

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of the New Communities Portfolio Holder's Meeting held on
Tuesday, 8 March 2011 at 11.15 a.m.

Portfolio Holder: David Bard

Councillors in attendance:

Scrutiny and Overview Committee monitors and Opposition spokesmen: Bridget Smith

Opposition spokesmen: Lynda Harford

Also in attendance: Mike Mason and Nick Wright

Officers:

Jane Green	Head of New Communities
Richard Hales	Team Leader (Communities)
Ian Howes	Principal Urban Designer
Caroline Hunt	Local Development Framework Team Leader
Keith Miles	Planning Policy Manager
Jo Mills	Corporate Manager, Planning and New Communities
Jennifer Nuttycombe	Planning Policy Officer
Ian Senior	Democratic Services Officer
Claire Spencer	Senior Planning Officer (Transport Policy)

39. DECLARATIONS OF INTEREST

There were no declarations of interest.

40. MINUTES OF PREVIOUS MEETING

The New Communities Portfolio Holder agreed that the Minutes of the New Communities Portfolio Holder meeting held on 25 January 2011 were a correct record., subject to the following amendments:

Minute 31 – Capital and Revenue Estimates

In the second line of the second paragraph, the phrase ‘...Finance nod Staffing’ should say ‘...Finance and Staffing’.

Minute 36 – Sustainable Parish Energy Partnership

In the second paragraph, the words ‘...the 24th...’ should be replaced by the word ‘...a...’.

41. SERVICE PLANS 2011/12

The New Communities Portfolio Holder considered the Planning and New Communities Service Plan 2011-12 insofar as it related to the New Communities portfolio.

The Corporate Manager (Planning and New Communities) drew his attention to the Value For Money Template and added that the Service Improvement Action Plan contained no issues specifically related to New Communities.

A Member in attendance asked about progress with Section 106 Legal Agreements, and expressed concern about Risk PNC7. The Portfolio Holder said that Section 106

management remained an ongoing issue and that South Cambridgeshire District Council was seeking a more effective process through discussions with Cambridgeshire County Council. The Corporate Manager (Planning and New Communities) said that the Section 106 posts referred to in PNC7 should now be less at risk once the New Homes Bonus started to take effect as the "replacement" for Housing and Planning Delivery Grant. As a result, the risk at PNC7 could be downgraded.

Further discussion surrounded the possible impact, through redundancy, of a loss of experience.

The New Communities Portfolio Holder noted, approved and **adopted** the New Communities aspects of the Planning and New Communities Service Plan.

42. ORCHARD PARK: ADOPTION OF SUPPLEMENTARY PLANNING DOCUMENT

The New Communities Portfolio Holder considered a report analysing the results of the public consultation carried out on the draft Orchard Park Design Guidance Supplementary Planning Document (SPD).

The New Communities Portfolio Holder:

- (a) **Endorsed** the Council's responses (as included in Appendix 1 of the report);
- (b) **adopted** the Orchard Park Design Guidance SPD (as included in Appendix 2)

43. RESIDENTIAL TRAVEL PLAN - SUPPLEMENTARY PLANNING DOCUMENT

The New Communities Portfolio Holder considered a report seeking his agreement to the Cambridgeshire Residential Travel Plan Guidance being published for a six-week public consultation period which it was anticipated would start in June 2011.

The New Communities Portfolio Holder stressed the importance of this document.

The New Communities Portfolio Holder:

- (c) **agreed** that the draft Residential Travel Plan Guidance (Appendix 1) be issued for consultation.
- (b) **noted** the consultation plan in Appendix 2.

44. SHLAA (STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT)

The New Communities Portfolio Holder considered a report on the start of work on a Strategic Housing Land Availability Assessment (SHLAA) as a key part of the evidence base for the Local Development Framework review, including the methodology for the SHLAA, setting up a Housing Market Partnership and issuing a 'call for sites'.

Those present discussed a number of issues, including public engagement, resources and publicity.

The New Communities Portfolio Holder **agreed**

- (d) The methodology for the Strategic Housing Land Availability Assessment (as included at Appendix 1)
- (e) Setting up of a Housing Market Partnership
- (f) Issuing of a 'call for sites'

45. HEALTH IMPACT ASSESSMENT SUPPLEMENTARY PLANNING DOCUMENT (SPD): ADOPTION

The New Communities Portfolio Holder considered a report analysing the results of a public consultation exercise carried out in relation to the Health Impact Assessment (HIA) Supplementary Planning Document (SPD).

The New Communities Portfolio Holder **agreed** the adoption of the Health Impact Assessment SPD and instructed officers to proceed in accordance with Regulations 18 and 19.

46. FEN DRAYTON: LAND SETTLEMENT ASSOCIATION (LSA) SUPPLEMENTARY PLANNING DOCUMENT (SPD)

The New Communities Portfolio Holder considered a report analysing the results of the public consultation carried out on the draft Fen Drayton Former Land Settlement Association (LSA) Estate Supplementary Planning Document (SPD).

Councillor Nick Wright (a local Member) thanked officers for their flexible approach to this policy. He also made some comments on the SPD guidance relating to the use of sustainable forms of transport, in particular the Guided Bus, and the classification of buildings.

