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2 March 2009



To: Councillors Dr DR Bard and NIC Wright, Portfolio Holders

Mrs VM Barrett	Scrutiny Monitor
Mrs PM Bear	Opposition Spokesman
AN Berent	Opposition Spokesman
R Hall	Scrutiny Monitor
Mrs BZD Smith	Scrutiny Monitor and Opposition Spokesman
JF Williams	Opposition Spokesman

Officers:	Gareth Jones	Corporate Manager, Planning & Sustainable Communities
	Jo Mills	Corporate Manager, New Communities
	Ian Senior	Democratic Services Officer

Dear Sir / Madam

You are invited to attend the next meeting of **PLANNING AND NEW COMMUNITIES JOINT PORTFOLIO HOLDERS' MEETING**, which will be held in **MONKFIELD ROOM, FIRST FLOOR** at South Cambridgeshire Hall on **TUESDAY, 10 MARCH 2009 at 10.00 a.m.**

Yours faithfully
GJ HARLOCK
Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

AGENDA

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PROCEDURAL ITEMS	
1. Declarations of Interest	
2. Minutes of Previous Meeting	1 - 4
ITEMS RELEVANT TO THE PLANNING PORTFOLIO ONLY	
3. Draft Service Plan for the Planning and Sustainable Communities Service, 2009-10 to 2011-12	5 - 42
4. Financial Monitoring Report up to 31 January 2009 - Planning and Sustainable Communities Portfolio	43 - 52

ITEMS RELEVANT TO BOTH THE PLANNING AND NEW COMMUNITIES PORTFOLIOS

5. **New Sites proposed for minerals and waste development - through the recent Cambridgeshire and Peterborough Minerals and Waste (Preferred Options 2) Plan consultation (Key)** 53 - 118

6. **Forward Plans**

Each Portfolio Holder will maintain, for agreement at each meeting, a Forward Plan identifying all matters relevant to the Portfolio which it is believed are likely to be the subject of consideration and / or decision by the Portfolio Holder, Cabinet, Council, or any other constituent part of the Council. The plan will be updated as necessary and published on the Council's website following each meeting. Portfolio Holders will be responsible for the content and accuracy of their forward plans.

12 May 2009

- Comparison between the performance of South Cambridgeshire District Council and similar Local Planning Authorities.

7. **Date of Next Meeting**

12 May 2009 at 10.00am. The Portfolio Holders are requested to indicate their preferred meeting arrangements for 2009-10.

ITEMS RELEVANT TO THE NEW COMMUNITIES PORTFOLIO ONLY

- | | | |
|-----|---|------------------|
| 8. | New Communities - Service Plan 2009/10 | To Follow |
| 9. | Financial Monitoring report up to 31 January 2009 - New Communities Portfolio | 119 - 128 |
| 10. | Cambridgeshire County Council Consultation on prohibition of waiting for commercial vehicles in Histon and Impington | 129 - 134 |
| 11. | Cambridgeshire County Council Speed Limit Reviews on A1303 Madingley Road, A1307 Huntingdon Road and A505 Duxford | 135 - 146 |
| 12. | Arts Service Review | 147 - 190 |

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Planning and New Communities Joint Portfolio Holders' meeting held
on
Monday, 26 January 2009 at 10.00 a.m.

Portfolio Holders: Dr DR Bard and NIC Wright

Councillors in attendance:

Scrutiny and Overview Committee monitors: Mrs VM Barrett and R Hall

Scrutiny and Overview Committee monitor and
Opposition spokesman Mrs BZD Smith

Opposition spokesmen Mrs PM Bear and JF Williams

Also in attendance: TJ Wotherspoon

Officers:

Thomas Barrance	Growth Area Project Manager
David Bevan	Conservation Manager
Jonathan Dixon	Principal Planning Policy Officer (Transport)
David Grimster	Accountant
Peter Harris	Principal Accountant (General Fund and Costing)
Gareth Jones	Corporate Manager, Planning & Sustainable Communities
Keith Miles	Planning Policy Manager
Jo Mills	Corporate Manager (New Communities)
Ian Senior	Democratic Services Officer
Claire Spencer	Senior Planning Officer (Transport Policy)

30. DECLARATIONS OF INTEREST

There were no declarations of interest.

31. MINUTES OF PREVIOUS MEETING

The Planning Portfolio Holder and New Communities Portfolio Holder agreed that the minutes of the meeting held on 11 November 2008 were a correct record, subject to the Planning Portfolio Holder agreeing to replace the first sentence of the fifth paragraph of Minute 29 (Draft Service Plan – Planning) with the following sentence:

“Following discussion among those present, the Planning Portfolio Holder agreed that officers should attempt, whenever possible, to synchronise the Local Planning Authority’s dates for determination of planning applications with the timing and frequency of parish council (or parish council planning Committee) meetings.”

The Corporate Manager (Planning and Sustainable Communities) explained that, legally, Local Planning Authorities had to register applications as soon as they were satisfied that those applications were valid. The Planning Portfolio Holder suggested that the issue of co-ordination of parish and district council timescales should be discussed at the next Parish Forum.

32. REVENUE AND CAPITAL ESTIMATES - PLANNING

The Planning Portfolio Holder considered a report on the Revenue Estimates up to the year 2009-10 and the Capital Programme up to the year 2011-12.

He expressed concern at the potential cost of appeals during the coming year and, while accepting that there might not be a need to call upon it, requested that appropriate provision be made in the budget. The Principal Accountant (General Fund) explained that the best way of addressing this issue was through the precautionary fund, against which a claim could be made with the support of the Finance Portfolio Holder.

During the course of discussion, the following points were made:

- It would be possible, in future, to vire money between the Examination in Public Budget (part of the New Communities portfolio) and Appeals Budget (part of the Planning portfolio) if both Portfolio Holders concerned, and relevant officers including the Chief Finance Officer, were in agreement
- There had been a decrease in the level of income from planning applications, particularly Major applications
- Charging for pre-application discussions would relate only to Major applications (not householder applications)

The Corporate Manager (Planning and Sustainable Communities) acknowledged that, in certain respects, South Cambridgeshire District Council faced greater development challenges than others in its traditional "family group". Responding to the Planning Portfolio Holder's comment that comparisons should be made on a like-for-like basis, the Corporate Manager (Planning and Sustainable Communities) undertook to investigate whether there were any other local authorities, preferably rural ones, with growth pressures similar to those of this Council and with whom a more realistic comparison could be drawn.

The Planning Portfolio Holder **endorsed** for approval by the Cabinet

- the Revenue Estimates as shown at Appendix A (as amended downwards by £36,000 for Concessionary Fares)
- the Housing and Planning Delivery Reserve at Appendix A(1)
- the Capital Programme as shown at Appendix B, and associated proposal forms Appendix C1 to C5
- the level of Building Control fees for 2009-10 (paragraph 16)

The Planning Portfolio Holder **recommended** to Cabinet that

- a 'precautionary item' of £100,000 in respect of Appeal and Inquiry costs be included in the list of precautionary items for 2009-10

33. REVENUE AND CAPITAL ESTIMATES - NEW COMMUNITIES

The New Communities Portfolio Holder considered a report on the Revenue Estimates up to the year 2009-10 and the Capital Programme up to the year 2011-12.

It was noted that Economic Development, referred to in paragraph 3 of the report, had recently been made a responsibility of the Planning Portfolio Holder instead.

The New Communities Portfolio Holder

- **confirmed** the proposals for capital expenditure shown at Appendix C(1-4), to the report for inclusion in the capital programme
- **endorsed** the Revenue Estimates and Capital Programme shown at Appendices A

and B and **recommended** them for consideration by the Cabinet

34. **SUPPLEMENTARY PLANNING DOCUMENTS**

The Planning Portfolio Holder and New Communities Portfolio Holder considered a report seeking agreement for Supplementary Planning Documents relating to Biodiversity and Listed Buildings to be published for consultation.

It was noted that the Biodiversity Strategy produced in August 2006 was a biodiversity steering document for the Council as a whole and had been adopted as Council policy. On the other hand, the Biodiversity SPD would be a planning specific document, referring back to the Strategy where appropriate in order to avoid repetition.

Councillor Wotherspoon suggested that members of Council be invited to discuss issues of general concern at an informal meeting to be chaired by him during the consultation period. The two Portfolio Holders considered this a good idea and instructed the two Corporate Managers to make appropriate arrangements.

The Planning Portfolio Holder and New Communities Portfolio Holder **endorsed** the following documents for public consultation:

- Draft Biodiversity Supplementary Planning Document
- Draft Listed Buildings Supplementary Planning Document
- Draft Final Sustainability Reports for both SPDs (on the website)
- Sustainability Appraisal Scoping Report Addendum for the Listed Buildings SPD subject to the Corporate Manager (Planning and Sustainable Communities) making minor amendments to the documents, where appropriate

35. **LOCAL DEVELOPMENT FRAMEWORK - GYPSY AND TRAVELLER DPD - PROGRESS REPORT**

The New Communities Portfolio Holder **received** a progress report on preparation of the Gypsy and Traveller Development Plan Document.

He said that it was essential that local members be briefed about specific proposed sites before that information was placed in the public domain for wider consultation.

The Principal Planning Policy Officer (Transport) summarised the work carried out to date, referring briefly to the contribution made by the consultants formerly retained by the Council prior to the matter being brought back in-house. The engagement of Gypsies and Travellers in the process was seen as essential.

The timescale for progressing the GTDPD was being reassessed as part of the revision of the Local Development Scheme.

At the request of the Planning Portfolio Holder, the Corporate Manager (Planning and Sustainable Communities) undertook to consider the implications for those temporary planning consents for travellers' pitches due to expire prior to the GTDPD being adopted by the Council.

The New Communities Portfolio Holder confirmed that he was investigating the potential for offsetting the provision of Travellers' pitches against the need for affordable housing.

36. REGIONAL SPATIAL STRATEGY SINGLE ISSUE REVIEW - PLANNING FOR GYPSY AND TRAVELLER ACCOMMODATION IN THE EAST OF ENGLAND - EXAMINATION IN PUBLIC - REPORT OF THE PANEL

The New Communities Portfolio Holder **received** a report on the outcome of the Examination in Public of the Regional Spatial Strategy Single Issue Review into the provision of Gypsy and Traveller sites.

37. FORWARD PLANS

The Planning Portfolio Holder and New Communities Portfolio Holder **noted** this item, and instructed officers to present reports to the next meeting on Arts provision, budgetary comparitors, and a Local Development Framework update.

38. DATE OF NEXT MEETING

The Planning Portfolio Holder and New Communities Portfolio Holder **noted** that their next meeting would take place on Tuesday 10 March 2009, starting at 10.00am.

The Meeting ended at 11.40 a.m.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL:**DRAFT SERVICE PLAN FOR:****THE PLANNING & SUSTAINABLE COMMUNITIES SERVICE****2009/10 TO 2011/12**

Corporate Manager: Gareth Jones

Portfolio Holder/s: Cllr Nick Wright & Cllr Dr David Bard

SERVICE PLAN OVERVIEW**1. Key Functions and Responsibilities**

The service is divided into 4 main task-orientated sections, which include some areas that are statutory requirements, as follows:

Planning Policy

Its main role is delivering the Local Development Framework (LDF) as required under section 17 of the 2004 Planning Act. This includes one of the largest growth agendas in the country. Under the Local Development Scheme there is a statutory requirement to produce an annual monitoring report. It also services the recently established section 29 Committee.

In addition, the section helps deliver the Government's bus passes scheme.

Development Control

Its main role is to determine the approximately 2,400 applications (including almost all of the major applications, with the exception of those relating to the major growth sites) and 1,500 significant amendments to these applications. Our customers have varied agendas ranging from applicants and developers, to neighbours, interest groups and parish councils. In an extreme case we received and processed over 30,000 individual representations on one application. It also includes sub-sections responsible for defending the Council's case at appeal and enforcing and monitoring development within the District, as well as High Hedge applications.

Building Control

Its main role is to determine building regulation applications and carry out site visits to check the works at specified stages of the development. As well as being concerned with building safety, building regulations are the most significant tool for delivering the Government's sustainability agenda. The sub-section also provides a dangerous structures service.

Design and Conservation

Its main role is to protect and improve the historic, built and natural environment. Responsibilities include helping to determine planning and other applications relating to landscapes, trees, wildlife habitats and species, and historic buildings and areas, including those designated as locally or nationally important. It also supports community action to improve local places.

Other Services Provided

Administration

Its main role is to register all planning applications, and provide the planning arm of the council's searches service. The administration team is now leading in the development of the new Devcon system, designed to deliver the Government's new agenda for delivery of the planning system electronically.

Pre-application meetings, duty officer

The establishment of an urban design team will enable improved quality of development through work with the policy, design and development control teams, as well as advice to the growth team.

Advice on design issues, natural and built to the Policy, Development Control, and Policy sections as well as the Growth team.

Provision of tourist advice working in partnership with the City Council.

2. Context

External Drivers

Political

The Government's growth agenda continues apace, and there will be continued pressure to deliver housing over and above the Local Development Framework, as has been witnessed by the proposal at Hanley Grange.

Political change locally or nationally could have a significant impact on the growth agenda.

The importance of Climate Change within the wider political framework has, and will continue to make this an important area of work for the Council. Building Control has a strong role to play in delivering more sustainable development. The Government plans step changes to the regulations to new house build to reduce their carbon footprint. The natural and built environment has a key role in reducing the causes and impacts of climate change.

Changes in legislation result in either additional or reduced requirements for applications e.g. new General Development Order and legislation on Biodiversity (NERC Act 2006)

Economic

In addition, we have to address the shortfall in housing completions following the effects of the credit crunch on the development sector through the LDF process. This could also be an issue for planning appeals.

The single issue review by the RSS re Traveller and Gypsy sites will determine how many sites the Council will have to plan to provide.

Delivery of growth is highly dependent on appropriate progress being made by our key partners. Transport is particularly key to this and any delays in delivering transport infrastructure such as the Cambridgeshire Guided Bus or the improvements to the A14 will have significant impact on this service and its ability to deliver.

Green infrastructure – including the natural and historic environment – is a key component of growth and strongly supported by the RSS.

Socio-Cultural

The local population has heightened expectations about its rights and ability to influence the planning process. Increased availability of information through the Internet continues to increase demand on officers' time. The press is quick to pick up on planning issues and given that in most cases there will be one party not satisfied with the outcome of a planning application, it can be a productive area for stories.

The Planning service is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. The Planning & Sustainable Communities Service area will ensure:

- Safer recruitment and employment practices are followed
- Relevant officers are aware of safeguarding reporting policies
- Appropriate safeguarding training is given to officers.

Technological Environment

The development of Devcon and the use of the planning portal impose new demands on staff to scan plans. In addition, there's an increased demand for information and an expectation of an instant response.

Managing environmental data is key to informed decision making and E government. Accurate, digitised information and public access is required. Information is held and managed by this authority and by the Cambridgeshire and Peterborough Records Centre and other partners.

