitted Q1 2023/24.</li> </ul>	Amber
B5) Deliver 2 new sports pavilion, community centre and civic hub (containing health, library and community facilities) at Northstowe	B5iii) Submit planning application for new Civic Hub (Quarter 4)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>As per the update for B5i), the Civic Hub planning application has been reprioritised to take account of wider Northstowe Phase 2 delivery programme, and the revised timescale is accounted for within the 23-24 Business Plan.</li> </ul>	Amber



Appendix B - Business Plan Progress Report (Green to our core)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
C1) In response to the global climate crisis we will continue to work towards a zero-carbon future by 2050.	C1i) identify and deliver further opportunities to reduce carbon emissions from our estate and operations	Bode Esan (Head of Climate and Environment)	<p>Progress continues with a range of projects which will deliver significant reductions to the council's carbon emissions, including:</p> <ul style="list-style-type: none"> <li>• WREN (Waterbeach Renewable Energy Network which will generate and store renewable electricity for the purpose of powering electric refuse collection vehicles), see C4</li> <li>• Use of HVO (hydrogenated vegetable oil, a low carbon fuel) in place of diesel in selected refuse vehicles</li> <li>• Greening South Cambs Hall, see C6</li> <li>• LED lighting upgrade to streetlights, see C7</li> </ul>	Green
C1) In response to the global climate crisis we will continue to work towards a zero-carbon future by 2050.	C1ii) review community rooms and other small sites to identify and deliver opportunities for carbon reduction (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>• During 22-23 an in-depth review was carried out in relation to our Elm Court site. The work to install solar panels, battery storage and an EV charging point is now ready to start on site in June 2023.</li> <li>• During 23-24 communal rooms and flat blocks across the district will have PAS2035 retrofit assessments carried out in conjunction with the Social Housing (SHDF) project. This will identify further opportunities for carbon reduction and will inform the next stage of measures to be carried out at these non-dwelling properties.</li> </ul>	Purple
C1) In response to the global climate crisis we will continue to work towards a zero-carbon future by 2050.	C1iii) develop planning policies consistent with zero carbon by 2050 for adoption in the Greater Cambridge Local Plan, in partnership with Cambridge City Council (Quarter 4)	Stephen Kelly (Director of GCSPS)	<ul style="list-style-type: none"> <li>• The Greater Cambridge Local Plan - First Proposals document includes a net zero carbon buildings policy as well as wider policies related to the role of new development in responding to the climate emergency. Development of the plan is on target.</li> <li>• The next stage is to prepare a draft Local Plan, which will be considered by members later in 2023.</li> </ul>	Purple
C1) In response to the global climate crisis we will continue to work towards a zero-carbon future by 2050.	C1iv) identify and deliver opportunities to invest in publicly accessible electric vehicle charge points in priority locations in the district, working with partners - pilot installations of fast EV Chargers at Sheltered Housing Schemes for public use, and install one rapid charger for public use (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>• Two dual socket EV chargers installed in Q3 at two sheltered accommodation communal buildings (Willingham and Meldreth) for public use. These are now operational and usage will be monitored.</li> <li>• A Community EV Charge Point grant fund has been set up, 1 charge point has been funded so far and 3 applications to the fund are due for decisions in April and May 2023.</li> <li>• The rapid charger at the County Council's Babraham Road park and ride (reported in the Q2 progress update) is no longer being progressed as revised costs were significantly higher than was budgeted for.</li> </ul>	Purple
C1) In response to the global climate crisis we will continue to work towards a zero-carbon future by 2050.	C1v) continue to pursue opportunities to invest in green energy schemes (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>• The focus has been on own estate and operations and this work area will be advanced in 23-24.</li> </ul>	Amber

Appendix B - Business Plan Progress Report (Green to our core)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
C1) In response to the global climate crisis we will continue to work towards a zero-carbon future by 2050.	C1vi) Develop carbon reduction targets as part of the Asset Management Strategy (Quarter 3)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>As stated at A5i, the Investments Team have identified several measures that can be undertaken at each of our own commercial sites and these will be programmed into 23-24 as the timing must align when tenancy breaks/negotiation with tenants.</li> </ul>	Amber
C2) Work with partners to protect and enhance the environment with the aim of doubling nature	C2i) identify and deliver new opportunities to plant trees, establish wildflower strips and in other ways enhance nature on our own estate, in consultation with residents (Quarter 4)	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>Wildflower Area's will be created in 4 locations across this district on Land belonging to the Housing Revenue Account (HRA) as part of a pilot project. We will monitor progress through the growing season to look to extend the project to other locations in future years.</li> <li>After securing funding through the Local Authority Treescapes Fund we recently planted around 140 trees on two sites in Bourn and Gt.Abington, again on HRA Land.</li> <li>Our Formal Estate Inspection programme for 23/24 will commence shortly which will allow us to look for further opportunities to enhance our green open spaces through planting more tree's / shrubs / plants and bushes. This is reflected within the 23-24 Business Plan.</li> </ul>	Purple
C2) Work with partners to protect and enhance the environment with the aim of doubling nature	C2ii) work to ensure that development in South Cambridgeshire contributes to the goal of doubling nature by developing planning policies for adoption in the Greater Cambridge Local Plan, and by adopting a new Biodiversity Supplementary Planning Document in partnership with Cambridge City Council (Biodiversity SPD Quarter 3)	Stephen Kelly (Director of GCSPS)	<ul style="list-style-type: none"> <li>The Greater Cambridge Local Plan 'First Proposals' includes biodiversity, green infrastructure, tree canopy cover and river corridor policies, all seeking to contribute towards the goal of doubling nature. Work is underway to develop these into full policies for the draft plan consultation.</li> <li>The Biodiversity Supplementary Planning Document (SPD) was adopted by both Councils in February 2022 and is now being used.</li> </ul>	Green
C2) Work with partners to protect and enhance the environment with the aim of doubling nature	C2iii) work with partners to develop landscape-scale habitat creation projects (Quarter 4)	Stephen Kelly (Director of GCSPS)	<ul style="list-style-type: none"> <li>Engagement with environmental non government organisations (NGOs) is ongoing regarding delivery of strategic green infrastructure including nature enhancement, as part of open and green space standards evidence commission referred to in C2ii above.</li> </ul>	Purple
C2) Work with partners to protect and enhance the environment with the aim of doubling nature	C2iv) Deliver '6 Free Trees' initiative to increase the amount of tree cover of parish council land, enhancing biodiversity and carbon capture (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>Trees have been delivered to the 50 parish councils which took up this year's offer bringing this year's scheme to a successful close.</li> </ul>	Purple
C3) Retrofit our Council Commercial Property including South Cambs Hall with renewable energy generation and energy efficiency measures	C3i) Complete retrofit of Cambourne office (Quarter 2)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>The car park is fully resurfaced and the solar panels installed.</li> <li>The EV chargers are installed with some initial intermittent faults which are being corrected.</li> <li>There are issues to be corrected regarding the emergency lighting installation and differences to the original plan.</li> <li>The building management system is installed but the connectivity to the ground source heat pump is still being built.</li> </ul>	Amber

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Business Plan Progress Report (Green to our core)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
C3) Retrofit our Council Commercial Property including South Cambs Hall with renewable energy generation and energy efficiency measures	C3ii) Reduce mains gas and electricity demands from our Cambourne office by over 50% per year (from March 2021 onwards compared to baseline in 2019)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>• These benefits will be realised post project completion (see C3i).</li> </ul>	Amber
C3) Retrofit our Council Commercial Property including South Cambs Hall with renewable energy generation and energy efficiency measures	C3iii) Reduce carbon emissions from our Cambourne office by 47% compared to the baseline in 2019 (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>• These benefits will be realised post project completion (see C3i).</li> </ul>	Amber
C3) Retrofit our Council Commercial Property including South Cambs Hall with renewable energy generation and energy efficiency measures	C3iv) Undertake energy efficiency and generation audits of other Council owned commercial properties (Quarter 4)	Anne Ainsworth (COO)	<ul style="list-style-type: none"> <li>• A number of measures have been identified for each property and these will need to be programmed across 23-24 to align with tenancy breaks/negotiation with tenants.</li> </ul>	Purple
C4) Continue to transition to electric vehicles for the waste service, including the investigation of on-site solar panel energy generation.	C4i) Define and implement required improvements at the depot to prepare for further electric refuse collection vehicle (eRCV) charging (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>• Waterbeach Renewable Energy Network (WREN) business case approved by SCDC Cabinet and Cambridgeshire &amp; Peterborough Combined Authority (CPCA) Board with £2.6m secured from CPCA.</li> <li>• A design review and cost review has been undertaken and the final recommendations are being agreed and actioned.</li> <li>• An Employer's Agent and Clerk of Works team has been appointed and has mobilised to support the Project Team in the transition from outline design to design and build.</li> <li>• Although amber against the initial timescale, the revised implementation plan is for 2023-24, and this will be tracked through the new business plan.</li> </ul>	Amber
C4) Continue to transition to electric vehicles for the waste service, including the investigation of on-site solar panel energy generation.	C4ii) Procure up to 3 eRCVs to replace diesel version (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>• 2 electric Refuse Collection Vehicles have been delivered and are in use. The third has been procured and delivery is expected shortly.</li> <li>• Purchasing of further electric vehicles now underway following budget setting/approvals process at SCDC and City.</li> </ul>	Purple
C4) Continue to transition to electric vehicles for the waste service, including the investigation of on-site solar panel energy generation.	C4iii) Develop outline business case for on-site solar PV energy generation with partners to aid the charging of vehicles (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>• This measure has been completed - please see update on WREN project as C4i above.</li> </ul>	Purple