David Mead, a planning agent acting on behalf of two LSA residents, addressed the Portfolio Holder, principally in relation to the classification of a converted water tank at 33 Cootes Lane, and the classification of a replacement implement shed at 54 Park Lane. Derek Robinson (an LSA resident) spoke briefly about the lack of guidance in the SPD on the reuse of derelict land and Francis des Rosiers (an LSA resident) sought clarification regarding the policy boundary in relation to Daintree's Farm..

The New Communities Portfolio Holder considered the representations received on the draft Fen Drayton Former LSA Estate SPD and **agreed provisionally** the Council's responses (as included in Appendix 2), and the **adoption** of the Fen Drayton Former LSA Estate SPD (as included in Appendix 3) subject to further consideration of footprint issues relating to 54 Park Lane and 33 Cootes Lane.

The New Communities Portfolio Holder requested that the outcome of further consideration of the footprints at 54 Park Lane and 33 Cootes Lane be brought back to the New Communities Portfolio Holder for approval.

47. INFORMAL PLANNING POLICY GUIDANCE FOR FOODSTORE PROVISION IN NORTH WEST CAMBRIDGE

The New Communities Portfolio Holder considered a report proposing responses to the representations received during the public consultation on the Options Report on Foodstore Provision in North West Cambridge, which took place between 6 September and 18 October 2010, and seeking adoption of the Informal Planning Policy Guidance regarding Foodstore provision in North West Cambridge as a material consideration in the determination of planning applications.

Councillor Mike Mason (a Member for Histon) conveyed the concerns that Histon Parish Council had about the possible impact of additional traffic. The Local Development Framework Team Leader outlined the process adopted in conducting the Traffic Impact Assessment, which had concluded that traffic impact would be minimal.

The Portfolio Holder noted that Cambridge City Council had yet to consider the question of foodstore provision.

The New Communities Portfolio Holder

1. **Agreed provisionally** the responses to the representations received to the Options Report on Foodstore Provision in North West Cambridge provided in Appendix A.
2. **gave authority** to the Corporate Manager (Planning and New Communities) to make minor amendments / changes to the 'Informal Planning Policy Guidance on Foodstore Provision in North West Cambridge' which may arise when the Cambridge City Council Members consider the informal retail guidance at the Environment Scrutiny Committee on 15th March 2011. Any material changes to be brought back to the next Portfolio Holder meeting for consideration.
3. **Adopted** provisionally the 'Informal Planning Policy Guidance on Foodstore Provision in North West Cambridge', provided in Appendix B, as a material consideration in the determination of planning applications,

subject to the views of Cambridge City Council.

48. CARRY FORWARD OF UNCOMMITTED GRANT BALANCES TO 2011-12

The New Communities Portfolio Holder considered a report seeking to carry forward uncommitted grant balances in respect of Community Capital Grants, should it not be possible to convene a special meeting before the end of the financial year.

The New Communities Portfolio Holder **resolved** that

1. should it not be possible to convene a special New Communities Portfolio Holder meeting before the end of the 2010-11 financial year, the following balances be carried forward into 2011-12:
 - Community Facilities Grant - £32,922
 - Village Sports Facilities Grant - £29,069
 - Arts Capital Grants - £14,940
2. Should a special New Communities Portfolio Holder meeting take place before the end of the 2010-11 financial year, any monies not allocated at that meeting be carried forward into 2011-12.

49. SOUTH CAMBRIDGESHIRE LOCAL DEVELOPMENT SCHEME 2011-2014

The New Communities Portfolio Holder considered a report on the Local Development Scheme, which would set out the timetable for plan preparation for the 3 year period April 2011 – March 2014.

The Planning Policy Manager highlighted paragraphs 7 to 13 of the report, concluding that by combining three documents into one would significantly speed up the process for South Cambridgeshire District Council, and result in a degree of cost saving. It would require

though the recruitment of two extra Planning Policy officers.

The New Communities Portfolio Holder **agreed** tha

1. a single South Cambridgeshire Development Plan be prepared incorporating a review of the Core Strategy Development Plan Document (DPD), Site Specific Policies DPD and the Development Control Policies DPD as a single document to the timetable set out in Appendix 1, Tables 1 and 4 and that the Gypsies and Travellers DPD will continue to be prepared separately (Appendix 1, Table 3).
2. That authority be delegated to the Corporate Manager (Planning and New Communities) to complete a new Local Development Scheme on this basis.
3. The New Communities Portfolio Holder to sign off the Scheme at a future date.

50. GYPSY AND TRAVELLER ISSUES AND OPTIONS 3: APPROVAL FOR CONSULTATION

The New Communities Portfolio Holder **received and noted** a report analysing the progress made towards the actions agreed at the meeting of 14th December regarding planning for Gypsy and Traveller sites.

51. FORWARD PLAN

Those present **noted** the Forward Plan for the New Communities Portfolio included in the agenda. Papworth Everard West Central SPD would not now go to the meeting on 19 May 2011, but would be considered instead at a meeting during 2011-12.

52. DATE OF NEXT MEETING

Those present **noted** that the next scheduled New Communities Portfolio Holder meeting would be on Tuesday 19 May 2011 starting at 11.15am or upon completion of the Planning Portfolio Holder meeting, whichever was the later.

There was likely to be a Special New Communities Portfolio Holder meeting on Thursday 31 March 2011 starting at 5.30pm. This meeting would be solely to consider capital grants.

The Meeting ended at 1.35 p.m.