Key Partners

Partnership working is integral to the Planning service with a number of organisations, including other statutory partners, businesses, and third sector organisations. Key partners include, but are not limited to, the following:

- The RSS
- Go-east
- Cambridgeshire Horizons
- Cambridgeshire County Council
- Cambridge City Council
- Parish Councils
- County Building Control teams
- Developers
- Agents
- National agencies
- Voluntary sector

For our major partnerships, robust partnership arrangements are in place and have been checked through the corporate review of partnerships and corporate partnerships register. For example, our relationship with Horizons and others working on growth is shaped by the Horizons Board, and managed through the Senior Officer Board, which regularly review progress, risks and issues.

Strengths and Weaknesses

Strengths

- Core strategy in place
- Highly skilled, motivated staff
- New joint urban design team (now established and additional officers soon to be in post in post), community infrastructure technical/procurement skills; for smaller sites
- S106 implementation officer soon to be in post
- New performance manager soon to be in post
- Good and developing community engagement practice
- Good relationships with most partners and communities
- Developing relationships with Parish Councils
- New development control teams in place
- New registration team in place
- New IT system, Devcon being developed
- Low staff turnover
- Staff development and progression embedded within the section's culture

Opportunities

- Professional development of staff
- Increase management and leadership capacity
- Improved customer service and satisfaction through better service delivery and new Duty Officer system
- Develop clear, understandable targets and systems for reporting on progress against them
- Developing member engagement in the growth agenda
- Development of the Parish panel to improve relationships and training program with parish councils
- Implementing the Task and Finish Group improvement plan
- Using the slowdown in the housing market to maximise affordable housing delivery
- Promoting carbon reduction in existing as well as new settlements
- Increase community involvement on planning issues by implementing a Statement of Community involvement
- Improve delivery of affordable housing on exceptions sites by setting up a forum including parishes and housing associations
- Taking a more proactive role in ensuring the quality of new developments is ensured through the delivery and planning phase.
- Provide an appropriate proportion of retirement accommodation in new developments
- Better meet the needs of the Gypsy and Traveller population by contribute to a revised strategy
- Identify sites to meet the need for Gypsy and Traveller sites that will be identified within the emerging RSS single issue review
- Develop, with others, a Community Transport Plan

- Increased income through charging for pre-application meetings.
- Increase market share for major developments from approved inspectors
- Improve management and digitisation of environmental information with public access (in-house and through partnerships such as with the Cambridgeshire and Peterborough Records Centre)
- Introduce standard planning charges which include a contribution to green infrastructure
- Deliver environmental objectives through the growth agenda

Failures

- Still not reaching the Council's response target for correspondence
- Unable to check out the setting out of new development
- Not able to deliver the work programme of the Conservation and Design section due to staff vacancies (now filled).

Threats

- Slippage in delivering parts of the LDF framework including the Gypsy and Traveller Development Plan document
- Less Income from Housing and Planning grant due to down turn in the market i.e. fewer housing completions
- Additional major development sites either through the LDF or section 78 appeals
- Failure of core strategy due market situation
- Development of Devcon slowed due to financial considerations
- Loss of fee income from planning and building regulation applications
- Loss of market share due to increased competition from approved inspectors in our core business area following shake out from development sector due to financial situation
- Pressure on staff to support growth area work as well as deliver regular commitments.
- Lack of capacity to catch-up and deliver Conservation and Design programme including Conservation Area appraisals.

3. Service Objectives

The over-arching service objective is:

To deliver, enable and enhance the social, health, environmental and economic well being of new and existing communities in the district.

In pursuit of this we identified the following service objectives as follows:

- a) To ensure the preservation and enhancement of the district's built and natural heritage and secure high standards of urban and rural design across the new urban extensions and major developments, achieving lasting improvements to the district's environment.
- b) To deliver the LDF and all its component parts in accordance with the agreed program
- c) To deliver an improved development control service that meets all its statutory requirements and improves response rates to customer inquiries
- d) To deliver an improved building control service that meets all its statutory requirements and improves market share
- e) To enable electronic use of the planning service
- f) To improve the quality of development through increased monitoring

- g) A commitment to delivering high standards of design
- h) Provide an efficient and effective service achieving improved public satisfaction.
- i) Safeguard and improve the built and natural environment of the district.
- j) Ensure the continued reductions in carbon growth in line with changing legislation and sustainable development.
- k) To act as stewards of the environment and take positive action to improve it
- l) To protect and make best use of the sustainability benefits of the natural and historic environment
- m) To reduce the causes and impacts of climate change and help the environment to adapt to it
- n) To support housing growth which is sensitive to and enhances the environment
- o) To increase public involvement in and enjoyment of the environment
- p) To provide a high quality and value for money service to the public and other users
- q) Achieving improved customer satisfaction with our services.

4. Our Customers

Our services impact upon everyone within the District, especially through the Local Development Framework.

Customer satisfaction surveys have been in place for users of Building Control and the Conservation sections for some time, and feedback on these services is generally positive. We have now introduced a similar service for planning applicants and the first results show a marked improvement in comparison with the results of the last national survey.

However, to ensure that we take those future customers' likely needs and aspirations into account, we now have agents' forums for both Building and Development Control, and attendance at both continues to grow, as does the positive feedback.

To reach harder to reach elements of our area we have also introduced specialised forums, including a disabled users panel and supported initiatives to bring Travellers and Gypsies into the planning system.

The Planning Policy team, working with the City, have produced our first community Involvement statement and are programming further work for the New Year.

To build on our successful training sessions with Parish Councils, a new forum is to be set up. Planning will always be a significant local issue, and several new initiatives to keep parishes informed have been implemented and been the subject of positive comment from the parishes.

Learning from complaints is an important part of our culture and recent improvements introduced include sending delegation reports to Parish Councils, a training program for Parish Councils as to what are relevant planning issues, and the provision of a Duty Officer system.

5. Progress/Performance Overview

- Highest Housing and Planning Grant (HPG) in the country awarded in recognition of how far advanced we are in delivery of our LDF
- One of the highest HPG awards in the country for delivery of new, including affordable, housing,
- No reduction in HPG as we achieved all our development control targets
- Increase in Development Control user satisfaction increased from 57% to 73%
- Complete overhaul of the Planning Committee including compulsory training for members, public speaking and increased attention to major applications in accordance with best practice
- Building control achieved all its statutory time limit targets
- Development of Devcon, a new operating system for development control
- Maintenance of performance, especially Design and Conservation, despite key posts being vacant. Should end the year with all posts, including new ones, filled
- Delivery of 300 affordable housing units at Orchard Park
- Set up of the new Joint Urban Design team to provide expert advice to improve the standard of development
- Joint Fringes Development Control Committee resolved to approve 600 houses and associated community and leisure facilities at Trumpington Meadows.
- Receipt and processing of Northstowe application in efficient manner: all documents available on-line, and wide community consultation carried out. Use of new IT system to register representations, enabling all to view comments made. Detailed and timely written response back to applicant.
- Established a Cambourne pre-application advice forum

6. Resources

The summary of the budget and outturn for 2007/08 and budget for 2008/09. To be added into final service plan in March with info supplied by Finance.

7. Value for Money Overview

The creation of the Development Control and Registration teams has been designed to enhance Value for Money by promoting more efficient and value-for-money working. In particular these changes address the need to deliver an electronic service and 1App, and current service delivery problems.

Value for money may be considered to consist of two significant components; efficiency improvements and the value derived by the authority from the work carried out by the organisation.

Value is a comparative concept, and is defined in the context as: an amount of service delivered for a given price, at a given quality that is considered fair and reasonable. In assessing this, then we need to consider the impact of the work being carried out, the quality of the work being conducted and the net cost of this to the authority.

Opportunities to use external resources to fund services have been maximised. This includes:

- Outstanding HPG, one of the highest in the country, and one that came in at 3 times what was estimated for our budget
- Funding from Cambridgeshire Horizons has been negotiated, which has benefited a range of service areas, including development of our IT system and the funding of our new urban design team

Actions to implement Value for Money improvements are included in the Improvement Plan.

8. Workforce Overview

We have a highly skilled workforce from a range of technical backgrounds, and the majority have at least one qualification at degree level. We continue to train a significant number of our staff and a number are long serving. However in certain key areas, retirements have meant that there has been a decrease in experience. There is therefore an increasing mentoring role for the remaining experienced staff, to assist in the retention of skilled staff and to continue to develop. Development of individuals is also a high priority, with a focus on both increasing professional skills, and on developing management and leadership capacity.

In addition, certain gaps in the teams have been difficult to fill due to skills shortages: This has particularly been apparent in the posts for urban designers, conservation and the performance management. They have now been filled. Where appropriate, interim staff were successfully used to plug the gaps, although not without some loss of service delivery.

There have been concerns from staff about the loss of our successful Growth team that had been grown over the last 15 years, and retention of strong links and continued professional and technical support to them in their new corporate team needs to be a high priority for 2008/09.

Worries have also been expressed about the new job evaluation scheme, and reported national problems where posts requiring high levels of academic achievement have been marked down relative to those involving caring skills with the concomitant problems of staff motivation and retention.

9. Equalities Overview

One Equality Impact Assessment has been completed this year in collaboration with the City Council in connection with the North West Area action plan. However significant work remains to be carried in other areas of the service.

The service seeks to address the needs of a wide range of people in the district including marginalised groups by:

- Consulting and engaging the population in planning for growth, including through events aimed at engaging young people (e.g. the design event in schools), older people and faith groups
- Delivering affordable housing for people on low incomes, people with disabilities, older people, and people with special needs
- Work with Travellers to involve them in the GTDPD
- Work with Travellers to engage them in the planning process

- Working to ensure that design of new communities will meet the needs of a diverse population, including physical access, access to services, faith facilities, etc

10. Risk Overview

There are risks facing the service in the coming year that have a short or medium term impact on the ability of the service to deliver on its priorities. However, given the long-term nature of the projects in which this team is involved, there are also very significant longer-term risks, which could be mitigated or worsened by actions taken and leadership.

Current, short and medium term risks:

- Economic slow-down, and non-availability of credit results in the non-delivery of new housing areas, affordable housing and the inability to negotiate a suitable or satisfactory S.106 agreement.
- Failure of core strategy due to Economic slow-down
- Loss of market share to approved inspectors and decline in income leading to decline in service standards
- Failure to meet traveller and gypsy demand for sites leads to new breaches of planning control
- Lack of capacity in support services – Graphics, ICT, etc. leading to inability of team to deliver.
- Inability to recruit and/or retain appropriately skilled staff.
- Under funding from application fee income could reduce resource in Development Control and jeopardise the delivery of high quality services
- Teams reliant on small number of specialist staff with significant expertise and skills. Loss of experienced staff to other organisations
- Changes to Government policy on Heritage Protection and Biodiversity result in increasing demands on specialist staff and team workload. Diversion of staff resources from existing tasks, reduction in capacity to address existing issues, impact of staff morale, failure to meet targets.

SERVICE PLAN: Planning Policy Service

Relevant Council Actions:

C1 - Set up a forum of Parish Councils, housing associations and others to examine the workings of our exception sites policy in light of recent experience and current market conditions

Relevant Council Aim/s:

- A - We are committed to being a listening Council providing first class services accessible to all.
- C - We are committed to making South Cambridgeshire a place in which residents can feel proud to live.
- E - We are committed to providing a voice for rural life

Relevant Council Approach/es:

- A ii Working with voluntary organisations, Parish Councils and Cambridgeshire County Council to improve services through partnership
- A iii Making South Cambridgeshire District Council more open and accessible

- C i Making affordable housing more available to local people
- C ii Ensuring that affordable housing is in balance with the community
- C iii Achieving a sustainable future for the Council's housing stock

- E v Playing our part in improving rural services including transport links

Service Objective:

??

COUNCIL ACTIONS IMPLEMENTATION PLAN: Planning Policy Service

(To be used to set out plans to deliver the 33 Council Actions)

Council Action	Actions	Supporting Information	Completion by Month	Responsible Officer
A ii Aiii	Prepare and consult on a Statement of Community Involvement on planning issues by Sep 2010.	<p>Additional Resources Required: None, part of base budget</p> <p>Outputs: A Statement of Community Involvement, which shows how the community will be involved in plan-making and in decisions on planning applications.</p> <p>Outcomes: Plans and planning application decisions, which the public have been better able to influence by knowing when and how they will be consulted.</p> <p>Risks: Listed in the Local Development Scheme.</p> <p>Other services affected: The Council will integrate community engagement on planning with other community engagement activities taking place across the Council's wider functions; and in the process consider how its equality duties are being fulfilled.</p>	Sep 2010	Alison Talkington
C ii C iii	Review the Core Strategy DPD by Dec 2012	<p>Additional Resources Required: None, part of base budget</p> <p>Outputs: An updated Core Strategy providing a continuous and up to date planning policy framework for the development and enhancement of South Cambridgeshire to meet the needs of its population which updates targets for responding to climate change and affordable housing.</p> <p>Outcomes: Reductions in CO₂ emissions from new development.</p> <p>Risks: Listed in the Local Development Scheme</p> <p>Other services affected:</p>	Dec 2012	Caroline Hunt
A iii C iii	The preparation of a Gypsy and Travellers DPD by Jan 2012	<p>Additional Resources Required: None, part of base budget</p> <p>Outputs: A Gypsy and Travellers DPD providing for an equitable policy framework for housing all of South Cambridgeshire's residents</p> <p>Outcomes: Planned pitch provision for travellers with local ties to South Cambridgeshire.</p> <p>Risks: Listed in the Local Development Scheme and unauthorised development of illegal travellers sites.</p> <p>Other services affected:</p>	Jan 2012	Jonathan Dixon

COUNCIL ACTIONS IMPLEMENTATION PLAN: Planning Policy Service

(To be used to set out plans to deliver the 33 Council Actions)

Council Action	Actions	Supporting Information	Completion by Month	Responsible Officer
C i C ii	The preparation of an Affordable Housing SPD by Jan 2010	<p>Additional Resources Required: None, part of base budget</p> <p>Outputs: An Affordable Housing SPD providing guidance on securing affordable, including retirement homes for the elderly as a proportion of open market housing provision in the District.</p> <p>Outcomes: Affordable housing including retirement homes to meet the proven needs of the residents of South Cambridgeshire.</p> <p>Risks: Listed in the Local Development Scheme</p> <p>Other services affected:</p>	Jan 2010	Caroline Hunt
C iii	The preparation of a Sustainable Design and Construction SPD by Jan 2010	<p>Additional Resources Required: None, part of base budget</p> <p>Outputs: A Sustainable Design and Construction SPD to help achieve the Council's targets for energy & water conservation and energy generation.</p> <p>Outcomes: Reductions in CO₂ emissions from new development.</p> <p>Risks: Listed in the Local Development Scheme</p> <p>Other services affected:</p>	Jan 2010	Keith Miles
E v	Working with the Community Development Team, Cambridgeshire County Council and local communities in South Cambridgeshire to develop a Community Transport Plan by Jan 2010	<p>Additional Resources Required: None within Planning Policy. Focussing existing officers with transport responsibilities for the duration of this policy development.</p> <p>Outputs: A strategy for Community Transport provision in South Cambridgeshire.</p> <p>Outcomes: New community transport schemes in areas of poor public transport provision.</p> <p>Risks: Staff will be diverted on to meeting the DPD and SPD deadlines.</p> <p>Other services affected: Community development team.</p>	Jan 2010	Claire Spencer

OPERATIONAL PLAN: Planning Policy Service

Service Objective: To provide up to date and deliverable planning policies to secure sustainable development and use of land in South Cambridgeshire which also gives effect to the spatial proposals in the Local Strategic Partnership's Sustainable Communities Strategy and Cambridgeshire's Local Area Agreement and to secure by representation appropriate policies in the Regional Spatial Strategy as it affects South Cambridgeshire.