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Business Plan Progress Report (Green to our core)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
C5) Support Parish Council and community group projects to reduce reliance on fossil fuels, move toward the zero-carbon target and help Double Nature through habitat enhancement, advisory support for community land acquisition, local green space designation and tree-planting.	C5i) Deliver fourth round of funding through our Zero Carbon Communities grant scheme, awarding grants totalling £100,000 to community-based projects (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>The 4th round of funding was awarded in July to 13 projects made up of 8 projects on the carbon emission reduction theme and 5 projects on the community engagement theme.</li> <li>The 5th round of funding opened for applications on 3 April.</li> </ul>	Purple
C5) Support Parish Council and community group projects to reduce reliance on fossil fuels, move toward the zero-carbon target and help Double Nature through habitat enhancement, advisory support for community land acquisition, local green space designation and tree-planting.	C5ii) Continue to strengthen the Zero Carbon Parish and Community Network through our programme of workshops, web-based resources and e-bulletins for community-based zero carbon and nature recovery initiatives (Quarter 4 - at least 6 workshops to be delivered)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>Parish Councils and Community Groups continue to be supported through the Zero Carbon Communities (ZCC) programme, including through:                             <ul style="list-style-type: none"> <li>The most recent Green Connect online networking event, which brought groups together to learn about circular economies, with a guest talk from Peterborough Environment City Trust.</li> <li>Regular newsletters sharing updates on news, opportunities and events in the district. These items, as well as additional ones, continue to be shared through the ZCC Facebook page, which has over 100 followers.</li> </ul> </li> <li>The programme has been shared as part of a case study to the Local Government Association in a webinar entitled "Neighbourhood Approaches to Decarbonisation"</li> <li>Applications are now open for a second 'Net Zero Now' free training programme for South Cambridgeshire residents, run by Cambridge Carbon Footprint with funding through the Zero Carbon Communities grant. The programme provides virtual and in-person workshops bringing together communities and individuals to deliver carbon reduction activities, events and communications.</li> </ul>	Purple
C6) Upgrade our stock of 1,800 streetlights to LED, which will reduce energy consumption and save Parish Councils money.	C6i) Install energy saving LED fittings in remainder of council owned streetlights (ornate lights) to bring them in line with standard lights already upgraded (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>Practical Completion of Phase 1 works has now been achieved.</li> <li>Ornate Lighting works finished 31/3/2023, handover underway with contractor.</li> <li>Housing Lighting works underway and due to complete Q1 2023/24.</li> </ul>	Amber
C7) Adopt and review key actions arising from the Air Quality Strategy in relation to monitoring air pollution within statutory objectives; reduce air quality impacts from future developments in growth areas; public engagement to reduce air quality impacts.	C7i) Submit annual statutory reporting to DEFRA on-time; monitor air quality in at least 6 targeted areas utilising portable equipment; compile report following each monitoring period and publish this on the council's website (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>The Annual Status Report was submitted to DEFRA and accepted. Portable monitoring continues at various locations and is published on our website.</li> <li>There is a slight delay in relation to the 6 targeted areas using the portable equipment. This is a result of a change in personnel, however these will be in place shortly.</li> </ul>	Amber

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Business Plan Progress Report (Green to our core)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
C7) Adopt and review key actions arising from the Air Quality Strategy in relation to monitoring air pollution within statutory objectives; reduce air quality impacts from future developments in growth areas; public engagement to reduce air quality impacts.	C7ii) Provide required technical inputs to consultations on major developments to ensure good air quality is experienced (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>We continue to comment on planning applications. This measure has been marked as complete (purple) for the 22-23 year, but will continue on an ongoing basis.</li> </ul>	Purple
C7) Adopt and review key actions arising from the Air Quality Strategy in relation to monitoring air pollution within statutory objectives; reduce air quality impacts from future developments in growth areas; public engagement to reduce air quality impacts.	C7iii) Subject to air quality monitoring results, explore the feasibility of creating a Public Space Protection Order (PSPO) specifically targeting idling vehicles (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>We intend to monitor at 1 final school location prior to bring this project to a close. A report will be submitted to Climate &amp; Environment Advisory Committee in the next couple of months with a summary of our findings.</li> </ul>	Amber
C8) Improve recycling and reduce waste at community events.	C8i) Provide equipment and information kit to minimise waste and separate recycling at community events - at least 12 kits to be issued (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>A guide to minimising waste and separating recycling was advertised in the winter edition of the South Cambs magazine.</li> <li>Additional equipment is still being delivered to parishes and community groups upon request following the provision of equipment to 20 parishes for litter picking events in Q1.</li> </ul>	Purple
C9) Review of service and development of a plan to address the outcomes of the New Environment Bill, to include: Food waste service, Impact of the Bill on dry recycling, Working with RECAP on a shared county-wide approach to implementation.	C9i) Review impact and outcomes of existing food waste collection trial and determine future of the scheme including budget requirements. (Quarter 3)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>Funding has not been secured to continue the segregated food waste service beyond March 2023.</li> <li>A comprehensive communications and close-out plan will be implemented to maintain recycling rate performance and support participants on the trial.</li> <li>Waste analysis has shown 45% reduction in food waste in the black bin with 68% participants reporting that the trial had meant they recycled more food waste.</li> </ul>	Purple
C9) Review of service and development of a plan to address the outcomes of the New Environment Bill, to include: Food waste service, Impact of the Bill on dry recycling, Working with RECAP on a shared county-wide approach to implementation.	C9ii) Develop feasibility plan for the wider role out of separate food waste collection in line with the Environment Bill and National Waste Strategy (Quarter 3)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>Although the Q3 target timescale has now passed, a Green RAG status has been applied on the basis that DEFRA guidance is still awaited.</li> <li>In preparation for this, in March 2023 we successfully completed a 3 year trial of separate food waste collections and have also modelled the potential collection / routing rollout of collections across the service area as part of ongoing waste collection routes review.</li> <li>The Shared Waste teams, along with RECAP partners, have also completed an outline business plan for rolling out separate food waste collections and submitted this information to DEFRA in order to inform 'new burdens' funding. This action will be continued into 23-24.</li> </ul>	Green

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Business Plan Progress Report (Green to our core)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
C10) Reduce the amount of non-recyclable household waste collected.	C10i) Develop campaigns to improve recycling based on the outcomes of the waste composition analyses (Quarter 3) to achieve key targets: monthly average of 17.08kg dry recycling per household; monthly average of 34.17kg of residual waste or below per household; monthly 6% or below rate of rejection from the recycling materials processed at the Materials Recycling Facility	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>A range of communications campaigns have been run throughout the year. In Q4 this has included promotion of change to collection of batteries on all waste streams; Veganuary; launch and promotion of our Wipe Out Waste RECAP reusable wipes pilot projects with packs given out to approximately 30 families; recycling information disseminated with Council tax billing; promotion of low waste/alternative options for Easter egg packaging and season change/impact on clothing/textile waste information.</li> <li>End of year figures are pending; however latest running figures show 2 of the three targets that were set at the beginning of the year having been met:                             <ul style="list-style-type: none"> <li>Average of 32.31kg of residual waste per household per month (low is good - compared with target of 34.17 kg/hh met)</li> <li>5.68% rejection rate of materials from the Materials Recycling Facility (MRF) (low is good - 6% target met).</li> <li>Average of 14.52kg dry recycling per household per month (high is good - target of 17.08 kg/hh not met).</li> </ul> </li> </ul>	Purple
C11) Run a pro-recycling & food waste promotional campaign aimed at businesses in the area throughout 2022/23	C11i) Reporting of all sites (existing and new) that take up recycling / food bins & note our increased volumes / tonnes collected with associated savings. (On-going/Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>Individual business engagement has been undertaken with a comprehensive campaign to reflect the timing of billing/re-negotiation of contracts with commercial customers.</li> </ul>	Amber
C12) Take action to minimize fly tipping.	C12i) Install trial cameras at 6 locations and monitor numbers of visits required at those sites to establish a baseline (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>6 new cameras are now in place at key sites throughout the district.</li> <li>The new Business Plan for 23/24 includes an additional 12 cameras all of which have now been erected and will be reported on in Q1.</li> <li>Additional work has also taken place to consolidate all fly tip information into a single location, allowing improved reporting capabilities.</li> </ul>	Purple
C12) Take action to minimize fly tipping.	C12ii) Deliver targeted educational campaign in the area about fly tipping and increase awareness of responsible methods for disposal. To include the delivery of at least 12,000 leaflets (Quarter 4)	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>Leaflets have been delivered to Parishes throughout the year to increase awareness of responsible methods for disposal.</li> </ul>	Purple