Aim/ & Approach	Service Objective	Supporting Objective	Performance Indicator or SMART Milestone	PI target or deadline (month) for action			Lead Officer
				2009/10	2010/11	2011/12	
?		Work with the local authority partners in Cambridgeshire to help shape the First Review of the East of England Plan using the programme for the preparation of the East of England Plan .	Work with Cambridgeshire authorities on preferred strategy for submission to EERA by Mar 2009. If completed on time this need not be in 09/10 Service Plan Consultation on submission draft of the East of England Plan by Dec 2009	Dec 09	N/A	N/A	Keith Miles
?		Keep the rolling programme of plan preparation set out in the Local Development Scheme up to date.	Revise Local Development Scheme each year	Apr 2009	Apr 2010	Apr 2011	Keith Miles
A ii A iii		Preparation of a Statement of Community Involvement which shows how the community will be involved in plan-making and in decisions on planning applications using the programme for plan preparation set out in the Local Development Scheme .	Public participation on preferred SCI options and sustainability appraisal report by May 2009	May 09	N/A	N/A	Alison Talkington

A ii A iii		Preparation of a Statement of Community Involvement which shows how the community will be involved in plan-making and in decisions on planning applications using the programme for plan preparation set out in the Local Development Scheme .	Consultation on submission of SCI and Sustainability Appraisal Report to SoS by Oct 2009	Oct 09	N/A	N/A	Alison Talkington
A ii A iii		Preparation of a Statement of Community Involvement which shows how the community will be involved in plan-making and in decisions on planning applications using the programme for plan preparation set out in the Local Development Scheme .	Consultation on submission of SCI and Sustainability Appraisal Report to SoS: Sep 2010	N/A	Sep 10	N/A	Alison Talkington
C ii, iii		Review the Core Strategy to provide a continuous and up to date planning policy framework for the development and enhancement of South Cambridgeshire to meet the needs of its population, using the programme for plan preparation set out in the Local Development Scheme	Pre-production including commencement of document preparation and scoping the sustainability appraisal by Jul 2009	Jul 09	N/A	N/A	Caroline Hunt
C ii, iii		Review the Core Strategy to provide a continuous and up to date planning policy framework for the development and enhancement of South Cambridgeshire to meet the needs of its population, using the programme for plan preparation set out in the Local Development Scheme	Public participation on preferred options and sustainability appraisal report: Sep 2010	N/A	Sep 10	N/A	Caroline Hunt

C ii, iii		Review the Core Strategy to provide a continuous and up to date planning policy framework for the development and enhancement of South Cambridgeshire to meet the needs of its population, using the programme for plan preparation set out in the Local Development Scheme	Consultation on proposed submission of DPD and Sustainability Appraisal Report to SoS: Jun 2011	N/A	N/A	June 11	Caroline Hunt
C ii, iii		Review the Core Strategy to provide a continuous and up to date planning policy framework for the development and enhancement of South Cambridgeshire to meet the needs of its population, using the programme for plan preparation set out in the Local Development Scheme	If no significant issues raised during period for representations requiring a change to the DPD, the Council can move straight to Submission to SoS: Nov 2011 .	N/A	N/A	Nov 11	Caroline Hunt
A iii C iii		The preparation of a Gypsy and Travellers Development Plan Document to provide an equitable policy framework for housing all of South Cambridgeshire's residents using the programme for plan preparation set out in the Local Development Scheme .	Public participation on preferred GTDPP options and sustainability appraisal report by Nov 2009	Nov 09	N/A	N/A	Jonathan Dixon
A iii C iii		The preparation of a Gypsy and Travellers Development Plan Document to provide an equitable policy framework for housing all of South Cambridgeshire's residents using the programme for plan preparation set out in the Local Development Scheme .	Consultation on submission of DPD and Sustainability Appraisal Report to SoS: Sep 2010	N/A	Sep 10	N/A	Jonathan Dixon

A iii C iii		The preparation of a Gypsy and Travellers Development Plan Document to provide an equitable policy framework for housing all of South Cambridgeshire's residents using the programme for plan preparation set out in the Local Development Scheme .	If no significant issues raised during period for representations requiring a change to the DPD, the Council can move straight to Submission to SoS: Dec 2010 .	N/A	Dec 10	N/A	Jonathan Dixon
A iii C iii		The preparation of a Gypsy and Travellers Development Plan Document to provide an equitable policy framework for housing all of South Cambridgeshire's residents using the programme for plan preparation set out in the Local Development Scheme .	Adoption and publication: Jan 2012	N/A	N/A	Jan 12	Jonathan Dixon
?		Complete the preparation of a Site Specific Policies DPD to set out policies and proposals for development and land use in South Cambridgeshire's villages and countryside by using the programme for plan preparation set out in the Local Development Scheme .	Adoption and publication of SSP DPD by Oct 2009	Oct 09	N/A	N/A	Caroline Hunt
?		Complete the preparation of a Cambridge North West Area Action Plan to set out policies and proposals for development to meet the long-term development needs of Cambridge University using the programme for plan preparation set out in the Local Development Scheme .	Adoption and publication of CNWAAP by Jul 2009	Jul 09	N/A	N/A	Caroline Hunt

?		The preparation of a Planning Obligations SPD to provide guidance to landowners, developers and stakeholders on development funding for necessary services, facilities and infrastructure using the programme for plan preparation set out in the Local Development Scheme .	Adoption and publication of PO SPD by Jan 2010	Jan 10	N/A	N/A	Jonathan Dixon
C i		The preparation of a SPD providing guidance on securing Affordable Housing as a proportion of open market housing provision in the District using the programme for plan preparation set out in the Local Development Scheme .	Adoption and publication of AH SPD by Jan 2010	Jan 10	N/A	N/A	Caroline Hunt
C ii		The preparation of a SPD providing guidance on securing Affordable Housing as a proportion of open market housing provision in the District using the programme for plan preparation set out in the Local Development Scheme	Adoption and publication of AH SPD by Jan 2010	Jan 10	N/A	N/A	Caroline Hunt
C ii		The preparation of a SPD providing guidance on securing Sustainable Design and Construction to help achieve the Council's targets for energy & water conservation and energy generation using the programme for plan preparation set out in the Local Development Scheme	Adoption and publication of SDC SPD by Jan 2010	Jan 10	N/A	N/A	Keith Miles

?		Supporting the Design and Conservation Manager to produce a Design Guide SPD to secure high quality design in all new development using the programme for plan preparation set out in the Local Development Scheme .	Adoption and publication of DG SPD by Jan 2010	Jan 10	N/A	N/A	Claire Spencer
?		Supporting the Design and Conservation Manager to produce a Listed Buildings SPD to ensure that any alterations to listed buildings are sympathetic and high quality using the programme for plan preparation set out in the Local Development Scheme .	Adoption and publication: Oct 2009	Oct 09	N/A	N/A	Claire Spencer
?		Supporting the Design and Conservation Manager to produce a Biodiversity Strategy to preservation and enhancement of the wildlife and ecology of the District using the programme for plan preparation set out in the Local Development Scheme .	Adoption and publication: Oct 2009	Oct 09	N/A	N/A	Claire Spencer
?		Update the Annual Monitoring Report examining the extent to which key policies of the Local Development Framework are being implemented together with meeting the timetable for the preparation of Local Development Documents using the programme for plan preparation set out in the Local Development Scheme .	Submission annually to Secretary of State by December	Dec 09	Dec 2010	Dec 2011	Jenny Nuttycombe

E v		Working with internal service departments and externals service and infrastructure providing partners to ensure that well serviced development proceeds as planned as well as assisting to plan the delivery of service and infrastructure improvements within or affecting South Cambridgeshire using the housing trajectories set out in the East of England Plan and South Cambridgeshire Local Development Framework	Sites identified in the housing trajectories shown in the South Cambridgeshire Local Development Framework. Service and infrastructure projects within or affecting South Cambridgeshire	Mar 10	Mar 11	Mar 12	Keith Miles
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IMPROVEMENT PLAN: Planning Policy Service
 (To be used to set out plans of the service to address inescapable requirements and service developments or improvements)

Relevant Council Aim/s: N/A

Relevant Council Approach/es: N/A

Service Objective: N/A

Aim/ & Approach	Service Objective	Improvement or Change Objective	Actions	Supporting Information	Completion by Month	Responsible Officer
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No specific improvements have been identified.

Our systems have already been changed at no cost to the Council and any other changes during the course of 09/10 will also be efficiency improvements again made at no cost to the Council.

The improvement that we need to have made is to change our IT consultation systems to take on board new plan-making Regulations.

The only 'improvement' that will have a cost is scanning our files, which has gone in as a Corporate Bid for the whole department.

COUNCIL ACTIONS IMPLEMENTATION PLAN: Development Control Service

(To be used to set out plans to deliver the 33 Council Actions)

COUNCIL ACTION #	Council Action	Actions	Supporting Information	Completion by Month	Responsible Officer
C1 E ii	Set up a forum of parish councils, housing associations and others by Sep 2009 to examine the workings of our exception sites policy in light of recent experience and current market conditions	The Forum will be established and have fully examined with a view to improving the exceptions policy, by Sep 2009.	Additional Resources Required: None. Outputs: Improved understanding by and quality of responses from Parish Councils, Housing Associations and others to applications for affordable housing on exception sites. Outcomes: Improved relationships with Parish Councils, Housing Associations and others and support from them to providing affordable housing on exception sites Risks: The Council not providing sufficient affordable housing to meet the needs of its population. Other services affected: Housing and Legal	Sep 2009	Gareth Jones

OPERATIONAL PLAN: Development Control Service

Relevant Council Aim/s:

- A - We are committed to being a listening Council providing first class services accessible to all.
- C - We are committed to making South Cambridgeshire a place in which residents can feel proud to live.
- E - We are committed to providing a voice for rural life

Relevant Council Approach/es:

- A i Listening to and engaging with our local community.
- A ii working with voluntary organisations, Parish Councils and Cambridgeshire County Council to improve services through partnership
- A iii making South Cambridgeshire District Council more open and accessible
- A iv Achieving improved customer satisfaction with our services.
- A v. Ensuring that the Council demonstrates value for money in the way it works.

- C i making affordable housing more available to local people
- C ii ensuring that affordable housing is in balance with the community
- C iii achieving a sustainable future for the Council's housing stock
- C vii Taking account of climate change in all the services we deliver.
- C viii Promoting low carbon living and delivering low carbon growth through the planning system.

- E ii working more closely with Parish Councils and local Groups
- E iii implementing planning policies to achieve successful new communities
- E iv maximising planning gain for neighbouring communities
- E v playing our part in improving rural services including transport links

Service Objective:

- c To deliver an improved Development Control Service that meets all its statutory requirements and improves response rates to customer enquiries.

Aim/ & Approach	Service Objective	Supporting Objective	Performance Indicator or SMART Milestone	PI target or deadline (month) for action			Lead Officer
				2009/10	2010/11	2011/12	
A i A ii A iii A iv E ii	3 4	Introduce a new system of quarterly meetings to which all Parish Councils will be invited by March 10	Contribute to the setting up of the meetings and attend to offer advice and training. Establish Parish training sessions, perhaps 1 per team per year.	March 10	N/A	N/A	David Rush
A v	2 3 4	Provide an efficient service for applicants , to ensure that applications are determined in accordance with Government and local targets.	NI 157a Processing of planning applications as measured against targets for 'major types	71%	72%	73%	David Rush
A v	2 3 4	Provide an efficient service for applicants , to ensure that applications are determined in accordance with Government and local targets.	NI 157b Processing of planning applications as measured against targets for 'minor' types	71%	72%	73%	David Rush
A v	2 3 4	Provide an efficient service for applicants , to ensure that applications are determined in accordance with Government and local targets.	NI 157c Processing of planning applications as measured against targets for 'other' application types	86%	86%	86%	David Rush
A v	2 3 4	Provide an efficient service for applicants , to ensure that applications are determined in accordance with Government and local targets.	SP921 % of householder applications determined within 8 weeks.	90%	90%	90%	David Rush
A iv	1 4	Provide an efficient service for applicants , to ensure that applications are determined in accordance with Government and local targets.	SP902 The %of decisions delegated to officers as a %of all decisions	95%	95%	95%	David Rush

C i	1	Provide an efficient service for applicants , to ensure that applications are determined in accordance with Government and local targets.	SH320 Affordable housing planning permissions as a % of all residential permissions (excludes new Traveller/Gypsy pitches)	20%	23%	25%	David Rush
C ii	2						
C iii	12						
A v	3	Provide improved service to applicants and agents.	SP944 % of customers satisfied with the processing of their planning application	73%	74%	75%	David Rush

IMPROVEMENT PLAN: Development Control Service							
COUNCIL ACTION #	Service Objective	Supporting Objective	Performance Indicator or SMART Milestone	Supporting Information	Completion by Month	Responsible Officer	
A i A iii A iv	3 4 5	Improve customer contact with Planning Officers	Establish a Duty Officer System by June 2009	<p>Additional Resources Required: None. Additional Senior Officer recruited as part of 08/09 budget.</p> <p>Outputs: Improved service to the public to provide direct contact with a Planning Officer.</p> <p>Outcomes: Fewer complaints.</p> <p>Risks: Poor quality services, delays in the process and poor quality developments.</p> <p>Other services affected: Contact Centre, ICT.</p>	06/09	David Rush	

IMPROVEMENT PLAN: Development Control Service

<p>A i A iii A iv</p>	<p>1 3 4</p>	<p>Provide an efficient service for applicants and agents</p>	<p>Prepare a protocol for pre-application discussions, by June 2009 following discussions and agreement at the Agents Forum</p>	<p>Additional Resources Required: None other than that generated by the eventual introduction of charging for some pre-application discussions. Outputs: Improved applications and compliance with 1APP requirements. Outcomes: Better quality decisions, improved and more consistent advice and improved quality of development. Risks: Delays in the process, not meeting targets for determination of applications and poorer quality developments. Other services affected: Other Services involved in development, such as Conservation, Environmental Health and Housing.</p>	<p>06/09</p>	<p>David Rush</p>
<p>C i C ii C iii</p>	<p>2 10</p>	<p>To provide a clear and efficient process for future development.</p>	<p>Require the submission of Design Guides with applications for 'major major' developments by Sep 2009 (Arbury Park report recommendation).</p>	<p>Additional Resources Required: None. Outputs: To provide a clear basis for decisions on future applications. Outcomes: To ensure a consistently high quality of development. Risks: Lack of public confidence in the planning system. Other services affected: None.</p>	<p>09/09</p>	<p>David Rush</p>
<p>E iii E iv E v</p>	<p>2 7</p>	<p>Establish a database, which will enable the team to ensure the implementation of S.106 obligations in accordance with agreed timescale.</p>	<p>Increase staff resource to develop, launch and utilise the S106 obligation database by June 2009</p>	<p>Additional Resources Required: Agreed as part of 08/09 budget. Outputs: Better control of S.106 implementation. Outcomes: Better monitoring and provision of services in a timely manner. Risks: Delays in service provision and increase in complaints. Other services affected: Legal.</p>	<p>06/09</p>	<p>David Rush (with Paul Grainger support)</p>

OPERATIONAL PLAN: Building Control Service

Relevant Council Aim/s:

- A - We are committed to being a listening Council, providing first class services accessible to all.
- C - We are committed to making South Cambridgeshire a place in which residents can feel proud to live.

Relevant Council Approach/es:

- A i Listening to and engaging with our local community.
- A iv Achieving improved customer satisfaction with our services.
- A v. Ensuring that the Council demonstrates value for money in the way it works.
- C vii Taking account of climate change in all the services we deliver.
- C viii Promoting low carbon living and delivering low carbon growth through the planning system.

Service Objective:

- h Provide an efficient and effective service achieving improved public satisfaction.
- i Safeguard and improve the built and natural environment of the district.
- j Ensure the continued reductions in carbon growth in line with changing legislation and sustainable development.

Aim/ & Approach	Service Objective	Supporting Objective	Performance Indicator or SMART Milestone	PI target or deadline (month) for action			Lead Officer
				2009/10	2010/11	2011/12	
A i A iv	9 11	To provide accurate, current and consistent advice on Building Regulations, sustainability and energy efficiency and allied legislation using Audited sources	Carry out the annual customer survey in December 2009. Other actions include a Customer forum, training technical meetings and seminars to ensure accurate and consistent advice.	12/09 SP927 SP935	12/10 SP927 SP935	12/11 SP927 SP935	Andy Beyer
A iv A v	9	To ensure all Building Regulation Applications are Registered and processed efficiently.	Monitor the time taken to acknowledge applications or provide a meaningful response and ensure procedures are updated	SP922 SP923	SP922 SP923	SP922 SP923	Andy Beyer
A iv A v	9	To ensure all Full Plans applications and Building Notices are checked efficiently and consistently and within statutory and internal target time limits	Monitor and check time taken to check applications and issue decisions and ensure consistency of approach through guidance and training	SP924 SP925	SP924 SP925	SP924 SP925	Andrew Dearlove, Nick Kendall

A ii A iv A v	9 10	To inspect all building work under our control to ensure compliance with current building regulations efficiently and effectively	Monitor the number of inspections and time taken to carry out and ensure the resources are targeted to ensure speed and accuracy, consistency and recording	SP926	SP926	SP926	Andrew Dearlove
A i A ii A iv A v	10	To respond to all dangerous structure reports efficiently and within specific time limits	Ensure time taken to respond is commensurate with risk. Procedures are in place to ensure consistency of response on notification	SP928 SP929 SP930	SP928 SP929 SP930	SP928 SP929 SP930	Andy Beyer Andrew Dearlove
A iv A v	10	To enforce building regulations throughout the district in a consistent and professional manner	Produce new enforcement procedures by June 2010 , to ensure any enforcement takes place in a consistent manner and follows a specific procedure maintaining accurate records of any action	06/10	N/A	N/A	Andy Beyer
A iv A v	9	To provide additional monitoring of planning conditions and consultations (subject to current financial bid)	Introduce a method of monitoring the time taken to respond to consultation requests by June 2010 and ensure site monitoring and accurate responses process audit	06/10	N/A	N/A	Andy Beyer/ Andrew Dearlove

IMPROVEMENT PLAN: Building Control Service

(To be used to set out plans of the service to address inescapable requirements and service developments or improvements)

Relevant Council Aim/s:

- A - We are committed to being a listening Council, providing first class services accessible to all.
- C - We are committed to making South Cambridgeshire a place in which residents can feel proud to live.

Relevant Council Approach/es:

- A i Listening to and engaging with our local community.
- A iv Achieving improved customer satisfaction with our services.
- A v. Ensuring that the Council demonstrates value for money in the way it works.
- C vii Taking account of climate change in all the services that we deliver.
- C viii Promoting low carbon living and delivering low carbon growth through the planning system.

IMPROVEMENT PLAN: Building Control Service

(To be used to set out plans of the service to address inescapable requirements and service developments or improvements)

Service Objective:

9 Provide an efficient and effective service achieving improved public satisfaction.

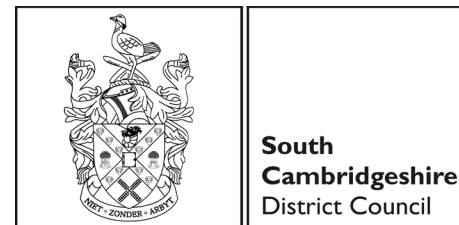
10 Safeguard and improve the built and natural environment of the district.

11 Ensure the continued reductions in carbon growth in line with changing legislation and sustainable development

Aim/ & Approach	Service Objective	Improvement or Change Objective	Actions	Supporting Information	Completion by Month	Responsible Officer
A i A iv A v	9	To improve operation and enable acceptance of on line applications, information and compatible integration with existing council software and enable the Egov initiative to continue.	To upgrade the existing building control computer system, by June 2009 , to a supported or web based version and provide software and hardware to plan check and record on site	Additional Resources Required: Funding for software and equipment Outputs: Improved service and integration with other services Outcomes: Greater efficiency, Compliance with government guidelines Risks: Critical unsupported system risks total failure. Other services affected: Planning, Legal. Finance	June 09	A Beyer / Paul Grainger
A v A iv	9	To explore the sharing and pooling of resources with adjoining authorities to provide a consistent county wide approach to improve market share and service to our customers	Discuss with adjoining authorities the sharing of training, expertise, methods of working and secondment possibilities when workload dictates by Sep 2009.	Additional resources required: minimal some development of SLAs etc, Outputs: Increased marketing, greater levels of expertise, increased consistency. Outcomes: Possible increase in market share, improved customer service. Income. Other services affected: Legal, Planning	09/09	A Beyer/ A Dearlove.

Planning Services (Building Control) Risk Register

Date completed, Draft 24th October 2008



No. Title Description a) The risk event, b) <i>Leading to</i> consequence for service/Aim/Approach/Action, c) <i>Resulting in</i> possible outcome(s).	Impact/ Likelihood	Direction of Travel	Council Aims, Approaches, Actions	Owner	Timeline for Progress
1a. Reduction in market share or slowing of construction sector 1b. Leading to inability to provide first class service 1c. Reduction in value for money.	B/1	<input type="checkbox"/>	A iv,	A Beyer	06/2009
4a. Under funding 4b. Leading to a failure to meet statutory requirements 4c. Affecting ability to provide a first class service	B/2	<input type="checkbox"/>	A iv A v	A Beyer	06/2009
8a. Under funding and lack of qualified staff 8b. Leading to a reduced response to dangerous structures a loss of site control and reduced levels of public safety 8c. Injury and Claims against the Council	A/3	<input type="checkbox"/>	E i	A Beyer	06/2009
a. Under funding b. Leading to reduced engineering and surveying public and interdepartmental advice c. Reduced site control and increased enforcement loss of market share	C/3	<input type="checkbox"/>	A iv	A Beyer	04/2009

<u>Impact</u>	<u>Likelihood</u>	<u>Direction of Travel</u>
A Extreme	1 Almost certain	<input type="checkbox"/> Priority reduced from last review (bracket indicates previous priority)
B High	2 Likely	<input type="checkbox"/> Priority equal to last review
C Medium	3 Possible	<input type="checkbox"/> Priority increased from last review (bracket indicates previous priority)
D Low	4 Unlikely	
	5 Seldom	
	6 Rare	

Notes: 1. The dotted line shows the Council's risk tolerance line.

2. The Council is due to adopt new Aims, Approaches and Actions for 2009/10 onwards; please cross reference each risk to the relevant Aim(s), Approach/es and/or Action(s), as appropriate (e.g. A. v., or E. ii. 2.).

OPERATIONAL PLAN: Conservation and Design Service

Relevant Council Aim/s:

- A: We are committed to being a listening Council, providing first class services accessible to all.
- B: We are committed to ensuring that South Cambridgeshire continues to be a safe and healthy place for you and your family
- C: We are committed to making South Cambridgeshire a place in which residents can feel proud to live.
- E: We are committed to providing a voice for rural life

Relevant Council Approach/es:

- A i. Listening and engaging with our local community.
- A ii. Working with voluntary organisations, Parish Councils and Cambridgeshire County Council to improve services through partnership
- A iv. Achieving improved customer satisfaction with our services.
- A v. Ensuring the Council demonstrates value for money in the way it works.
- B iii. Promoting active lifestyles and increasing sport and recreation to improve the health of all age groups
- C iv. Working with local residents to promote community cohesion and addressing the needs of the most vulnerable in the community
- C vii. Taking account of climate change in all the services that we deliver.
- C viii. Promoting low carbon living and delivering low carbon growth through the planning system.
- E i. Protecting existing communities, villages and the countryside.
- E iii. Implementing planning policies to achieve successful new communities.
- E iv. Maximising planning gain for neighbouring communities.

Service Objectives:

- k - To act as stewards of the environment and take positive action to improve it
- l - To protect and make best use of the sustainability benefits of the natural and historic environment
- m - To reduce the causes and impacts of climate change and help the environment to adapt to it
- n - To support housing growth which is sensitive to and enhances the environment
- o - To increase public involvement in and enjoyment of the environment
- p - To provide a high quality and value for money service to the public and other users

Supporting Objectives:

- (a) Increasing understanding of the natural and historic environment and influencing and guiding change
- (b) Providing an effective and efficient environmental planning service to applicants and other customers
- (c) Protecting, enhancing and managing the natural and historic environment
- (d) Working with communities and other partners to achieve improvements to local places

Aim/ & Approach	Service Objective	Supporting Objective	Performance Indicator or SMART Milestone	PI target or deadline (month) for action			Lead Officer
				2009/10	2010/11	2011/12	
C viii E i,iii, iv	1-4	Increasing understanding of the natural and historic environment and influencing and guiding change – Subject SPD	Work with Planning Policy to produce the adopted SPD for Listed Buildings for the LDF	Adoption Sept 09	N/A	N/A	David Bevan
C viii E i,iii, iv	1-4	Increasing understanding of the natural and historic environment and influencing and guiding change – Subject SPD	Work with Planning Policy to produce the adopted SPD for Landscaping of New Developments for the LDF	Adoption Sept 09?	N/A	N/A	David Hamilton
C viii E i,iii, iv	1-4	Increasing understanding of the natural and historic environment and influencing and guiding change – Subject SPD	Work with Planning Policy to produce the adopted SPD for Biodiversity for the LDF.	Adoption Sept 09	N/A	N/A	Rob Mungovan
C viii Ei,iii	1-4	Increasing understanding of the natural and historic environment and influencing and guiding change – Design Guide SPD	Work with Planning Policy to revise the District Design Guide and prepare for adoption as SPD.	Consultation draft July 09 Adoption January 10?	N/A	N/A	Corrie Newell
Aii E I, iii	1-4	Increasing understanding of the natural and historic environment and influencing and guiding change – Conservation Area Appraisal programme	BV 219b - % of conservation areas in the local authority area with an up to date character appraisal.	TBC following review of existing work	TBC	TBC	David Bevan
Aii E I, iii	1-4	Increasing understanding of the natural and historic environment and influencing and guiding change – Conservation Area Appraisal programme	NEW PI - Number of conservation area appraisals completed.	TBC following review of existing work	TBC	TBC	David Bevan
A iv, v	6 1-4	Providing an effective and efficient environmental planning service to applicants and other customers – Speed of response to applications	SP 907 - % Listed Building Applications determined in 8 weeks. Note: Will contribute to NI157b (minor planning applications)	71%	72%	73%	Corrie Newell

A i, iv, v	6 1-4	Providing an effective and efficient environmental planning service to applicants and other customers – Customer satisfaction	SP 908 - % of listed building applicants who agree or strongly agree that they were treated fairly	91%	92%	93%	Corrie Newell
A iv, v	6 1-4	Providing an effective and efficient environmental planning service to applicants and other customers – Speed of response to applications	SP 909 - % of listed tree consent applications processed within 8 weeks of receipt	91%	92%	93%	Roz Richardson
A iv, v	1-4, 6	Providing an effective and efficient environmental planning service to applicants and other customers – Monitoring implementation	SP931 - The number of implemented landscape schemes monitored	50	50	50	David Hamilton/ Cariona Campbell
A ii C vii E i	1-3	Protecting, enhancing and managing the natural and historic environment – Improving site management	NI 197 - Improved local biodiversity – active management of local sites	45%	52%	55%	Rob Mungovan
A ii C vii E i	1-4	Protecting, enhancing and managing the natural and historic environment – Extent and quality of resource	SP939 - Net area of County Wildlife Sites and Sites of Special Scientific Interest (in South Cambridgeshire) combined - Hectares	3,282 ha	3,282 ha	3,282 ha	Rob Mungovan
Ai, iv, v E i	1-2, 6	Protecting, enhancing and managing the natural and historic environment – Conservation repairs	SP904 - Number of historic buildings repaired with the support of SCDC grants	12	12	12	Shona Smith
Ai, iv, v E i	1-2, 6	Protecting, enhancing and managing the natural and historic environment – Removing threats	SP903 - Historic buildings at risk taken off the register as a % of all buildings at risk	3	4	5	Stacey Weiser-Jones
A i, ii, v B iii, iv C viii E i	1-3, 5,6	Working with communities and other partners to achieve improvements to local places – New planting	SP905 - Metres of hedges and hedgerow trees created with the support of SCDC grants	2,500	2,500	2,500	Roz Richardson

A i, ii, iv B iii C viii E I, iii, iv	1-3, 5	Working with communities and other partners to achieve improvements to local places – Increasing people's contact with wildlife	SP 901 – Hectares of accessible wildlife space per 1,000 population	7.1	7.6	8.1	Rob Mungovan
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Planning Services (Conservation & Design) Risk Register

Date completed, Draft ??/??/ 2008

No. Title Description a) The risk event, b) Leading to consequence for service/Aim/Approach/Action, c) Resulting in possible outcome(s).	Impact/ Likelihood	Direction of Travel	Council Aims, Approaches, Actions	Owner	Timeline for Progress
Implementation of Biodiversity Duty (NERC Act 2006), which sets out the responsibilities of local authorities across their functions. Increased workload and demands on specialist staff. Diversion of staff resources from existing tasks and programme, and from meeting corporate, LAA and national targets. Impact on staff morale.	D2	□	2(a), 2(c), 2(d)	?	?
Fundamental changes to Heritage Protection proposed with new legislation. (Probable timetable: parliamentary sessions 08/09, enactment '09, and implementation '10). New responsibilities for local authorities include the transfer of the Scheduled Ancient Monument system from English Heritage and the delivery of an integrated heritage approach. Increased demands on specialist staff and team workload. Need to revise SPDs. Diversion of staff resources from existing tasks. Reduction in capacity to deliver existing programmes and meet corporate and LAA targets. Impact on staff morale.	B6	□	2(d), 3(b)	?	?
Significant increase in housing growth work without extra capacity reduces the ability to deliver programmes and meet targets. For example, there is less time to support partnership working with communities and improve local places.	B/C1	↑ (not included in last review)	?	?	?
Lack of resources to improve the accuracy of environmental data, and digitise information backlog and new data, which applies across the section's areas. This conflicts with national planning policy and reduces the quality, effectiveness and efficiency of the section's work and the quality of planning policy, development control and other council services. Ultimately it harms the protection, management and enhancement of the environment. It also prevents the delivery of e Government and full public participation and access to information.	C1	↑ (not included in last review)	?	?	?