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Business Plan Progress Report (Modern and caring council)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
D1) Make sure that the Council is structured and appropriately resourced to deliver the ambitions of our communities.	D1i) Complete 3 service reviews as part of a plan to complete reviews of all services by 2023 (Quarter 4)	Jeff Membro (Head of Transformation)	<ul style="list-style-type: none"> <li>Revenues and Benefits Phase 1, Planning Enforcement and Executive Assistant service reviews are all now completed.</li> <li>Corporate Admin Review is on target for completion in Q3 23-24.</li> </ul>	Purple
D1) Make sure that the Council is structured and appropriately resourced to deliver the ambitions of our communities.	D1ii) Review employment policies relating to recruitment and retention (Quarter 3)	Jeff Membro (Head of Transformation)	<ul style="list-style-type: none"> <li>A 4 Day Week trial took place for all desk-based colleagues in Q4 in response to the recruitment and retention challenges faced. Approval to extend the trial until March 2024 was subsequently obtained at Cabinet following consideration of the trial results (full report available at <a href="http://modern.gov/ieListDocuments.aspx?CId=293&amp;Mid=9492&amp;Ver=4">http://modern.gov/ieListDocuments.aspx?CId=293&amp;Mid=9492&amp;Ver=4</a>)</li> <li>We have commissioned a review of pay and grading by EELGA which is underway.</li> </ul>	Purple
D2) Review recruitment processes to attract and retain the best talent and ensure that we are an employer of choice.	D2i) Complete and analyse a staff satisfaction survey (Quarter 3)	Jeff Membro (Head of Transformation)	<ul style="list-style-type: none"> <li>Staff health and wellbeing survey completed in Aug/Sep 22 and results presented to LT.</li> <li>Following 4 day week trial, another health and well-being survey was completed (April 23) and results currently being analysed by Robertson Cooper.</li> </ul>	Purple
D2) Review recruitment processes to attract and retain the best talent and ensure that we are an employer of choice.	D2ii) Introduce hybrid working arrangements further increasing our attractiveness as an employer (Quarter 2)	Jeff Membro (Head of Transformation)	<ul style="list-style-type: none"> <li>The hybrid policy was agreed and introduced in Q3 2022/23 and we are continuing to monitor recruitment.</li> </ul>	Purple
D2) Review recruitment processes to attract and retain the best talent and ensure that we are an employer of choice.	D2iii) Introduce a modular management skills program for middle managers (Quarter 2)	Jeff Membro (Head of Transformation)	<ul style="list-style-type: none"> <li>The modular management skills programme has been introduced, and has been running from Oct 2022.</li> <li>Around 50 managers are enrolled on this first year programme, and we expect all learners to have completed by Sept 2023. We are expecting the programme to run again next year for the next group of managers.</li> </ul>	Purple
D3) Generate income through delivering the Council's investment strategy.	D3i) Income from investments and other commercial activity to be at least 25% of our Taxation and Central Government Grant income by 2023/24.	Peter Maddock (Head of Finance)	<ul style="list-style-type: none"> <li>This measure has now been achieved, with income from investments and other commercial activity reaching 26% of Taxation and Government Grant income levels as they were at the time that the target was set (prior to an increase in Taxation and Central Government Grant income as a result of a recent Business Rates revaluation that has been received).</li> <li>Within the 23-24 Business Plan we have set the objective of increasing gross service-related income as a proportion of gross services-related expenditure.</li> </ul>	Purple

Appendix B - Business Plan Progress Report (Modern and caring council)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
D4) Make it easier for customers to access and carry out transactions online.	D4i) Make a further 12 services available for customers to self-serve online	Jeff Membery (Head of Transformation)	• South Cambs connected project to digitise 12 process is well underway and on target for delivery at the end Q2.	Green
D4) Make it easier for customers to access and carry out transactions online.	D4ii) Provide an integrated portal for businesses to access SCDC online services (Quarter 2)	Jeff Membery (Head of Transformation)	• Please see A1i update.	
D5) Council and committee meetings will be run paper-free wherever possible.	D5i) Councillors to be provided with increased access to Teams and Office 365 enabling file sharing and collaboration. (Quarter 1)	Jeff Membery (Head of Transformation)	<ul style="list-style-type: none"> <li>• Action closed with all members now offered the ability to work in a paperless manner through the Mod.gov app and deployed hardware if required.</li> <li>• Ongoing work taking place with communications colleagues, 3C ICT and Democratic Services to improve integration between the officer and councillor Office 365 tenancies. This requires significant work and input from a range of colleagues including Information Governance.</li> </ul>	Purple
D6) Work with communities and individuals to tackle issues that are affecting them locally.	D6i) Use the Council's Community Led Plan toolkit to support local communities identify, plan and address the issues they identify in their communities (Quarter 4)	Jeff Membery (Head of Transformation)	<ul style="list-style-type: none"> <li>• A toolkit and support package to allow Community-led Plans to be carried out has been launched to all communities in South Cambridgeshire. This allows communities to lead, and be supported where necessary, on their own projects on themes such as sustainability, health and wellbeing, loneliness and isolation.</li> <li>• The support package includes regular workshops, grant advice and signposting to relevant services. A £50,000 Community-led Plan grant fund has also been set up and available to support work by parish and town councils. Ongoing support will continue to be provided to parish and town councils to help them develop their individual plans.</li> </ul>	Purple
D6) Work with communities and individuals to tackle issues that are affecting them locally.	D6ii) Support 150 new clients through the housing department's visiting support service (Quarter 4)	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>• We received 102 referrals for the Visiting Support service during Quarter 4 meaning that throughout the course of the year 277 referrals were received.</li> <li>• The service were working with 103 clients as at 31st March 2023, with many clients also able to leave the service throughout the year. The service has been very busy throughout the year and referrals remain high.</li> </ul>	Purple
D6) Work with communities and individuals to tackle issues that are affecting them locally.	D6iii) Provide the lifeline service to 100 new users during the year (Quarter 4)	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>• Across the year the Life Line service gained 125 new clients.</li> <li>• However, the net impact across the year has been a net loss in clients, largely due to a contract issue with the call centre handler. The performance of the call centre through our call monitoring contract is improving, which will help to reduce cancellations going forwards.</li> </ul>	Purple



Appendix B - Business Plan Progress Report (Modern and caring council)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
D6) Work with communities and individuals to tackle issues that are affecting them locally.	D6iv) Spend £500,000 in total in the form of disabled facilities grant and repairs grant to allow people to live independently and safely in their homes (Quarter 4)	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>Subject to final reconciliation, respectable spend within 10% of budget. Overall budget of £877,000, total spend £798,942. Any underspend will be rolled over into 2023/24.</li> </ul>	Purple
D6) Work with communities and individuals to tackle issues that are affecting them locally.	D6v) Prevent homelessness for at least 50% of the people who approach us who are at risk of becoming homeless throughout the year, and offer support to those who are homeless (Quarter 4)	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>We finished the year marginally below our target of 50% at 49.4% for the full year. However, the number of cases where homelessness was achieved remained fairly consistent in Q4, with 51 compared to an average of 54 cases per quarter for the rest of the year.</li> <li>Whilst actual prevention figures have not reduced substantially it is difficult to access affordable privately rented accommodation for families on a low income. As part of the work to improve this we are continuing to try to grow Shire Homes Lettings, our private sector leasing company, and promote the services it offers.</li> </ul>	Amber
D6) Work with communities and individuals to tackle issues that are affecting them locally.	D6vi) Continue the proactive working relationship with the job centre in delivering mentoring circles plus upskilling and cross training initiatives throughout the year (Quarter 4)	Jeff Membery (Head of Transformation)	<ul style="list-style-type: none"> <li>We attended a local apprenticeship careers fair, in collaboration with Form the Future, on 6th February 2023.</li> <li>We are working with East of England Local Government Association and other local councils to explore new approaches to recruitment, including around ensuring our adverts reach diverse audiences.</li> <li>We will be supporting the job centre at a disability aware employer event in May, and continue to explore further ways we can work with them.</li> </ul>	Purple
D6) Work with communities and individuals to tackle issues that are affecting them locally.	D6vii) To complete a survey of all council tenants to better understand their priorities and to be able to compare satisfaction with other organisations (Quarter 1)	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>Survey undertaken May 2022 and an action plan was been developed following analysis of the survey results and briefings with staff and tenant representatives.</li> <li>The action plan is now being implemented and actions are to be monitored through the Housing Engagement Board.</li> <li>As part of the new requirements set out by the Social Housing Regulator, we are in the process of awarding a 3 year contract to undertake annual satisfaction surveys for our tenants and leaseholders, alongside regular satisfactions surveys for those who have had a repair carried out.</li> </ul>	Purple
D6) Work with communities and individuals to tackle issues that are affecting them locally.	D6viii) Adopt an Empty Homes Strategy (Quarter 1)	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>The Empty Homes Strategy has now been completed and published.</li> <li>An Empty Homes Officer was appointed in October 2022 to take forward the Strategy and be pro-active in bringing empty properties back into use.</li> </ul>	Purple
D6) Work with communities and individuals to tackle issues that are affecting them locally.	D6ix) To work with partners to produce an agreed cultural strategy and action plan for South Cambs (2023-24)	Jeff Membery (Head of Transformation)	<ul style="list-style-type: none"> <li>Following discussions with Cabinet this objective was temporarily paused to allow resource requirements and project scope to be clarified. The target timescale has been updated to 2023-24 so that the team's resources can be focused on addressing issues caused by the cost of living crisis.</li> </ul>	Green

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Business Plan Progress Report (Modern and caring council)

Action	Measure (and target timescale)	LT Owner	Position at end Q4	Q4 RAG
D7) Ensuring that our homes are safe places for our tenants and their families.	D7i) 100% compliance with landlord safety checks to council housing including, electrical safety, gas installations and where appropriate fire risk assessments and water safety tests	Peter Campbell (Head of Housing)	<ul style="list-style-type: none"> <li>• We are currently 100% compliant on gas safety inspections.</li> <li>• All yearly fire risk assessments are up to date and we are undertaking remedial work where necessary.</li> <li>• Legionella managed plans are up to date and remedial works are complete.</li> <li>• Electrical testing has taken a drop to 88.42% during Q4/Q1 this has been due to the withdrawal from the contract of our specialist electrical contractor, Enerveo (previously SSE). Since the sale of the company at the end of 2022 they had decided to pull out of our contract. In the interim Mears have been assisting with urgent work. As of May 2023, we have engaged with an alternative specialist contractor and we plan to recover the backlog within the remainder of this financial year.</li> <li>• We will be looking at updating KPI's and the reporting process to show a clearer picture of overall compliance and report nationally to Housemark to benchmark our performance.</li> </ul>	Amber
D8) Assess current mobile home sites and ensure all are licenced correctly.	D8i) Refresh caravan site licencing policy, fees and charges (Quarter 2). The new policy will ensure that caravan sites are inspected periodically and that residents have suitable housing provision	Bode Esan (Head of Climate and Environment)	<ul style="list-style-type: none"> <li>• The caravan licencing policy has now been to Cabinet, has been approved and is in operation.</li> </ul>	Purple

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available



<b>Report to:</b>	Cabinet	27 June 2023
<b>Lead Cabinet Member:</b>	Cllr Dr Tumi Hawkins	
<b>Lead Officer:</b>	Head of Transformation	

## Annual Equality Scheme Review

### Executive Summary

1. This report presents Cabinet with the Council's revised Equality Scheme for the 2023-24 financial year. Under the Public Sector Equality Duty, the Council is required to publish at least one Equality Objective every four years. At SCDC we do this through our Equality Scheme, which also includes an action plan for the delivery of these objectives. Whilst not mandatory, we review this on an annual basis to ensure the scheme and action plan remains current.

### Key Decision

2. No

### Recommendations

3. It is recommended that Cabinet:
  - a) Review and approve the Equality Scheme revision for 2023-24 at **Appendix A**.
  - b) Review the 2022-23 Equality Scheme action plan progress report at **Appendix B**.

### Reasons for Recommendations

4. To ensure that SCDC has an Equality Scheme that provides a current and effective framework for the ongoing completion of activities to progress Equality, Diversity and Inclusion with the organisation and the wider district.

### Details

5. Full details of the draft 2023-24 revision of the Equality Scheme, including action plan, are provided at **Appendix A**.
6. **Appendix B** provides progress updates in relation to the 2022-23 Equality Scheme Action Plan.
7. A colour-coding system is applied to this element of the report whereby:

- **Purple** signifies that the measure has been completed
- **Green** signifies that completion of the measure by the end of the stated target quarter is on target
- **Amber** signifies that completion of the measure has been delayed, but is on track to be delivered by a revised delivery date
- **Red** signifies that the measure will not be delivered or that a delivery plan is needed
- **Grey** signifies that information is not available to indicate progress at this time

8. The number of Purple, Green, Amber, Red and Grey measures as at end of the 2022-23 financial year, broken down by each Business Plan priority, is as follows:

Status	Objective 1: Actions that narrow the gap	Objective 2: Value difference in workforce	Objective 3: Voices are heard	Total
<b>Purple</b>	10	5	0	15
<b>Green</b>	2	2	6	10
<b>Amber</b>	3	4	1	8
<b>Red</b>	0	0	0	0
<b>Grey</b>	0	0	0	0
<b>Total</b>	15	11	7	33

## Implications

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

Legal – the publication of our Equality Scheme assists the organisation in ensuring that it meets its obligations under the Public Sector Equality Duty

Equality and Diversity – the Equality Scheme sets out how SCDC will go about work to progress Equality, Diversity and Inclusion.

Staffing – the Equality Scheme contains an objective around valuing the strength provided by a diverse workforce. Actions and measures falling under this objective include those that seek to increase equality of opportunity for existing and prospective employees.

## Consultation responses

10. Internal consultation has taken place with members of Corporate Management Team, and the Council's Equality, Diversity and Inclusion Staff Forum. A draft version of the report has also been reviewed by Leadership Team with feedback offered and incorporated into this version of the scheme.

## **Alignment with Council Priority Areas**

11. This report and its appendices primarily link to the Modern and Caring Council Business Plan Priority Area; however specific actions from within the scheme may relate closely to the delivery of the remaining three priority areas.

## **Background Papers**

None

## **Appendices**

Appendix A: Equality Scheme 2020-24 (2023-24 Revision)

Appendix Ai: Equality Profile and National Context

Appendix B: Equality Scheme Progress Report

## **Report Author:**

Kevin Ledger – Senior Policy and Performance Officer

Telephone: (01954) 713018

This page is left blank intentionally.



Appendix A

# South Cambridgeshire District Council Equality Scheme 2020 – 2024

**(2023 Revision)**

Version	Approval	Date
0.6	Draft for approval	15/06/2023

## Introduction and Context

### The Equality Act 2010

The Equality Act came into effect on 1 October 2010, strengthening laws to prevent inequality, and extending to include some forms of discrimination previously unrecognised within legislation.

#### Protected Characteristics

Under the Equality Act, it is against the law to discriminate against anyone because of any of the following 'protected characteristics':

- Age
- Disability
- Gender Reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation

The Equality Act includes the **public sector equality duty**. This applies to a range of public authorities, including South Cambridgeshire District Council, and is made up of 'the general equality duty' and 'specific duties'.

The **general equality duty** requires us to have due regard to the need to:

1. Eliminate unlawful discrimination, harassment, and victimisation.
2. Advance equality of opportunity between those who share a protected characteristic and those who do not.
3. Foster good relations between those who share a protected characteristic and those who do not.

These are often referred to as the three aims of the general equality duty. To comply with the duty, we need to have due regard to all three of these aims.



## Due Regard

The Equality Act 2010 explains that having 'due regard' for advancing equality involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people (including taking steps to take account of disabled people's disabilities)
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

Local Authorities are also required to complete the following **specific duties**:

- Publish information annually to demonstrate how the general duty is being met. This is achieved through:
  - The annual publication of equality in employment information (met through the publication of our [Workforce Breakdown Report](#))
  - The publication of information to show steps that have been taken to have due regard to the aims of the equality duty (met through the publication of [Equality Impact Assessments](#) and Equality Scheme progress reports).
- Prepare and publish one or more objectives to meet any of the aims of the general duty every four years (met through the publication of this document).

## Equality Scheme Purpose

The purpose of our Equality Scheme is to:

- Set out our equality objectives for the period 2020-24 and provide details to show how these will contribute towards the aims of the general duty.
- Present the Council's approach to embedding equality within Council services.
- Provide details of the equality responsibilities of the Council, its employees, and elected representatives.
- Set arrangements for monitoring and checking progress against our equality objectives.

## Equality Objectives and Action Plan

The following equality objectives have been set for the 2020-24 to help the council in meeting the aims of the Public Sector Equality Duty and to reflect the context detailed within the facts and figures included at **Appendix Ai**.

**Objective 1** - Understand the diversity that exists within the South Cambridgeshire population and identify, prioritise, and deliver actions that will narrow the gap in outcomes between disadvantaged groups and the wider community

**Objective 2** - South Cambridgeshire District Council is an employer that values difference and recognises the strength that a diverse workforce brings

**Objective 3** - Protected groups are included and have their voices heard in discussions about the future shape of the district

An action plan is set out from the following page, providing details of the actions that will be taken to achieve these objectives.