<u>Impact</u>	<u>Likelihood</u>	<i>Direction of Travel</i>
A Extreme	1 Almost certain	<input type="checkbox"/> Priority reduced from last review (bracket indicates previous priority)
B High	2 Likely	<input type="checkbox"/> Priority equal to last review
C Medium	3 Possible	<input type="checkbox"/> Priority increased from last review (bracket indicates previous priority)
D Low	4 Unlikely	
	5 Seldom	
	6 Rare	

- Notes: 1. The dotted line shows the Council's risk tolerance line.
2. The Council is due to adopt new Aims, Approaches and Actions for 2009/10 onwards; please cross reference each risk to the relevant Aim(s), Approach/es and/or Action(s), as appropriate (e.g. A. v., or E. ii. 2).

SERVICE PLAN: Registration Team (Registration/Administration/Secretarial Assistant Service)

Relevant Council Aim:

A) We are committed to being a listening Council, providing first class services accessible to all.

Relevant Council Approaches:

- A iii Making South Cambridgeshire District Council more open and accessible
- A iv Achieving improved customer satisfaction with our services.
- A v Ensuring that the Council demonstrates value for money in the way it works.

Service Objectives:

Deliver high quality services that represent best value and area accessible to all our community by:

- p - A commitment to improvement and good quality services.
- q - Achieving improved customer satisfaction with our services.

OPERATIONAL PLAN: Registration Team

Aim/ & Approach	Service Objective	Supporting Objective	Performance Indicator or SMART Milestone	PI target or deadline (month) for action			Lead Officer
				2009/10	2010/11	2011/12	
A iii A iv A v	p, q	To improve internal and external customer service satisfaction.	Revise Contact Centre business rules for the Planning Service to take into account training and development needs for the customer liaison officers, by Sep 09	Sep 09	N/A	N/A	Rachael Fox
A iii A iv A v	p, q	To improve internal and external customer service satisfaction.	Coordinate Contact Centre Training for the Planning service	Mar 10	Mar 11	Mar 12	Rachael Fox
A iv A v	p, q	To ensure the validation of Planning Applications to Development Control Area Teams is done in an efficient and effective manner.	SP936 - % Major Planning Applications average process time for registration team	7 days	6 days	5 days	Rachael Fox

A iv A v	p, q	To ensure the validation of Planning Applications to Development Control Area Teams is done in an efficient and effective manner.	SP937 - % Minor Planning Applications average process time for registration team	5 days	4 days	3 days	Rachael Fox
A iv A v	p, q	To ensure the validation of Planning Applications to Development Control Area Teams is done in an efficient and effective manner.	SP938 - % Other Planning Applications average process time for registration team	3 days	2 days	2 days	Rachael Fox

Registration/Administration/Secretarial Assistant Risk Register
Date completed 5 November 2008



**South
Cambridgeshire**
District Council

No. Title Description (The risk event, <i>Leading to</i> consequence for service/Aim/Approach/Action, <i>Resulting in</i> possible outcome(s).)	Impact/ Likelihood	Direction of Travel	Council Aims, Approaches, Actions	Owner	Timeline for Progress
1.Under funding and lack of additional hardware and software would not enable the effective and efficient checking, validation, registration and determination of on-line and paper copy planning applications. Dissatisfaction from customers of service.	B		A (i) A (iii) A (iv) A (v)	Rachael Fox	

2. Under funding and lack of additional hardware and software would restrict the amount of information the service would publish on the Council's website. We would not be able to keep our customers informed at what stage their planning application was at.	B		A (i) A (iii) A (iv) A (v)	Rachael Fox	
3. Lack of funding would restrict consultants from further improving, developing and maintaining of all ICT systems and databases.	A		A (i) A (iii) A (iv) A (v)	Rachael Fox	
4. Increased stress and pressure that could lead to short-term and/or long-term sickness/illness put upon employees if flexible working is not introduced and monitored effectively within the workplace.	B		A (iv) A (v)	Rachael Fox	
5. Lack of knowledge and training provided by the Planning service to our Contact Centre affects our performance and the ability to provide a first class customer care service standard.	C		A (iii)	Rachael Fox	
6. Lack of funding leads to staff not being fully trained and up to date with legislation, cannot provide adequate advice leading to under performing staff, incompetency and unprofessional manner. Dissatisfaction from customers of service, compensation because of bad decision-making.	A		A (iv) A (v)	Rachael Fox	

<u>Impact</u>	<u>Likelihood</u>	<u>Direction of Travel</u>
A Extreme	1 Almost certain	<input type="checkbox"/> Priority reduced from last review (bracket indicates previous priority)
B High	2 Likely	<input type="checkbox"/> Priority equal to last review
C Medium	3 Possible	<input type="checkbox"/> Priority increased from last review (bracket indicates previous priority)
D Low	4 Unlikely	
	5 Seldom	
	6 Rare	

- Notes: 1. The dotted line shows the Council's risk tolerance line.
2. The Council is due to adopt new Aims, Approaches and Actions for 2009/10 onwards; please cross reference each risk to the relevant Aim(s), Approach/es and/or Action(s), as appropriate (e.g. A. v., or E. ii. 2.).

Registration function:

The processing of an application will involve the following stages:

- Checking to ensure forms are properly completed, plans included, the owner and/or leaseholder of the property notified, if required, and the correct fee paid.
- The application requirements, advice and checklists for the submission of different types of applications are contained within the relevant application forms and guidance notes on the “1App” forms. All this information can be viewed and obtained from either the Planning Portal or the Council’s website.
- Advertisements, if necessary, are placed in newspapers or site notices are put up in appropriate places.
- Consultations – these cover clearing technical aspects with other statutory and technical bodies and supply services; informing those people who might be affected by the application; they all have the right to ask the local authority for more information and to raise objections.
- Comments on applications may be made in writing to both Team East and Team West quoting the planning reference number whilst the application has not been decided. Alternatively the Council’s on-line system for viewing applications “Planning Application Search” also enables comments to be made direct to these teams via the Council’s website.
- Consideration of applications against existing and emerging Council policies and any past history of decisions on that site or for similar applications.
- More technical checks that the application meets the Council’s standards for such things as parking, day lighting and visibility near road junctions, etc.
- Following a site visit by a planning officer who might also contact the agent and/or applicant if more information or amendments are advisable.
- The application will either go to Planning Committee made up of Councillors, or will be considered by the Chief Officer responsible for planning matters. Should the application be referred to Planning Committee members of the public may attend the meeting and take part in the debate.
- A link is provided to view the Council’s on-line Committee information “Modern.Gov”. All agendas, minutes, delegation and committee reports for Planning Committee applications are available at least 5 working days before the relevant meeting. The information is updated on a daily basis where necessary.
- Shortly after Planning Committee the applicant and/or agent will receive a ‘decision notice’.
- Any time during the above process you can contact the Case Officer handling your application to discuss its progress and to give any information supporting the application.

- All local planning authorities are required to deal with an application within prescribed time periods. The process could be delayed beyond the target period by, for example, requests to the applicant and/or agent for amendments or the need to fit into the Planning Committee meeting schedule. If the application is complicated, it is advised to engage with a professional consultant. You can help speed up the process by contacting the planning duty officer before you submit the application to see if there are any standards or policies which could apply to your application. You may even be told that planning permission is not necessary, though you may still need approval under Building Regulations. To help try and identify if you need planning permission or not please view our “Planning Expert System” on-line to answer any questions.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Planning Portfolio Holder
AUTHOR/S: Chief Executive / Accountant

10 March 2009

**FINANCIAL MONITORING REPORT
 PLANNING PORTFOLIO EXPENDITURE TO 31 JANUARY 2009**

Purpose

1. This report compares the actual revenue and capital expenditure to 31 January for the Planning Portfolio with the annual budget for the year ending 31 March 2009, for the information of the Portfolio Holder and officers.

Background

2. In general, it is intended that financial monitoring reports will be presented to portfolio holders approximately every three months, depending on meeting dates. This report is the second report to the portfolio holder for the 2008-09 year. In addition, the Planning Portfolio revised estimates were reported to the Portfolio holder in January.
3. The reports exclude recharges and other year-end transactions. These recharges are calculated for the original estimates in December before the start of the financial year, then recalculated for the revised estimates and finalised as soon as possible after the year-end.
4. The reported revenue and capital figures are summarised in Appendix A(1) and A(2) respectively. Appendix B shows the full detail of the revenue expenditure. The working budget figures are the revised estimates. There have been no additional virements.
5. Grant expenditure is shown on a commitments basis to 31 January, whereas other expenditure is on a payments/receipts basis.

Considerations

6. ***Total Revenue Expenditure and Income:***
 The portfolio revenue expenditure (net of grants) to 31.01.09 totals £339,744 spent out of a budget of £701,350 (48%). Income from fees and charges amounted to £1,259,999 towards budgeted income of £1,587,050 (80%). In general, the 10 months to 31 January should equate to 83% of the year.
7. ***Development Control Income:***
 Any shortfall in the budgeted income of £1,083,000 for Planning Fees will be met from the Housing and Planning Delivery Grant as agreed by Cabinet on the 11 September 2008.
8. ***Concessionary Fares:***
 The reimbursement to the County Council represents 33% (£142,903) of the total budget of £433,000. The final 6 month invoice will include reimbursement for the Cowley Road Park and Ride site (from November 2008) and Stagecoach buses operating in south Cambridgeshire operating from the Peterborough depot, that were not included within the first 6 month invoice.

9. **Economic Development**

- (a) Expenditure for the Business Forum is expected to be incurred in March 2009 and is currently estimated to be between £10,000 and £12,000. A rollover request will be made for any unspent balance.
- (b) The Economic Development Business Strategy budget of £45,000 has been tendered and these are due in on the 3 March 2009. It is not known how much of this budget will be spent before the 31/03/09. A rollover of the unspent balance of the budget will be requested.

10. **Capital Expenditure (Conservation and ICT Development):**

The capital expenditure is set out on Appendix A(2). The expenditure to 31.01.09 is £143,948 against an available estimate of £237,131 (61%). Expenditure on Conservation grants and partnerships is very low. The new Conservation Manager is however, confident that the budget will be spent by the 31.03.09.

Implications

11. Financial	None
Legal	None
Staffing	None
Risk Management	None
Equal Opportunities	None

Consultations

12. The cost centre managers have been informed of the expenditure and grant details and budgets.

Effect on Annual Priorities and Corporate Objectives

13. Affordable Homes	None
Customer Service	None
Northstowe and other growth areas	None
Quality, Accessible Services	None
Village Life	None
Sustainability	None
Partnership	None

Conclusions / Summary

14. The revenue expenditure comments are in paragraphs 6 to 9.
15. The capital expenditure comments are in paragraph 10. Conservation capital grants and partnership expenditure is low at this stage.

Recommendations

16. The Portfolio Holder is requested to note the report.

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

Budget files, grant decisions and the financial management system.

Contact Officer: David Grimster – Accountant
Telephone: (01954) 713075

APPENDIX A(2)

Planning Portfolio

Recharges removed below
Grants on commitment basis
Non-grants on payments/receipts basis

To 31/01/09 2008-09



Actual 2007/08 £	Revised Estimate 2008/09 £	further approvals/adjustments £	Adjusted Estimate 2008/09 £	balances brought forward £	Adjusted Estimate ex.recharge £	non-grant net payments to date £	Grants committed £	Adjusted-ments £	Adjusted expenditure to date £	% spent	Variance to budget £	Additional notes to budget
				b/fwd								
CAPITAL												
CONSERVATION EXPENDITURE (grants on commitments basis, partnership schemes on payment basis)												
44,000	42,600		45,300	2,700	25,831	22,182	22,182	0	22,182	49%	23,118	
0	25,831		25,831		0	0	0	0	0		25,831	
346	0	**	0		0	0	0	0	0		0	
	4,400		4,400		0	0	0	0	0		4,400	
8,474	10,500		10,500		2,704	2,704	2,704	0	2,704	26%	7,796	
3,548	14,500		14,500		2,869	2,869	2,869	0	2,869	20%	11,631	
11,000	11,600		11,600		11,600	11,600	11,600	0	11,600	100%	0	
67,368	109,431	0	112,131	2,700	14,469	24,886	24,886	0	39,355	35%	72,776	
OTHER PLANNING CAPITAL												
111,563	125,000		125,000		104,593	104,593	104,593		104,593	84%	20,407	
178,931	234,431	0	237,131	2,700	119,062	24,886	24,886	0	143,948	61%	93,183	
Financed by:												
(67,022)	(109,431)		(112,131)	(2,700)	(14,469)	(14,469)	(24,886)	0	(39,355)	35%	(72,776)	
(346)	0		0	0	0	0	0	0	0		0	
(111,563)	(125,000)		(125,000)		(104,593)	(104,593)	0	0	(104,593)	84%	(20,407)	
(178,931)	(234,431)	0	(237,131)	(2,700)	(119,062)	(24,886)	(24,886)	0	(143,948)	61%	(93,183)	
Historic Buildings Pres.Fund (all b/fwd from previous yrs)												
	54,622		54,622	0	0	0	0	0	0		54,622	
This fund is only available for emergency expenditure connected with historic buildings that have been allowed to fall into a state of serious disrepair (or St Denis Church, if Cabinet agree												
** Cabinet agreed additional expenditure of £22,000, including fees, on 11 September, subject to a grant of £16,500 from English Heritage. This is in the 2009/10 budget												

APPENDIX B

Actual 2007/08 £	PLANNING PORTFOLIO	Revised Estimate 2008/09 £	Actual to 31/01/09 2008/09 £	% spent %	In hand/ (overspent) 2008/09 £
NET REVENUE EXPENDITURE SUMMARY (excluding recharges and year end transactions)					
(907,512)	Development Control	(878,620)	(710,857)	81%	(167,763)
(456,311)	Building Control Service	(459,670)	(373,476)	81%	(86,194)
24,081	Street Naming and Numbering	15,080	18,216	121%	(3,136)
39,828	Open Space Agreement Cherry Hinton	0	40		(40)
0	Transport Initiatives	0	0		0
5,000	Economic Development	40,150	5,150	13%	35,000
612,753	Concessionary Fares	321,520	67,542	21%	253,978
219	Footpath Diversions	230	0	0%	230
7,823	Conservation	15,180	7,075	47%	8,105
32,800	Museums	33,620	33,620	100%	0
35,500	Tourism Initiatives	35,810	32,810	92%	3,000
<u>(605,819)</u>	TOTAL NET EXPENDITURE (excluding year end recharges, grants and reserves)	<u>(876,700)</u>	<u>(919,880)</u>	105%	<u>43,180</u>
Analysis of Total Net Expenditure					
901,911	Direct Costs - Expenditure (net of grant)	701,350	339,744	48%	361,606
(1,507,730)	Direct Costs - Income from Fees & Charges	(1,578,050)	(1,259,999)	80%	(318,051)
<u>(605,819)</u>	Net Direct Costs	<u>(876,700)</u>	<u>(920,255)</u>	105%	<u>43,555</u>
3,285,603	Recharges from Staffing & Overhead Accounts	3,280,130	0		0
50,456	Transfers to Reserves	(3,560)			
(57,740)	Transfers from Reserves	(37,550)			
(290,303)	Grants	(208,400)			
(56,979)	Deferred Capital Grant	(100,940)			
(2,931,037)	REMOVE above year end transactions	(2,929,680)			
<u>(605,819)</u>	TOTAL NET EXPENDITURE (carried to General Fund Summary)	<u>(876,700)</u>	<u>(920,255)</u>		<u>43,555</u>