**Objective 1: Understand the diversity that exists within the South Cambridgeshire population and identify, prioritise, and deliver actions that will narrow the gap in outcomes between disadvantaged groups and the wider community**

How we will achieve the objective	2023-24 Outputs	Rationale for inclusion	Target Completion Date
<p>1. Continue to develop our understanding of the needs of different protected characteristics, and good practice for meeting these</p>	<p>Review and act upon feedback received in relation to the impacts of services and council activities on protected characteristics</p>	<p>A new approach for obtaining and reviewing resident customer feedback was introduced during 2022-23. During 23-24 we will build on this approach, identifying and acting upon feedback in relation to equality impacts. This will also help us to continue to develop our understanding of the needs of different protected characteristics.</p>	<p>Q2</p>
	<p>Attendance at key regional and national events and conferences, feeding back key findings to the rest of the organisation.</p>	<p>To develop and maintain awareness of the latest EDI issues and best practice.</p>	<p>Q4</p>
	<p>Use of local and regional networks to share and hear about examples of good practice from other like-minded organisations.</p>	<p>As above.</p>	<p>Q4</p>
	<p>Improved availability, analysis and use of data to inform decisions that impact on disadvantaged groups, including through a data pilot to help target cost-of-living support to those most in need.</p>	<p>During 2022-23 an Equality Profile dashboard was developed and made available, providing easily accessible Census data about South Cambridgeshire. This will be updated in 23-24 and built on through the pilot scheme, as mentioned.</p>	<p>Q4</p>

<p>2. Review SCDC policies, projects, and services to ensure equality considerations are embedded within service design and delivery</p>	<p>Continued increase in the completion of Equality Impact Assessments (EqIAs) to accompany new plans and proposals (14 complete 2022-23)</p> <p>Promote participation in Healthwatch (an independent statutory body for the NHS) to a broad range of people (with particular focus on underrepresented groups), for the provision of feedback on experiences of medical care within the district.</p> <p>Engage with residents using our Community Wellbeing Hubs to ensure we are delivering fully inclusive support.</p>	<p>To help assess and manage the equality impacts of key pieces of work within the 23-24 Business Plan and to demonstrate due regard to the aims of the Public Sector Equality Duty.</p> <p>Inclusion of diverse groups of people in our engagement on health and cost of living in the district</p> <p>See above.</p>	<p>Q4</p> <p>Q4</p> <p>Q4</p>
<p>3. Review access to Housing, Homelessness, and welfare support by those with protected characteristics, identifying and implementing actions for the removal of barriers to inclusion</p>	<p>Review access to homelessness, housing and welfare support data to inform the development of a new Homelessness strategy.</p> <p>Support further requests to aid and support refugees and asylum seekers, should they be located in the district.</p> <p>Delivery of 40 new homes for refugees as part of the Local Authority Housing Fund</p>	<p>Rolled over from the previous year, this measure is an extension of the commitment within the Race Equality Motion at Full Council to “Consider BAME access to housing and to homelessness and welfare support.”</p> <p>As per ‘Modern and Caring Council’ output 6dii) in the 23-24 Business Plan.</p> <p>As per ‘Housing that is truly affordable’ output 1d) in the 23-24 Business Plan</p>	<p>Q3</p> <p>Q4</p> <p>Q3</p>

	<p>Review and implement the cost-of-living support package for the 2023-24 financial year.</p> <p>Launch surveys gauging attitudes towards council tenants, informing the way we communicate with tenants and improving services for disabled tenants</p> <p>Support tenants facing mental health issues to maintain their tenancies and prevent homelessness</p> <p>Offer and provide extra digital support, including training and equipment, to those in sheltered housing</p>	<p>As per 'Modern and Caring Council' output 6ei) in the 23-24 Business Plan</p> <p>To encourage positive promotion and perceptions of council tenants and social housing in South Cambs. STAR (Survey of Tenants and Residents) survey to be completed annually.</p> <p>As per 'Modern and Caring Council' output 6bvii) in the 23-24 Business Plan.</p> <p>Plans are in place to survey sheltered housing residents to ascertain the need for extra digital support regarding equipment and training and provide this based on survey results</p>	<p>Q4</p> <p>Q4</p> <p>Q4</p> <p>Q4</p>
<p>4. Build on Domestic Abuse Housing Alliance (DAHA) accreditation to ensure best practice response to domestic abuse</p>	<p>Staff complete mandatory domestic abuse training and targeted training is updated for roll out to specific roles</p> <p>Roll out and promotion of a network of Domestic Abuse Champions across the organisation</p> <p>Renewal of DAHA accreditation.</p> <p>Work with the County to assist in their duty to undertake Domestic Abuse</p>	<p>As per 'Modern and Caring Council' output 6gi) in the 23-24 Business Plan</p> <p>As per 'Modern and Caring Council' output 6gii) in the 23-24 Business Plan</p> <p>To reflect work to that's required to renew accreditation annually.</p> <p>To ensure that the Domestic Abuse Needs Assessment reporting provides good quality</p>	<p>Q1</p> <p>Q1</p> <p>Q2</p> <p>Q4</p>

	Needs Assessment reporting and review this information internally to help shape future response to domestic abuse.	data, and that this is reviewed as part of the continuing review of approaches to domestic abuse response.	
5. Encourage and promote diverse workforces to South Cambridgeshire businesses	Promote the Cambridgeshire Equality Pledge to businesses through our Business Support Newsletter and other channels.	Completed for the 22-23 year, but this is a rolling action that will also take place in 23-24.	Q4
	Promote equality resources to businesses, to help broaden understanding of inequalities that exists in the workplace and action that can be taken to address this.	Completed for the 22-23 year, but this is a rolling action that will also take place in 23-24	Q4
	Apprenticeships focussed communications campaign to businesses in Q2	As per 'Growing Local Businesses and Economies' output 4a) in the 23-24 Business Plan	Q2
	Encourage and promote business start-ups from underrepresented groups in South Cambs	Use funding to support business start-ups, including a focus on women and ethnic minorities looking to establish and grow their own enterprises	Q4
6. Equality, Diversity, and Inclusion training will be rolled out for Members	Provision of Equality, Diversity and Inclusion training to members	In 21-22 17 members received this training. Following 2022 elections 13 received the training. To repeat this offering in 23-24.	Q3

**Objective 2: South Cambridgeshire District Council is an employer that values difference and recognises the strength that a diverse workforce brings**

How we will achieve the objective	Outcomes and Outputs	Rationale for proposed inclusion	Target Completion Date
1. Review and examine SCDC structures and processes to ensure people with protected characteristics are not disadvantaged	Complete a review of how and where we advertise Council vacancies.	To promote the Council as an employer of choice for all.	Q4
	Implement a method for obtaining and reviewing data on the number of applications received from protected characteristic groups.	Rolled over from 2022-23. Work is underway to allow data on applications from under-represented groups to be extracted from the new HR system. This will allow progress to be tracked in relation to this action.	Q4
	Increase the number of job applications from people from the protected characteristic groups from baseline levels.	As above.	Q4
	10 apprenticeship courses completed by SCDC staff during the 2023-24 year, as an accessible route to progression	As per 'Modern and Caring Council' output 2ai) and 2aii) in the 23-24 Business Plan. SCDC's Apprenticeship Strategy was approved in January 2022 and offers a method of promoting the Council as an employer to a wide range of prospective employees.	Q4
	Promotion of apprenticeships as a development route for SCDC staff and recruit a new intake of apprentices	This work is planned to ensure that the Council is promoted as to promote the Council as an employer of choice in the local area. As per 'Modern and Caring Council' output 2ci)	Q4

	<p>(internally or externally) to commence their courses during the year</p> <p>Provision of work experience opportunities within the organisation, and representation at 3 local careers fairs</p> <p>Disability Assessment of our offices completed, and assurance received by Disability Cambridgeshire</p> <p>Publicise clinical supervision support opportunities for services that require it and make sure it is part of onboarding</p> <p>Attain a Menopause in the Workplace accreditation</p>	<p>As detailed above.</p> <p>Rolled over from 2022-23 and subject to building work at South Cambs Hall.</p> <p>Colleagues working in hands-on roles that involve life-changing decisions for residents are able to access specialist support through work if needed</p> <p>A majority of council staff will go through the menopause. Beginning this accreditation ensures that our staff know we take the issue of menopause and the impact it can have on our staff seriously</p>	<p>Q4</p> <p>TBC</p> <p>Q4</p> <p>Q4</p>
2. Collect data about the South Cambridgeshire District Council workforce to monitor and analyse representation of people from different protected characteristics	Continue to monitor staff wellbeing, with analysis by protected characteristic, using the survey data collected by Robertson Cooper (Health and Wellbeing Survey April 2023). Respond with action plans to any issues identified.	Wellbeing surveys undertaken and analysed annually. The Robertson Cooper Survey has comprehensive data that can be analysed by most protected characteristics.	Q3



	Progress towards workforce diversity that represents the local equality profile.	The 2022 Equality in Employment report has been published and there has been some improvement on last year. We will also have access to improved recruitment data when HR's iTrent recruitment module goes live in the summer.	Q4
	Monitor how many learning and development opportunities are offered to and taken up by staff, with analysis by protected characteristic	Investing in our staff to learn new skills enables them to advance in different roles around the organisation, keeping talent within the council.	Q4

### Objective 3: Protected groups are included and have their voices heard in discussions about the future shape of the district

How we will achieve the objective	2023-24 Outputs	Rationale for proposed inclusion	Target Completion Date
1. Develop the Greater Cambridge Local Plan, with consideration given to Equality, Diversity, and Inclusion opportunities, particularly within the consultation stages	Actions identified within EqlAs in relation to the Greater Cambridge Local Plan are undertaken and completed within the timescales set out.	EqlAs for the Local Plan show we have taken due regard when it comes to making changes to the local area	Q4
	Carry out a review of the Greater Cambridge Statement of Community Involvement (SCI) which outlines how communities are engaged on planning related matters	As per 'Modern and Caring Council' output 5bii)	Q4
		We need up to date data to allow accurate and clear decisions to be made. This is especially	Q4