Actual 2007/08 £		Revised Estimate 2008/09 £	Actual to 31/01/09 2008/09 £	% spent %	In hand/ (overspent) 2008/09 £
DEVELOPMENT CONTROL					
EXPENDITURE					
	Transport Related Expenses				
260	Coach Expenses	360	0	0%	360
	Supplies and Services				
	Hired & Contracted Legal Services				
63,197	Appeals	106,840	83,089	78%	23,751
336	Costs Awarded Against the Council	0	0		0
2,064	Judicial Review Costs	6,330	4,750	75%	1,580
	Contracted Consultants				
3,348	D.C. Agricultural Appraisals	2,720	2,644	97%	76
37,688	Advice on Current Applications	85,380	63,613	75%	21,767
0	Archaeology Advisory Service (PDG funded)	7,730 *	3,862 *	50%	3,868 PDG funded below
20,072	Database Design Consultancy (PDG funded)	11,500 *	9,375 *	82%	2,125 PDG funded below
0	Digital Photography (PDG funded)	2,080 *	2,080 *	100%	0 PDG funded below
	Grants and Subscriptions				
618	Ordnance Survey	890	0	0%	890
0	Plan Vetting Group	1,600	0	0%	1,600
	Miscellaneous Expenses				
21,260	Advertising	17,500	13,249	76%	4,251
	Central, Departmental and Support Services				excluded (year end only)
2,566,091	Total services on previous basis	0			
	Chief Officers & Housing Futures	34,390			
	Community and Customer Services	2,620			
	Corporate Services	227,480			
	New Communities	54,490			
	Planning Services	2,052,580			
	Health & Environmental Services	130,720			
(2,566,091)	REMOVE Central, Deptal and Support Services	(2,502,280)			
<u>148,843</u>	TOTAL EXPENDITURE	<u>242,930</u>	<u>182,662</u>	<u>75%</u>	<u>60,268</u>
	INCOME				
(4,365)	Sales - Miscellaneous	(2,010)	(1,610)	80%	(400)
(933)	Sales - Local Plan	(930)	(781)	84%	(149)
(6,234)	Section 106 Costs Recoverable	(10,620)	(10,704)	101%	84
(21,916)	Legal Costs Recoverable	(3,680)	(3,678)	100%	(2)
(1,002,835)	Fees	(1,083,000)	(861,429)	80%	(221,571)
(20,072)	Planning Delivery Grant funding direct costs	(21,310) *	(15,317) *	72%	(5,993)
0	Cambridge Horizons Growth Area Grant	0)			
(221,146)	Planning Delivery Grant (towards recharges)	(184,480))			
(47,740)	Transfer from Planning Delivery Grant Reserves	0)			excluded (year end only)
(56,979)	Planning Delivery Grant - Deferred Capital Grant	(100,940))			
(10,000)	Transfer from Millennium Cycleway Reserve	0)			
335,865	REMOVE year end grants and Reserves	285,420)			
<u>(1,056,355)</u>	TOTAL INCOME	<u>(1,121,550)</u>	<u>(893,519)</u>	<u>80%</u>	<u>(228,031)</u>
<u>(907,512)</u>	NET EXPENDITURE carried to Portfolio summary	<u>(878,620)</u>	<u>(710,857)</u>	<u>81%</u>	<u>(167,763)</u>

Actual 2007/08 £		Revised Estimate 2008/09 £	Actual to 31/01/09 2008/09 £	% spent %	In hand/ (overspent) 2008/09 £
BUILDING CONTROL SERVICE					
EXPENDITURE					
Premises Related Expenditure					
Services					
3,210	Engineering Consultants Fees	7,000	4,035	58%	2,965
932	Other Local Authorities	1,000	608	61%	392
0	Miscellaneous	130	125	96%	5
Miscellaneous Expenses					
168	Advertising	200	0	0%	200
12,910	Transfer to/(from) Reserves	(3,560)	excluded (year end only)		
(12,910)	REMOVE year end grants and Reserves	3,560			
Central, Departmental and Support Services					
482,775	Total services on previous basis	0	excluded (year end only)		
	Chief Officers & Housing Futures	3,180			
	Community and Customer Services	660			
	Corporate Services	35,630			
	Planning Services	463,210			
(482,775)	REMOVE Central, Deptal and Support Services	(502,680)			
<u>4,310</u>	TOTAL EXPENDITURE	<u>8,330</u>	<u>4,768</u>	57%	<u>3,562</u>
INCOME					
(2,760)	Sale of Plans/non-statutory documents	(8,000)	(6,793)	85%	(1,207)
(457,861)	Statutory / Local Fees	(460,000)	(371,451)	81%	(88,549)
<u>(460,621)</u>	TOTAL INCOME	<u>(468,000)</u>	<u>(378,244)</u>	81%	<u>(89,756)</u>
<u>(456,311)</u>	NET EXPENDITURE carried to Portfolio summary	<u>(459,670)</u>	<u>(373,476)</u>	81%	<u>(86,194)</u>

Actual 2007/08 £		Revised Estimate 2008/09 £	Actual to 31/01/09 2008/09 £	% spent %	In hand/ (overspent) 2008/09 £
STREET NAMING AND NUMBERING					
EXPENDITURE					
	Supplies and Services				
24,081	Materials	15,080	18,216	121%	(3,136)
	Central, Departmental and Support Services				excluded (year end only)
46,917	Total services on previous basis	0			
	Corporate Services	50,490			
(46,917)	REMOVE Central, Deptal and Support Services	(50,490)			
<u>24,081</u>	NET EXPENDITURE carried to Portfolio Summary	<u>15,080</u>	<u>18,216</u>	121%	<u>(3,136)</u>
OPEN SPACE AGREEMENT CHERRY HINTON					
EXPENDITURE					
	Premises Related Expenses				
6,140	Maintenance of Grounds	6,140	40	1%	6,100 see income below
39,828	Additional Maintenance to Trees & Shrubs	0	0		0
<u>45,968</u>	TOTAL EXPENDITURE	<u>6,140</u>	<u>40</u>	1%	<u>6,100</u>
	INCOME				
(6,140)	Interest on Balances	(6,140)	0		(6,140) see exp. above
<u>39,828</u>	NET EXPENDITURE carried to Portfolio summary	<u>0</u>	<u>40</u>		<u>(40)</u>
TRANSPORT INITIATIVES					
EXPENDITURE					
	Central, Departmental & Support Services				excluded (year end only)
4,803	Total services on previous basis	0			
	Planning Services	3,660			
(4,803)	REMOVE Central, Deptal and Support Services	(3,660)			
<u>0</u>	TOTAL EXPENDITURE excluding Capital Grants carried to Portfolio Summary	<u>0</u>	<u>0</u>		<u>0</u>
ECONOMIC DEVELOPMENT					
EXPENDITURE					
	Services				
0	Business Forum	15,000	0	0%	15,000
0	Improved Branding	0	0		0
0	Economic Development Business Strategy	45,000	0	0%	45,000 see income below
	Grants and Subscriptions				
5,000	Greater Cambridgeshire Partnership	5,150	5,150	100%	0
	Central, Departmental and Support Services				excluded (year end only)
2,583	Total services on previous basis	0			
0	Community and Customer Services	11,410			
0	Corporate Services	880			
0	New Communities	45,760			
0	Health & Environmental Services	1,340			
(2,583)	REMOVE Central, Deptal and Support Services	(59,390)			
<u>5,000</u>	TOTAL EXPENDITURE	<u>65,150</u>	<u>5,150</u>	8%	<u>60,000</u>
	INCOME				
0	Cambridge Horizons Grant - re Economic Development Business Strategy	(25,000)	0	0%	(25,000) see exp above
<u>5,000</u>	TOTAL NET EXPENDITURE carried to Portfolio Summary	<u>40,150</u>	<u>5,150</u>	13%	<u>35,000</u>

Actual 2007/08 £		Revised Estimate 2008/09 £	Actual to 31/01/09 2008/09 £	% spent %	In hand/ (overspent) 2008/09 £
CONCESSIONARY FARES					
EXPENDITURE					
Employees					
8,464	Agency Staff	15,220	10,046	66%	5,174
Communications and computing					
3,479	Postage	4,050	2,657	66%	1,393
0	Database Input	6,290	0	0%	6,290
0	Database Management	10,100	10,101	100%	(1)
Supplies and Services					
25,713	Post Office Fees	0	0		0
18,911	Bus Card Production	35,860	39,465	110%	(3,605)
556,186	Contribution to County Scheme	433,000	142,903	33%	290,097 charged half yearly
Central, Departmental and Support Services					
21,680	Total services on previous basis	0	excluded (year end only)		
	Community and Customer Services	4,020			
	Corporate Services	26,150			
	Planning Services	1,020			
(21,680)	REMOVE Central, Deptal and Support Services	(31,190)			
<u>612,753</u>	TOTAL EXPENDITURE	<u>504,520</u>	<u>205,172</u>	41%	<u>299,348</u>
INCOME					
0	Specific Government Grant	(183,000)	(137,630)	75%	(45,370)
(68,400)	Grant for new scheme set up costs	0)			
37,546	Transfer to Reserves	0)			
0	Transfer from Reserves	(37,550)	excluded (year end only)		
30,854	REMOVE year end grants and Reserves	37,550)			
<u>0</u>	TOTAL INCOME	<u>(183,000)</u>	<u>(137,630)</u>	75%	<u>(45,370)</u>
<u>612,753</u>	NET EXPENDITURE carried to Portfolio summary	<u>321,520</u>	<u>67,542</u>	21%	<u>253,978</u>
FOOTPATH DIVERSIONS					
EXPENDITURE					
Supplies and Services					
219	Contractors	230	0	0%	230
0	Advertising	0	0		0
Central, Departmental and Support Services					
0	Total services on previous basis	0	0		0
0	REMOVE Central, Deptal and Support Services	0			
<u>219</u>	TOTAL EXPENDITURE	<u>230</u>	<u>0</u>	0%	<u>230</u>
INCOME					
0	Fees	0	0		0
<u>219</u>	NET EXPENDITURE carried to Portfolio summary	<u>230</u>	<u>0</u>		<u>230</u>

Actual 2007/08 £		Revised Estimate 2008/09 £	Actual to 31/01/09 2008/09 £	% spent %	In hand/ (overspent) 2008/09 £
CONSERVATION					
EXPENDITURE					
Premises Related Expenses					
5,661	Maintenance of Buildings & Grounds	7,000	4,453	64%	2,547
472	Insurance	540	0	0%	540
Supplies and Services					
0	Biological Records Service	5,000	0	0%	5,000
5,670	Biodiversity Group	5,800	5,800	100%	0 one payment
706	Conservation Awards - Publicity etc.	510	0	0%	510
0	Consultants	0	375		(375)
Miscellaneous Expenses					
159,823	Central, Departmental and Support Services				excluded (year end only)
	Total services on previous basis	0			
	Chief Officers & Housing Futures	4,720			
	Corporate Services	15,840			
	Planning Services	164,380			
	Health & Environmental Services	1,350			
(159,823)	REMOVE Central, Deptal and Support Services	(186,290)			
12,509	TOTAL EXPENDITURE	18,850	10,628	56%	8,222
INCOME					
(1,108)	Sales	(1,000)	(881)	88%	(119)
(1,200)	Other Recoverable Charges(Duxford Chapel)	(1,200)	(1,200)	100%	0
(2,378)	Other Recoverable Charges	(1,470)	(1,472)	100%	2
(757)	Planning Delivery Grant	(23,920)			excluded (year end only)
757	REMOVE year end grants and Reserves	23,920			
(4,686)	TOTAL INCOME	(3,670)	(3,553)	97%	(117)
7,823	TOTAL NET EXPENDITURE carried to Portfolio Summary	15,180	7,075	47%	8,105
MUSEUMS					
EXPENDITURE					
Supplies and Services					
32,800	Grants	33,620	33,620	100%	0
Central, Departmental and Support Services					
598	Planning Services	500			excluded (year end only)
(598)	REMOVE Central, Deptal and Support Services	(500)			
32,800	TOTAL EXPENDITURE carried to Portfolio summary	33,620	33,620	100%	0
TOURISM INITIATIVES					
EXPENDITURE					
Supplies & Services					
Grants and Subscriptions					
35,500	Tourism Initiatives	35,810	32,810	92%	3,000
Central Departmental and Support Services					
2,916	Total services on previous basis	0			
	Corporate Services	1,030			
	Planning Services	2,010			
(2,916)	REMOVE Central, Deptal and Support Services	(3,040)			
35,500	TOTAL EXPENDITURE	35,810	32,810	92%	3,000

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO:	Planning and New Communities Joint Portfolio Holders	10 March 2009
AUTHOR/S:	Executive Director / Corporate Manager (Planning and Sustainable Communities)	

RESPONSE TO CONSULTATION BY CAMBRIDGESHIRE COUNTY COUNCIL ON NEW SITES PROPOSED FOR MINERALS AND WASTE DEVELOPMENT THROUGH THE RECENT CAMBRIDGESHIRE AND PETERBOROUGH MINERALS AND WASTE (PREFERRED OPTIONS 2) PLAN CONSULTATION

Purpose

1. The purpose of this report is to agree the Council's response to a consultation currently being carried out by the Cambridgeshire County Council and Peterborough City Council. The consultation is about a number of new or amended proposals for mineral and waste development, which have been put forward by stakeholders following the recent consultation on the Minerals and Waste Preferred Options 2 Plan. These stakeholders wish to see their site (s) included in the next stage of the emerging Minerals and Waste Plan.
2. The County Council and Peterborough City Council have to consider these proposals and decide whether they should be included in the next version of the Plan. They have asked for comments on the proposals by 9th March 2009.
3. The full consultation can be seen on the County's website.
www.cambridgeshire.gov.uk/environment/planning/mineralswasteplan/siteprofilesmap
4. This is a key decision because it is likely to be significant in terms of its effects on communities living or working in the wards in the District adjacent to the A14 – Fen Drayton; Swavesey; Longstanton; Bar Hill; Oakington; Girton; Lolworth; Boxworth; Dry Drayton; Conington. The location of some of the proposed mineral and waste sites will have a particular impact on specific communities in Cottenham; Waterbeach; Milton; Hauxton; and Little Abington.

Executive Summary

5. This report outlines the proposed response by this Council to the 21 minerals and waste sites that are either within or near to South Cambridgeshire currently being consulted upon by Cambridgeshire County Council and Peterborough City Council as part of the preparation of the MWDP.
6. The proposed responses to the mineral sites are included in Table 1. 13 borrowpits have been proposed by the Highway Authority to be used for the A14 upgrading. Limited information has been provided on these sites. The restoration of some borrowpits could provide an opportunity to create wetland reserves. It is not known how many borrowpits will be needed by the HA and therefore whether all those proposed are required. The timetable of the MWDP does not accord with the timescale of when the borrowpits will be required. Planning applications may need to be submitted for these sites before the MWDP is adopted.