	<p>Undertake evidence gathering exercises to understand needs of people with protected characteristics. This will include an accommodation needs assessment of Gypsies and Travellers.</p> <p>Completed sustainability appraisal in relation to the Local Plan, including sections covering social and health impact</p>	<p>important in the delayed accommodation needs assessment.</p> <p>Helping to assess the social and health impacts of the developing Local Plan.</p>	Q4
2. Create places where people feel safe and our communities thrive	<p>Develop the nature-based wellbeing activity programmes and other sports programmes in order to serve more young people in the district</p> <p>Work with young people to decorate planters that will be placed around ATMs in the district in order to deter theft via stolen farm vehicles</p> <p>Develop a project targeted at reducing the stigma of breastfeeding in local businesses and in public spaces</p>	<p>As laid out in the Modern and Caring Council section of the Business Plan, at 6ci.</p> <p>Links with Modern and Caring Council section of the Business Plan, at 6fi.</p> <p>To help families feel more welcome in South Cambridgeshire</p>	<p>Q4</p> <p>Q4</p> <p>TBC</p>
3. Ensure a consistent approach to consultation, providing all groups with opportunities to make their views known	<p>Work with the Consultation Institute to provide consultation training to key staff involved in the planning of consultations</p> <p>Launch an internal SCDC consultation toolkit to achieve a consistent approach to consultation</p>	<p>Training is being provided by the Consultation Institute.</p> <p>As laid out in the Modern and Caring Council section of the Business Plan at 5bi.</p>	<p>Q1</p> <p>Q2</p>

## **Embedding Equality, Diversity and Inclusion within Business-as-Usual Council Activities**

In addition to the above equality objectives and action plan, the following approaches are taken to the embedding of Equality, Diversity, and Inclusion through the range of activities undertaken by the Council:

### **EDI Calendar and Promotion of Key Dates**

SCDC celebrates and promotes diversity by marking key dates within the calendar through the design and delivery of a programme of internal events and promotion of key resources. This is contributed to by the EDI Staff Forum, who have worked to develop a Calendar of Notable Dates to be marked and are continuing to maintain and update this on an ongoing basis.

### **Equality Impact Assessments**

Equality Impact Assessments (EqIAs) are completed during the development of policies, procedures, projects, functions, strategies, and services. EqIAs provide a methodical approach to the assessment of impacts across the nine protected characteristics, allowing us to plan mitigating action and to seek to maximise opportunities to advance equality within our services. Once completed, EqIAs are published on the [Council's website](#).

### **Member Champion for Race and Equality**

Cllr Tumi Hawkins has been appointed as the Lead Cabinet Member for Race and Equality, following a recommendation to Cabinet by the Race Equality Task and Finish Group in March 2021.

### **Staff and Member Training**

South Cambridgeshire District Council is committed to ensuring that it is operating fairly and equitably in both service delivery and employment. To ensure that equality and diversity standards are upheld during the delivery of services, essential training will be provided to all staff and members.

Additional equality and diversity training can be provided to staff according to their specific service requirements.

The Council ensures that all staff have completed safeguarding training, this training also includes an e-learning module on Modern Slavery.

### **Staff Equality, Diversity, and Inclusion Forum**

A staff Equality, Diversity and Inclusion Forum was set up in January 2021 to help identify improvements to narrow the gap in outcomes between disadvantaged groups and the wider community. During the 2021-22 financial year, this included

work to develop an internal Inclusive Language Guide, a calendar of notable events to be marked through various means, and recommendations regarding inclusive recruitment practices and processes around the identification and implementation of reasonable adjustments for disabled staff.

### **South Cambridgeshire Community Safety Partnership**

Through the South Cambridgeshire Community Safety Partnership, SCDC undertakes joint work with Police, Fire, District Councils, County Council, Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) and voluntary group partners to protect vulnerable people within the district, including those who may be subject to Anti-Social Behaviour, Hate Crime or at risk of Modern Slavery.

### **Language Services for non-Native English Speakers**

The Council has access to an external translation and interpreting services provider. This can be used for the translation of documents and interpreting of verbal communication to allow barriers faced by residents and other stakeholders who do not use English as their first language (including users of British Sign Language etc.), to be overcome. Further information about how these services can be accessed is available by emailing [equality.schemes@scambs.gov.uk](mailto:equality.schemes@scambs.gov.uk)

### **Key Policies**

**Officers' Code of Conduct** - All employees of South Cambridgeshire District Council are expected to work to our code of conduct, including fair and equitable treatment of all staff, customers, and residents.

**Dignity at Work Policy** - SCDC positively encourages and promotes a working environment where all persons are treated with dignity and respect. The Council is committed to creating a fair and safe working environment where employees can work free from abusive, threatening, or unwelcome behaviour. Complaints of harassment and/or bullying or victimisation will be taken seriously and dealt with fairly, sensitively, and confidentially.

**Pay Policy** - The Council is committed to ensuring that its pay strategy is fair and equitable, affordable, transparent, and easily understood. This enables the organisation to attract, retain and develop a skilled and flexible workforce. Our staff salaries are evaluated using the National Joint Council (NJC) Job Evaluation Scheme which is based on the principle of joint ownership, openness, transparency, and equality.

**Recruitment Process** – SCDC's Recruitment and Selection policy and procedures are designed to recruit staff in a fair and consistent way that supports equality of opportunity. Our recruitment processes are open and robust with procedures for checking that interview attendees are eligible to work in the UK and for requesting and following up applicant references. We also ensure that interview panel members have received equality and diversity training, to ensure a consistent and fair process.

**Safeguarding Policy** - SCDC is committed to safeguarding and promoting the welfare of children and adults at risk of harm and their families. The council works under Cambridgeshire County Council's Adult Safeguarding policy guidelines and procedures. We take our responsibilities seriously and expect all staff, partners, and contractors to share this commitment. We ensure our procurement and contracting policies and procedures adequately reflect our safeguarding responsibilities. All incidents of poor practice, allegations and suspicions are taken seriously, reported, and are always responded to. Additionally, all staff are expected to attend regular safeguarding training.

**Whistleblowing Policy** - The Council encourages staff, contractors and elected Members who have serious concerns about any aspect of the Council's activities, to come forward and voice those concerns. Our Whistleblowing Policy has been prepared in consultation with staff and with the help of the independent charity, Public Concern at Work. It commits the council to ensuring that whistle-blowers will suffer no recrimination or victimisation as a result of raising a genuine concern about malpractice.

**Disability Passport** - The goal of the Reasonable Adjustment Disability Passport Policy is to encourage everyone with a disability to have high quality conversations with their line manager and explain how their conditions impact them at work so effective support measures can be put in place.

## **Race Equality Motion**

At the Council meeting of the 14<sup>th</sup> July 2020, a motion was passed setting out the Council's beliefs that:

- Racism in all forms, both structural and in individuals, continues to be a serious and often unseen problem in the UK. This is as true in Cambridgeshire, where the ethnic minority population is 18.6%, as it is in areas with greater diversity.
- Although progress has been made in combating racism, work to eradicate it entirely is far from complete.
- This Council, representing people in South Cambridgeshire, has a duty as a public leader to actively lead that work.

This motion also brought forward a number of commitments in relation to the Council's work to promote race equality, which have been incorporate within the equality objectives section of this scheme.

## Our Equality Pledge

As a signatory of the Cambridgeshire Equality Pledge, the Council appreciates and values the benefits that different communities contribute to the district and wider region. More specifically our pledge states that:

"We believe in the dignity of all people and their right to respect and equality of opportunity. We value the strength that comes with difference and the positive contribution that diversity brings to our community. Our aspiration is for South Cambridgeshire and the wider region to be safe, welcoming, and inclusive."

More information about the equality pledge, including details of how to sign up as either an organisation or individual, are included on our [Equality and Diversity](#) webpage.

## South Cambridgeshire Equality Profile Headlines

South Cambridgeshire residents, at the time of the 2021 census identified as: <sup>1</sup>

**89%** White

**5.8%** Asian/Asian British or Asian Welsh

**2.8%** Mixed/Multiple Ethnic Groups

**1.2%** Black/African/Caribbean/Black British



South Cambridgeshire residents aged **65+** are forecast to increase to **22.2%** in 2031 from **16.6%** in 2011 <sup>2</sup>

**5.1%** of residents have a long-term disability limiting day-to-day activities a lot.

**9.7%** have a long-term disability which limits day-to-day activities a little. <sup>1</sup>



Cambridgeshire residents that were subject to **stop and search action**, during 2018/19: <sup>5</sup>

**10 per 1,000**  
Black people

**4 per 1,000**  
Mixed ethnicity people

**3 per 1,000**  
Asian people

**1 per 1,000**  
White people



As of 2018 **10.8%** of South Cambs residents were non-UK nationals <sup>2</sup>



**Pockets of high fertility** (between 2016 and 2020) exist in places such as Milton and Waterbeach, for females aged 15-44: <sup>3</sup>

**73.3 births per 1000** for Milton and Waterbeach

**60 per 1000** for South Cambridgeshire

**59.2 per 1000** for England



Male residents in full time work earn **£4.03 per hour more** than female residents, compared with £1.22ph difference nationally <sup>4</sup>



This page is left blank intentionally.



# National Context

## Equality Profile Headlines

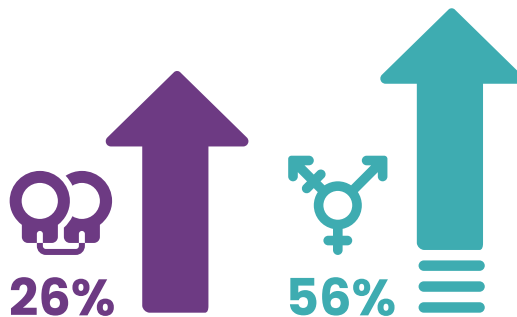


Almost **1 in 5** LGBT employees nationally have been the target of negative comments or conduct from work colleagues in the last year because they are LGBT<sup>1</sup>



**1 in 8** trans people have been physically attacked by customers or colleagues in the last year because of being trans<sup>1</sup>

**Hate crimes** have risen by 26% from 2021. The biggest increase has been a 56% rise in hate crimes against transgender people.<sup>2</sup>



### Employment rate<sup>3</sup>

**62.8%** ethnic minority  
**75.6%** for white workers



### Adults in employment<sup>5</sup>

**47.6%** of disabled adults compared with almost **80%** of non-disabled adults in 2015/16



### Difficulty accessing health, benefits, tax, culture, sport, and leisure<sup>5</sup>

**45.3%** of disabled people reported compared with **31.7%** for non-disabled people, in 2012-14

### Stop and Search<sup>4</sup>

People subject to stop and search action in 2018/19:

**38 per 1,000**  
Black

**11 per 1,000**  
Mixed Ethnicity

**11 per 1,000**  
South Asian

**7 per 1,000**  
'Other inc. Chinese'

**4 per every 1,000**  
White



<sup>1</sup> Stonewall, 2018 <sup>2</sup> Home Office, 2022

<sup>3</sup> McGregor-Smith Review, 2018 <sup>4</sup> Gov.uk, 2020 <sup>5</sup> EHRC, 2017



This page is left blank intentionally.

Appendix B - Equality Scheme Action Plan Progress Report

Objective 1: Understand the diversity that exists within the South Cambridgeshire population and identify, prioritise, and deliver actions that will narrow the gap in outcomes between disadvantaged groups and the wider community.

Measure	Lead Teams	Latest position (at end Q4)	RAG status
<p>Promote and participate in quarterly Equality Pledge signatory meetings, to share and hear about examples of good practice from other like-minded Cambridgeshire organisations.</p>	<p>Policy and Performance</p>	<p>A meeting of Equality Pledge signatories took place in Q1 of 22-23 with representatives sharing information about how they are working to progress EDI (equality, diversity and inclusion) within their organisations.</p> <p>Equality Pledge Partners, Cambridge City Council, have collated a list of businesses who have expressed interest in the pledge and we are using this to consider how best to further promote further pledge in 2023, including through pledge meetings in Summer and Autumn.</p> <p>Although Equality Pledge activity has taken place during 22-23, this action is shown as Amber because meetings have not taken place on a quarterly basis as originally anticipated.</p>	<p>Amber</p>
<p>Attendance at key regional and national events and conferences and feeding back of key findings to the rest of the organisation.</p>	<p>Policy and Performance</p>	<p>7 conferences have been attended by members of the SCDC staff Equality, Diversity and Inclusion (EDI) forum this year. Attendees have created and shared presentations and videos about key findings.</p> <p>Members of the Policy and Performance Team have also attended meetings of the East of England Regional EDI Network to hear and share details of EDI work in public sector organisations throughout the region.</p>	<p>Purple</p>
<p>All 2022-23 Business Plan Actions have Equality Impact Assessments completed.</p>	<p>Policy and Performance</p>	<p>14 EqIAs (Equality Impact Assessments) were completed and published on our website during 22-23 (compared with 13 in 21-22) helping to demonstrate due regard for the aims of the Public Sector Equality Duty.</p> <p>Further EqIAs were under development at end of Q4, including those relating to 4 Day Week and the Council's Menopause policy. We have also provided review and feedback in relation to EqIAs being completed by partner organisations, including in relation to the GCPs Making Connections proposals.</p> <p>Although there has been an increase in EqIA work being undertaken, we are still working to increase awareness this. An EqIA guidance video was recorded in Q3 receiving positive feedback from colleagues and promoting EqIAs will be a significant focus of the Policy and Performance team throughout 23-24.</p>	<p>Amber</p>

Appendix B - Equality Scheme Action Plan Progress Report

Measure	Lead Teams	Latest position (at end Q4)	RAG status
<p>Actions identified within EqlAs are undertaken and completed within the timescales set out.</p>	<p>Policy and Performance</p>	<p>EqlAs are signed off by policy owners and project sponsors. In many instances EqlAs highlight actions that go on to inform further policy and project development. For example in relation to the 4DW EqlA, which highlighted further action that is taking place to understand how neurodiverse members of staff have experienced the 4DW to date. Completion of actions raised through 2022-23 EqlAs will continue during the 2023-24 financial year.</p>	<p>Green</p>
<p>Identify and implement an approach for the review of feedback received in relation to the impacts of services and council activities on protected characteristics.</p>	<p>Policy and Performance</p>	<p>A Customer Insight Group has been set up, comprising officers from the Web Team, Transformation, Policy and Performance and Call Centre. A survey on customer satisfaction is currently live and has collated over 650 responses to date. These responses are being reviewed by the group to ensure equality and operational issues are identified.</p> <p>One example of this led to internal communications raising awareness of how we can provide better customer service to those with speech impediments.</p>	<p>Purple</p>
<p>Review of access to homelessness, housing and welfare support data to inform the development of a new Homelessness strategy.</p>	<p>Housing Advice and Options</p>	<p>This action has been rolled forward to the 2023-24 financial year.</p>	<p>Amber</p>

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Equality Scheme Action Plan Progress Report

Measure	Lead Teams	Latest position (at end Q4)	RAG status
Continued engagement with agencies coordinating local government refugee resettlement efforts to identify further opportunities to assist with the housing of refugees.	Cross Council Team	The situation in Ukraine continues to dictate our work in this area. So far under the Homes for Ukraine scheme, around 740 Ukrainian people have arrived in South Cambs, and there is ongoing demand for places for them to stay. SCDC and Cambridge City Council have recently released a joint campaign to attract hosts. We are also engaging with the Home Office -assigned Bar Hill hotel which is housing asylum seekers, organising activities and securing clothes and devices for them to use.	Purple
Completion of Domestic Abuse Housing Alliance (DAHA) equality and intersectionality framework relating to practice that enables staff to understand and respond to victims and survivors' intersectional needs and experiences of disadvantage and discrimination.	Housing	Accreditation achieved December 2022, with the assessor particularly noting the Council's aim of continuous improvement as a real highlight to observe.	Purple
Achievement of DAHA accreditation.	Housing	See above	Purple
Work with the County to assist in their duty to undertake Domestic Abuse Needs Assessment reporting and review this information internally to help shape future response to domestic abuse.	Housing	Working with County around Domestic Abuse Needs Assessment reporting and reviewing the information - statistics provided to the County as and when requested.	Green

Appendix B - Equality Scheme Action Plan Progress Report

Measure	Lead Teams	Latest position (at end Q4)	RAG status
<p>A South Cambridgeshire equality profile dashboard is available, providing a robust and useful evidence base about local demographics to those shaping SCDC policies, services, and projects.</p>	<p>Policy and Performance</p>	<p>A Power BI dashboard has been created, bringing together a range of publicly available data sets which provide an ongoing picture of South Cambridgeshire demographics. This has been shared on EDI and the Corporate Management Teams sites, and will continue to be updated to account for new data as it becomes available.</p>	<p>Purple</p>
<p>Emerging data in relation to EDI (including 2021 Census and LGBT+ Needs Assessment results) is reviewed and available through new equality profile dashboard, with key findings promoted through key internal communications channels.</p>	<p>Policy and Performance</p>	<p>Encompass Network produced their Needs Assessment report in November 2022, and shared the data with Cambridge City and SCDC who made contributions to support this research. A summary of the Needs Assessment was promoted in Q4. The availability of this information will be promoted again in June 2023 to coincide with Pride month.</p> <p>Census data relating to the Sexual Orientation protected characteristic has also been added to the equality profile dashboard.</p>	<p>Purple</p>
<p>Promote the Cambridgeshire Equality Pledge to businesses through our Business Support Newsletter and other channels.</p>	<p>Business Support</p>	<p>The Cambridgeshire Equality Pledge has been promoted to businesses through our Business Support Newsletter at different times throughout the year.</p>	<p>Purple</p>
<p>Promote equality resources to businesses, to help broaden understanding of inequalities that exists in the workplace and action that can be taken to address this.</p>	<p>Business Support</p>	<p>Equality resources (including webinars, events, posters, funds and awards) have been promoted through the Business Support newsletter since April.</p>	<p>Purple</p>

Appendix B - Equality Scheme Action Plan Progress Report

Measure	Lead Teams	Latest position (at end Q4)	RAG status
<p>Provision of Equality, Diversity and Inclusion training as part of new member induction process, following elections in 2022.</p>	<p>Democratic Services</p>	<p>A total of 13 Members have undertaken Equality, Diversity and Inclusion training since the election in May 2022. The sessions were advertised through an all Member email, and through the CEO's all Councillor newsletter. This training was not mandatory and although 13 out of 45 members may seem like low attendance, similar sessions were run in 21-22.</p>	<p>Purple</p>