- 7 A site in Cottenham is proposed for extraction of clay. It is already proposed to extract sand and gravel from this site and the Council is concerned at the additional impact on the surrounding area. There are concerns at the air quality issues along the A14 corridor if all the borrowpits operate at the same time.
- 8 The proposed responses to the waste sites are included in Table 2. Two additional sites have been proposed for Household Recycling Centres – one on land west of the A10 in Hauxton and another at Chesterton Fen. Both locations are considered to be unsuitable.
- 9 Network Rail has proposed the relocation of the freight and aggregate yard from Chesterton Sidings to a new location in Waterbeach. The Council support this proposal in principle.

Background

- 10 Cambridgeshire County Council is preparing jointly with Peterborough City Council a Minerals and Waste Development Plan (MWDP) as part of its new Local Development Framework (LDF). This will replace the adopted Waste Local Plan 2003 and the Cambridgeshire Aggregates (Minerals) Local Plan adopted 1991. In September/October last year they carried out a Preferred Options 2 Consultation which set out the County Council's preferred options in terms of policies that will guide minerals and waste development until 2026, and included site-specific proposals. South Cambridgeshire District Council responded to this consultation in October 2008.

The Current Consultation

- 11 During the Preferred Options 2 consultation the County Council received representations from stakeholders who wanted to put forward a number of new sites or had suggestions to amend existing proposed sites. These proposals currently have no formal status. However the County Council has to decide whether they should be included in the Plan, which will be the Pre-Submission Plan, when there will be a further 6 week period of consultation. This is programmed to be in February /March 2010.

How it affects South Cambridgeshire

- 12 Of the 36 sites being consulted upon 21 of them are either within South Cambridgeshire or will have an impact on the District being close to the borders.
- 16 sites are related to mineral uses;
 - 4 for waste, recycling and recovery facilities and
 - 1 is for a railhead.
- 13 Appendix A includes a map showing the location of each of these sites.

Minerals

- 14 Improvements to A14 - Of the mineral sites the majority of them are related to the construction needs when the A14 is upgraded. The Highway Authority (HA) has proposed a number of borrowpits. A borrowpit is a source of aggregate in the immediate area to a major proposal such as a road improvement. Permitting a borrowpit can mean that the need for transporting minerals is reduced, reducing traffic on public roads. The MWDP Core Strategy included a Preferred Option CS9 – Sand and Gravel Borrowpits, which specified a number of sites that would be used as

borrowpits only for the improvements to the A14 (Ellington to Fen Ditton). The sites listed at this stage were located outside of South Cambs District but mention was made that further sites would be put forward after negotiation with the Highway Authority. South Cambridgeshire District Council supports in principle the use of borrowpits, especially as the use of local borrowpits will help to minimise disruption in the District caused by road construction.

- 15 Costain Skanska and Lafarge, who are both working with the HA, have proposed 13 clay-general fill borrow pits, which are located either adjacent to or very close to the route of the current or proposed line of the upgraded A14. The Council welcomes the opportunity to comment on the sites, which would have a short-term life whilst the A14 was upgraded. There is however a limited amount of information provided concerning each site other than that provided by the stakeholder. There is no indication of whether the sites are supported by the County.
- 16 In the information provided by the stakeholders in the policy summary for each borrowpit it mentions “ the local district councils are content with the provision of extra water bodies for amenity purposes”. This Council was informally approached by telephone for its opinions on locating borrowpits along the A14 and it was suggested that when the borrowpits were no longer needed that some could be restored as wetland reserves with public access. In principle the Council supports this.
- 17 There is no indication from the Highway Authority as to what quantities of minerals will be required by the A14 works. In order to ascertain which borrowpits will be needed it is vital that this information is provided otherwise the sites needed to provide the correct quantities may not have permission in the necessary timescale. There is no indication as to whether all these borrowpits submitted by Costain will be required for the A14 because if there is a surplus then there are a number within the Green Belt or close to settlements which South Cambs would not support if other locations were available.
- 18 The timetable for the completion of the MWDP would appear to not coincide with that proposed by the HA to upgrade the A14. The borrowpits will be needed for use before they have gained approval through the plan-making process of the MWDP. The borrowpits will need to have gained planning permission before the MWDP is adopted if the construction of the A14 is not to be delayed otherwise there will be the need for the clay to be transported greater distances for the construction works. This option would not be acceptable. Planning applications for the extraction of clay from the borrowpits for a short-term period should therefore be submitted and not be delayed by being included in the MWDP, which generally provides for longer-term mineral and waste proposals.

Minerals and Waste Development Plan		A14 upgrading timetable as proposed by Highway Authority.	
Stages of plan	Dates	Stage	Dates
Consultation / Submission	Pre-submission consultation Feb/Mar 2010 Submission June 2010	Draft Orders to be issues - 13 week consultation	Spring 2009

Examination	Nov 2010	Inquiry	January 2010
Inspector's report	April 2011	Construction to begin on A14.	2011
Adoption	June 2011		

- 19 Extraction of engineering clay – There is a proposal to allocate a site for engineering clay. The site at Cottenham is currently being proposed as a strategic allocation for sand and gravel extraction. Clay underlies the sand and gravel and is normally extracted in order to line and seal the landfill cell. If the clay were to be extracted and removed from the site then planning permission would be required. The proposers, M. Dickerson Ltd and Donarbon Waste Management state that there is a need for clay sites to be allocated in the MWDP since there will be a demand for this resource given the growth planned for the Cambridge Sub-region. Once excavated the site could be used for inert landfill and then restored.
- 20 When the Council considered the earlier consultation – Preferred Option 2 it stated the following as regards the sand and gravel allocation at Cottenham –
- 'Object to the allocation until such time as more detailed information is provided on the full environmental impact of the larger site now being identified for extraction. Until this information is available it is not possible to evaluate this site. A full environmental assessment is essential at this stage before the Council can determine whether this site should be allocated as a preferred site for extraction.*
- The Council would need to be assured that the mitigation measure identified by Environmental Health and Conservation could be adopted to minimise impact on sensitive receptors.*
- Routing agreements are essential to ensure that the additional lorries generated by the larger scale of operation do not adversely affect the residents of Cottenham or the Travellers on the nearby Smithy Fen.*
- 21 If clay is to be extracted and removed from the site as well as the sand and gravel the additional impact on the surrounding roads and on the nearby communities is likely to be greater and the Council should be concerned about these matters. It further reaffirms the need for routing agreements. The County must provide further, more detailed information about the proposed extraction before South Cambs can decide if it is an appropriate allocation.
- 22 Air Quality issues relating to the mineral sites - If all 16 mineral sites and in particular the A14 borrow pits were operating at the same time close to the A14, there may be a significant negative / detrimental impact on SCDC's designated Air Quality Management Area (AQMA currently along the A14 corridor). Environmental Health officers in considering the sites are concerned about this impact. This is at a time when there is a statutory duty to consider air quality action plans to reduce HGV traffic and bring down pollutant concentrations in the AQMA, effectively plans to maintain and improve the quality of ambient air. However the borrowpits will only be in use for a short time when the A14 construction works are taking place so their impact on the AQMA will only be over a limited period.

- 23 Mineral operations on and off site can have a negative impact on the local air quality in the area due an increase particulate matter (PM), associated vehicle emissions and dust deposition on local property ultimately affecting the quality of life of local communities. If particulate matter from a minerals extraction process results in levels of PM10 being higher in sensitive locations than the prescribed objectives, the LA is required to set out in its Action Plan what steps it intends to take in pursuit of the achievement of the objectives.
- 24 The collective impact of the A14 borrowpits proposals may have a detrimental short-term impact on local air quality and SCDC's AQMA. Insufficient information is provided to fully evaluate the proposals and whether there will be significant cumulative impact / effect. The cumulative impact on air quality of simultaneous and/or successive working of a number of sites in a wider area requires careful consideration. Matters that need to be explored further include:
- How many sites are actually required?
 - How many vehicle movements are expected?
 - Where will the extracted sands and gravels be taken to from the sites?
 - Will Costain Skanska be carrying out an assessment of HGV traffic impact on local air quality if significant movements of vehicles are identified?
 - The duration and phasing / sequencing of operations?
 - The existing dust climate at the sensitive receptors and the need for and scope of a dust assessment study to be conducted by the operator prior to detailed proposals
 - Need for air quality assessments / modelling to determine if breaches of Air Quality Objectives are likely?
 - The proposed methods of mitigation and control of dust-generating activities and vehicle emissions?
- 25 The impact of the borrowpits will be over a limited timescale and the advantages of having them close to the construction works could outweigh the dis-benefits highlighted by Environmental Health. The detailed matters of concern being raised by Environmental Health will need to be fully taken into account when planning applications are submitted for the borrowpits.
- 26 Responses to Mineral Sites - Table 1 lists the Mineral sites that impact South Cambridgeshire and the suggested responses on each site. A fuller assessment of each site is included in Appendix B.

Table 1 - Minerals

Ref no in MWDP consultation	Site location	Description of Proposed Use	South Cambridgeshire District Council's proposed response
1	Land at Hinxton (South of A 505 near Whittlesford Bridge)	Sand and Gravel extraction Site: 4.4 ha, reserves estimated at 170,000 tonnes Access by existing haul road on to the A1301	Support in principle subject to routing agreements for transporting of the minerals and subject to measures to mitigate the matters raised by Environmental Health

Ref no in MWDP consultation	Site location	Description of Proposed Use	South Cambridgeshire District Council's proposed response
2	Covell's Drain, Swavesey	Sand & gravel borrow pit for the A14 upgrade. (Site currently has permission to extract sand and gravel for the guided busway, but does not have permission to be taken off site)	<p>and Conservation.</p> <p>Object to this site.</p> <p>The use of this borrowpit would result in the sand and gravel having to be transported some distance through Swavesey or Fen Drayton. This would impact on the local roads and affect these local communities.</p> <p>Extraction work is likely to have a detrimental impact on the adjoining wildlife site.</p> <p>This would make the use of this borrowpit unacceptable to South Cambridgeshire District Council especially if other borrowpits are available in more environmentally acceptable locations.</p>
5	Corpus Christi, North of Offord Cluny (BP1)	Clay borrowpit for A14 upgrade. Site 15ha	<p>Object to site</p> <p>The County Council must carry out a full Appropriate Assessment for this site before it can be considered for inclusion in the plan.</p> <p>The use of this site as a borrowpit would be unacceptable if it resulted in the deterioration of Portholme Meadows.</p>

Ref no in MWDP consultation	Site location	Description of Proposed Use	South Cambridgeshire District Council's proposed response
6	New Barns Farm, Conington (BP2)	Clay-General Fill borrowpit for A14 upgrade (Approximately 20 ha proposed from within the identified area)	South Cambs would object to this site if other borrowpits were available in more environmentally acceptable locations. If the site were used for extraction the impact on the golden plovers would have to be considered and it would also be subject to measures to mitigate the matters raised by Environmental Health
7	Brickyard Farm, Boxworth (BP3)	Clay-General Fill borrowpit for A14 upgrade (approximately 20 ha proposed from within the identified area)	Support this borrowpit in principle but would have to be subject to measures to mitigate the matters raised by Environmental Health
8	Boxworth End Farm, North of Trinity Foot Junction (BP4)	Clay-General Fill borrowpit for A14 upgrade Site: 14 ha	Support this borrowpit in principle but would have to be subject to measures to mitigate the matters raised by Environmental Health
9	South Trinity Foot Junction (BP5 east)	Clay-General Fill borrowpit for A14 upgrade Site: 14 ha	South Cambs would not support this site if other borrowpits were available in more environmentally acceptable locations however if used it would have to be subject to measures to mitigate the matters raised by Environmental Health
10	South Trinity Foot Junction (BP 5 west)	Clay-General Fill borrowpit for A14 upgrade Site: 14ha	Support this borrowpit in principle but would have to be subject to measures to mitigate the matters raised by Environmental Health
11	North Bar Hill, Noon Folly Farm (BP6)	Clay-General Fill borrowpit for A14 upgrade Site: 10ha	Support this borrowpit in principle but would have to be subject to measures to mitigate

Ref no in MWDP consultation	Site location	Description of Proposed Use	South Cambridgeshire District Council's proposed response
			the matters raised by Environmental Health and Conservation.
12	North Dry Drayton Junction, Slate Hall Farm (BP7)	Clay – General Fill borrowpit for A14 upgrade Site: 20 ha	Object to site given its proximity to the Crematorium and the site being within the Green Belt.
13	North Junction 14, Grange Farm (BP8)	Clay borrowpit for A14 upgrade Site: 15ha	South Cambs would not support this site if other borrowpits were available in more environmentally acceptable locations however if used it would have to be subject to measures to mitigate the matters raised by Environmental Health and to concerns about the impact on the watercourses in this area once the land is restored after the A14 upgrade is completed.
14	South Junction 14 (BP9)	Clay-General Fill borrowpit for A14 upgrade Site: 16 ha	South Cambs would not support this site if other borrowpits were available in more environmentally acceptable locations. However if used it would have to be subject to measures to mitigate the matters raised by Environmental Health and its restoration when construction of the A14 is completed could provide an opportunity to provide a wetland reserve with public access.
15.	Existing waste management park, including Cottenham	Extraction of Engineering Clay	Object to this site. The Council is concerned that the

Ref no in MWDP consultation	Site location	Description of Proposed Use	South Cambridgeshire District Council's proposed response
	proposals (shown in SS1-16, SS1-35 and SS2-1).		<p>site is being considered for clay extraction, which will result in additional impacts on the local road network and on the nearby communities at Smithy Fen and within Cottenham. If clay is to be extracted and removed from the site as well as the sand and gravel the impact is likely to be far greater. Consideration must also be given to the filled extraction pits as highlighted by Environmental Health.</p> <p>The County must provide further information about the site before this Council can evaluate the site for the proposed additional allocation. Without details of vulnerable receptors and an environmental and health impact assessment it is difficult to evaluate this site.</p>
17	Milton Landfill Site, Milton	Clay extraction for the A14 upgrade– quantity 200,000m3	South Cambs would not support this site if other borrowpits were available in more environmentally acceptable locations. However if used it would have to be subject to measures to mitigate the matters raised by Environmental Health

Waste Recycling and Recovery

- 27 There are four sites relating to waste. Two additional sites are being proposed for a Household Recycling Centre (HRC), one near Hauxton and one at Chesterton Fen.
- 28 Land West of A10, Hauxton – This is an extensive area to south and west of the A10 /M11 junction at Hauxton. It was not included in the areas of search used by the County Council in searching for suitable site for a HRC to serve the south of Cambridge. South Cambs objected strongly to having a HRC located on part of the Bayer CropScience site in Hauxton when County Council proposed this in its Preferred Option consultation in November 2006. The preferred option by the County Council is now a site south of the Addenbrookes Access Road. This option is supported by South Cambs.
- 29 Much of the proposed site now being consulted on is located away from the road therefore making access a major problem. It is all within the Green Belt and within the flood zone 3, which is the high-risk zone where development would not be advisable. It is at some distance from the communities that would be required to use this facility and therefore not a sustainable option. The vast majority of the site is unsuitable for the location of a HRC. The Council consider that it would be inappropriate to locate a HRC on this site and that the preferred option proposed by the County Council is the more appropriate location to serve the city.
- 30 Chesterton Fen – This is being proposed as both a HRC and an inert waste-recycling centre. It is adjacent to the Traveller community who would be directly affected by this proposal and neither proposed use would be suitable neighbours to this community. The site is in the Green Belt adjacent to the river and is in flood zone 3. It is in an area with a very open character where any development would be highly visible. The settlement of Fen Ditton is on the opposite side of the river to the proposed site and would therefore be affected both visually and by any noise or air pollution created by the uses. The existing access road to this area is at capacity and it would not be possible for the road to take the increased use generated by householders visiting the HRC or by commercial vehicles using the inert recycling centre. Development of this site would therefore not be acceptable.
- 31 Responses to Waste Sites - Table 2 lists the Mineral sites that impact South Cambridgeshire and the suggested responses on each site. A fuller assessment of each site is included in Appendix B.