Appendix B - Equality Scheme Action Plan Progress Report

Objective 2: South Cambridgeshire District Council is an employer that values difference and recognises the strength that a diverse workforce brings

Measure	Lead Teams	Latest position (at end Q4)	RAG status
O2A1i) Implement a recruitment communications plan promoting SCDC as an inclusive and welcoming employer to applicants from under-represented groups, including a review of how and where we advertise Council vacancies.	HR (Recruitment); Communications	<p>A plan has been implemented focussing on the creation of promotional imagery and messaging that reflects our desire to be an inclusive and welcoming employer. We have also refreshed our 'Jobs' webpages to promote some of the core benefits of working at SCDC, including mention of the extended 4 day week trial.</p> <p>The status has been set as amber because although we have commenced a review of our how and where we advertise Council vacancies, this review was not completed by the end of the 2022-23 financial year. The review will be completed in Q1 of 23-24 and will go on to inform where we advertise our vacancies.</p>	Amber
O2A1ii) Implement a method for obtaining and reviewing data on the number of applications received from protected characteristic groups.	HR	<p>Once in place, the new recruitment system will allow us to produce an anonymised report on the equality profile of those who are applying for jobs at SCDC.</p> <p>The new system is in final testing stages and we are aiming to go live from summer 2023, once final configurations having been completed.</p> <p>Although we have limited access to application data until this time, we report annually our workforce breakdown, focussing on representation of different protected characteristics among our staff. This is available on our website at <a href="https://www.scamb.gov.uk/your-council-and-democracy/equality-and-diversity/">https://www.scamb.gov.uk/your-council-and-democracy/equality-and-diversity/</a></p>	Amber
O2A1iii) Increase the number of job applications from people from the protected characteristic groups from baseline levels.	HR	See above.	Amber
O2A1iv) Increase the number of apprenticeships being undertaken within the organisation as a means of promoting the Council as a viable career option for a broad range of prospective employees.	HR (Learning and Development)	<p>We currently have 20 apprentices (50% are new hires and 50% are grow-your-own talent) and are recruiting a new cohort of management apprentices internally, with courses due to start in September. We are also out to market with 6 Planner apprenticeships at Level 4 and Level 7. Again, these will start in September 2023.</p> <p>We are continuing to consider ways to further increase the number of apprenticeships being undertaken, to offer excellent career opportunities to a broad range of prospective and current employees.</p> <p>Although the apprentices programme continues beyond the 22-23 year, the status has been set as purple (complete) on the basis that the work plan was completed for the year.</p>	Purple

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available



Appendix B - Equality Scheme Action Plan Progress Report

Measure	Lead Teams	Latest position (at end Q4)	RAG status
O2A1v) Provision of work experience opportunities within the organisation, and representation at local careers fairs and in schools and colleges to promote the Council as an employer of choice in the local area.	HR (Learning and Development)	We took on work experience students in summer 2022 for the first time since pre-Covid; we had 7 placements. This is planned to be repeated in the Summer of 2023.  We worked with a local organisation and planned an event in Feb 2023 to promote SCDC as an employer of choice in the local area.	Purple
O2A1vi) Impacts of hybrid working arrangements are monitored through annual staff surveys.	HR	A staff survey on health and wellbeing was completed in summer 2022 and spring 2023. This measured a broad range of facets contributing to health and wellbeing, including working conditions and hybrid working arrangements.  One noticeable impact identified through analysis of the results was a reduction in the social and team support felt by some individuals, partly as a result of increase hybrid working arrangements. This lead to the release of guidance to staff recommending that teams come together for face-to-face meetings at least twice a month.  Members are also currently being consulted on their views of Hybrid working and a report will go to the next Employment and staffing committee  The surveys also highlighted positive health and wellbeing impacts attributable to the 4 day week trial leading to an extension of the trial until March 2024.	Purple
O2A1vii) Completion of Team Charters for each team across the Council setting out approaches to hybrid working.	All Teams	18 Team Charters have been completed and uploaded in the CMT Teams chat. Teams were asked to review the ways they work together as part of 4 Day Week planning. This lead to Charters being updated as teams adapt their working practices.	Purple
<b>Supplementary action (added part way through the year):</b> Work towards becoming a menopause-friendly organisation.	HR	We have introduced a Menopause strategy, putting in place several events in September and October to increase awareness across the organisation. We are working towards Menopause in the workplace accreditation (this will be completed in Q3 or Q4 of 2023-24).	Green
Disability Assessment of our offices completed, and assurance received by Disability Cambridgeshire.	Facilities Management	This action cannot be completed until the Greening South Cambs Hall and Curtain Walling projects have been completed so that the entire site can be assessed including parking provisions, fire strategy and systems. Rolled forward to the 23-24 Equality Scheme action plan.	Amber

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Equality Scheme Action Plan Progress Report

Measure	Lead Teams	Latest position (at end Q4)	RAG status
Develop and adopt a Reasonable Adjustment Passport policy and promote its availability to Council staff (including a section on Reasonable Adjustments on the HR intranet pages)	HR	The Disability Passport scheme was adopted in Q1 and has been publicised via internal employee channels as well as in HR updates. At least two employees have used the Reasonable Adjustment Passport since it became available.	Purple
Analyse annual staff satisfaction surveys around equality, diversity, and inclusion, and publish 'you said, we listened' examples internally following analysis of the survey results.	Policy and Performance	The final results of the survey were presented within the EDI forum during Q3. The findings from the survey reinforced some of the actions within this action plan, including the importance of ensure that training opportunities are provided and that recruitment processes are inclusive.	Purple
Progress towards workforce diversity that represents the local equality profile.	HR	<p>We report annually on our workforce breakdown, focussing on representation of different protected characteristics among our staff. The latest report, providing a snapshot as of 31 March 2022, found that:</p> <ul style="list-style-type: none"> <li>- The proportion of employees identifying as either Black, Asian, Mixed Ethnicity or Other Ethnic Group remains stable at 5.7%. This compares with 11% of South Cambs residents.</li> <li>- 9.3% of SCDC staff declared a disability, an increase from 8.3% in March 21 and compared with 14.8% of South Cambs residents.</li> <li>- 3.01% identified as either Lesbian, Gay or Bi-sexual compared with 2.38% of South Cambs residents.</li> <li>- 53.2% of SCDC staff identified as having a religion compared with 56.7% of South Cambs residents.</li> </ul> <p>The full report is available on our website at <a href="https://www.scambs.gov.uk/your-council-and-democracy/equality-and-diversity/">https://www.scambs.gov.uk/your-council-and-democracy/equality-and-diversity/</a></p> <p>Green status as we are making progress towards this over multiple years.</p>	Green

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

**Appendix B - Equality Scheme Action Plan Progress Report**

Objective 3: Protected groups are included and have their voices heard in discussions about the future shape of the district.

Measure	Lead Teams	Latest position (at end Q4)	RAG status
Equality Impact Assessments are completed identifying actions to ensure the voices of people from protected characteristic groups are included and represented within plan consultation and development activity.	Planning Policy	The draft Local Plan is due to be considered by members in summer 2023 prior to public consultation. Each key stage of the Greater Cambridge Local Plan is accompanied by an updated EQIA and Sustainability Appraisal.  Status is green as we continue to be on target to complete this multi-year target.	Green
Actions identified within EqlAs undertaken are undertaken and completed within the timescales set out.	Planning Policy	See comment above.	Green
Undertake evidence gathering exercises to understand needs of people with protected characteristics. This will include an accommodation needs assessment of Gypsies and Travellers.	Housing Strategy and Planning Policy	The Gypsy and Traveller Accommodation Needs Assessment has been delayed. The contract was terminated with the previous consultant due to concerns with the robustness of the survey and evidence base previously being used. We are currently in discussions to re-commission the work but it's like to be a further 6-9 months from March 23 before the assessment is completed.	Amber
Completed sustainability appraisal including sections covering social and health impact.	Planning Policy	See comment above (at top of this page). The sustainability appraisal, including sections on the social and health impacts will follow as part of subsequent stages of the Local Plan process.  Status is green as we continue to be on target to complete this multi-year target.	Green

Page 283

\*Purple = Completed, Green = On target to deliver by timescale, Amber = Delayed but on target for revised timescale, Red = Not going to be delivered or delivery plan needed, Grey = Information not available

Appendix B - Equality Scheme Action Plan Progress Report

Measure	Lead Teams	Latest position (at end Q4)	RAG status
Develop a corporate list of key contacts and groups to engage with in relation to decisions.	Communications and Communities	<p>This was initially delayed by emergency work related to the Homes for Ukraine scheme, resulting in a new timescale for delivery having been agreed for 2023-24 as part of the Council's refreshed business plan.</p> <p>Work and training has already been undertaken with the Consultation Institute during Q1 and further work to take place, including the launch of an internal SCDC consultation toolkit by end of Q2.</p>	Green
Work with the Consultation Institute to carry out a consultation skills audit.	Communications and Communities	See above update.	Green
Create corporate consultation and engagement guidance.	Communications and Communities	See above update.	Green

Document is Restricted

This page is left blank intentionally.

Document is Restricted

This page is left blank intentionally.