Table 2
Waste Recycling and Recovery

Ref no in consultation	Site location	Description of Proposed Use	South Cambridgeshire District Council's proposed response
21	Land West of A10, Hauxton	Area of Search for a (Household) Recycling Centre to serve south Cambridge and outlying villages	Object to locating a HRC on any of the land put forward since it is highly unsuitable being at too great a distance from the population, which would be using the facility and it would be in a sensitive ecological area.

Ref no in consultation	Site location	Description of Proposed Use	South Cambridgeshire District Council's proposed response
22	Land at Chesterton Fen	(Household) Recycling Centre for north Cambridge and inert waste recycling centre Site: 7.4 ha Access: from Fen Road, Chesterton	Object to this site. The site is unsuitable for locating either a HRC or for inert recycling facilities as highlighted in the comments made by Environmental Health. It is in the Green Belt in a sensitive location and very close to residential properties.
24	South of Worsted Lodge, A11, Pampisford	Waste Transfer Station (Site also currently subject to a retrospective planning application for retention of the Waste Transfer Station - S/1838/08/CM)	Object to the site since it is located in rural countryside, outside of the development framework and is not an essential or appropriate use for this location.
28	Cottenham. SS1-16 area within the preferred area shown on profile M3	Inert landfill and restoration back to agriculture (following sand and gravel extraction)	See comments for site 15

Railhead

- 32 There is one proposal for a railhead, which is on a site to the north of Waterbeach. Network Rail (NR) has put forward a site because they wish to relocate the aggregate sidings from Chesterton and to facilitate London waste rail transfer. They have confirmed that an expanded aggregate facility as was proposed at Chesterton is not now compatible with their own operational rail uses. Network Rail has had to prepare a National Rolling Stock Strategy in order to accommodate and plan for improvements to the rail network. This is to include a significant increase in rolling stock. A key part of this strategy is to identify locations capable of accommodating this increase, which in this region is expected to approximately double. NR is likely to have to accommodate about 60 four-car trains for this area. Chesterton Sidings appears to be the only site of appropriate size and location. A new island platform is to be made at Cambridge Station and so it is likely in the near future that Chesterton Sidings will have to be used increasingly for stabling rolling stock. Thameslink may also require room for rolling stock.
- 33 When the A14 upgrade takes place there will need to be an extensive on-site stockpiling of aggregates. NR do not think that it will be possible to accommodate an aggregate use at Chesterton Sidings of the scale envisaged by the County Council without creating amenity problems for the future proposed station users and adjoining uses in the commercial/office park. – Problems such as air and noise pollution.
- 34 NR is therefore proposing a site in Waterbeach for a new freight and aggregate yard which would be purpose built to modern standards and offer the opportunity of much

better facilities compared to the current site at Chesterton Sidings. The proposal would include the following

- Two freight aggregate sites of 3.7 hectares with rail access and 185m discharge sidings suitable for letting to independent operators.
- A rail to road Waste Transfer facility with 450 m sidings length and 17.5 m width hard standing
- A suitable haul road link to the A10

35 South Cambridgeshire support in principle the relocating of the use from Chesterton Sidings since this area is to be subject of a further study to be jointly undertaken with the City Council. The aggregate yard would have reduced the options of what could be proposed for the Chesterton site.

36 Policy TR/5 - Rail Freight Interchanges in the Development Control Policies DPD promotes the use of rail for freight movements and so the Council would in principle support the new location at Waterbeach.

37 There can be considerable environmental disruption related to a development of this nature due to potential incompatibility with existing residential uses in a quiet rural location with low background noise levels (in absence of train movements). As the number of vehicle movements associated with aggregate depots can be high, it is therefore essential that the access is good and the surrounding roads are capable of accepting high volumes of traffic. The proposed traffic route appears to avoid direct passing the frontages of existing residential. New road to access the site to the A10 will pass close to and south of Denny Abbey, which is a Scheduled Ancient Monument. The setting of the abbey would need to be protected. This road passes through areas of Flood Zone 2/3. Access to the A10 is limited to left in / left out, which is a good solution given the amount of traffic that uses this road.

38 However, noise / vibration, dust, odour and possibly bioaerosol generation from aggregate sidings /and containerised waste transfer may have an adverse impact on amenity, health and quality of life. The significance of impact / effect should be assessed by undertaking Health and Environmental Impact Assessments, respectively.

Implications

39. Financial	None
Legal	The Council will be obliged to show Mineral and Waste allocations and safeguarding areas for minerals on its own LDF Proposals Map once the Minerals and Waste Development Plan is adopted
Staffing	None
Risk Management	There is a risk that the MWDP could include allocations for land not acceptable to the Council for example waste management issues could prevail over amenity and other planning considerations
Equal Opportunities	None

Consultations

40. In preparing this report consultation has taken place with officers in the Environmental Health; Conservation; and Development Control.

Effect on Corporate Objectives and Service Priorities

41.	<p>Work in partnership to manage growth to benefit everyone in South Cambridgeshire now and in the future</p> <p>The MWDP provides an input into the managing of growth within the district. The additional sites could assist in providing the minerals needed in construction of both the new communities and the major infrastructure projects. The waste facilities allocates for the needs for waste of the future communities. Without this planning the growth would not be well co-ordinated.</p>
	<p>Deliver high quality services that represent best value and are accessible to all our community</p> <p>The location of mineral extraction can impact on local road networks and on local communities. By responding to the consultation the Council will ensure that the most appropriate sites are allocated in the MWDP.</p>
	<p>Enhance quality of life and build a sustainable South Cambridgeshire where everyone is proud to live and work</p> <p>By responding to the consultation the Council will ensure that the most sustainable sites are allocated and that in identifying sites the local communities are not adversely affected by the subsequent working of the minerals.</p>

Conclusions / Summary

42. The Council has outlined in this report its proposed responses to the County Council's consultation on additional sites put forward by stakeholders for inclusion in the MWDP.

Recommendations

43. The Council welcomes the opportunity to respond to the consultation and the suggested responses are as follows –

Mineral sites – The proposed responses on all the sites are included in Table 1

Borrowpits for A14 upgrade – The County Council should review whether the Minerals and Waste Development Plan is the appropriate vehicle for providing borrowpits for the A14 upgrade.

Waste Recycling and Recovery sites – The proposed responses on all the sites are included in Table 2

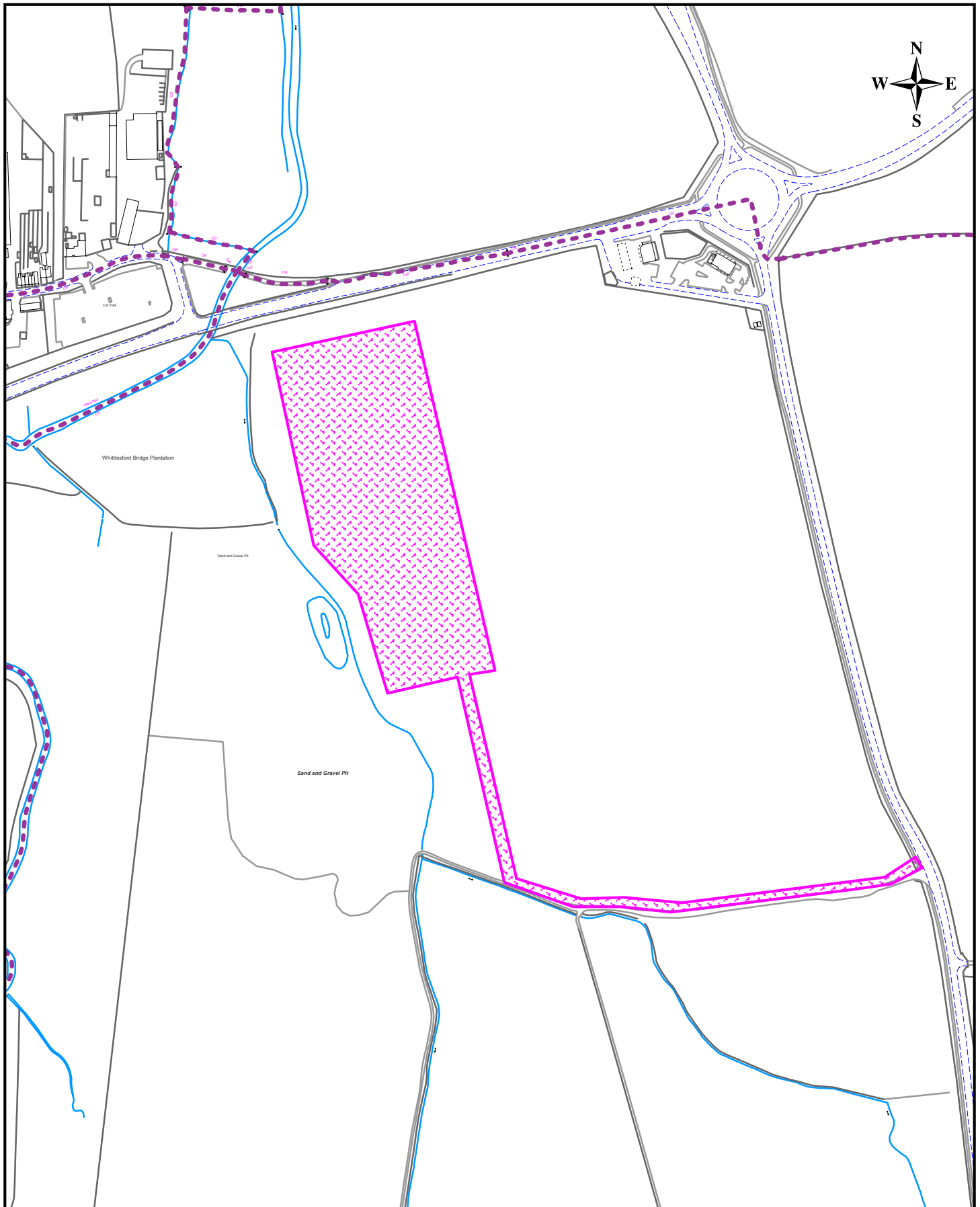
Railhead – Support in principle the relocating of the freight and aggregate yard to this location subject to the concerns of proximity to Denny Abbey and to the road being in flood zone. Consideration would also have to be given to the matters raised by Environmental Health.

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

- Web based information concerning the consultation on Cambridgeshire County Council's Web site - www.cambridgeshire.gov.uk/environment/planning/mineralswasteplan

- Cambridgeshire and Peterborough Minerals and Waste Preferred Options 2 September 2008
- South Cambridgeshire District Council Cabinet Report – 9th October 2008

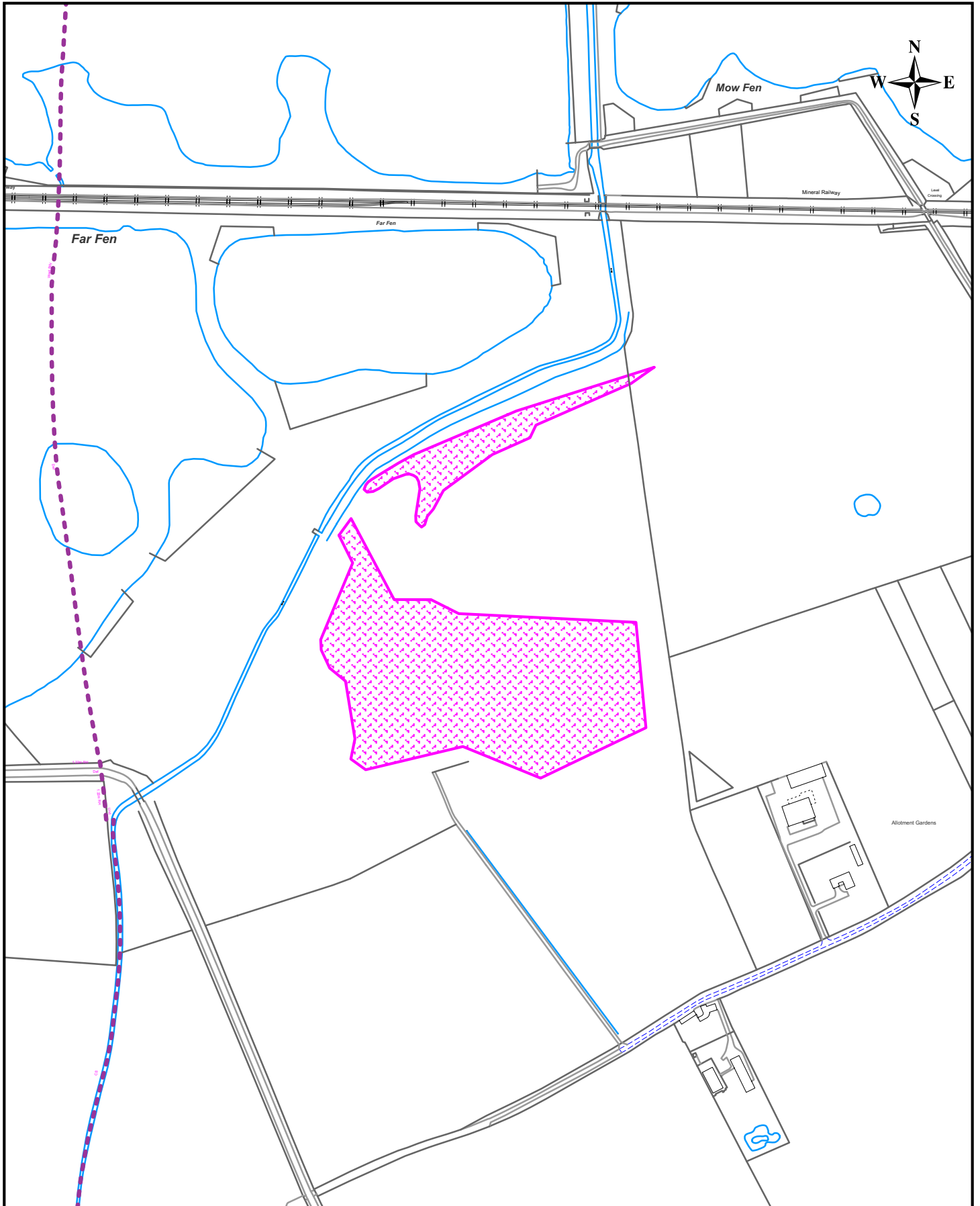
Contact Officer: Alison Talkington – Senior Planning Policy Officer
Telephone: (01954) 713182



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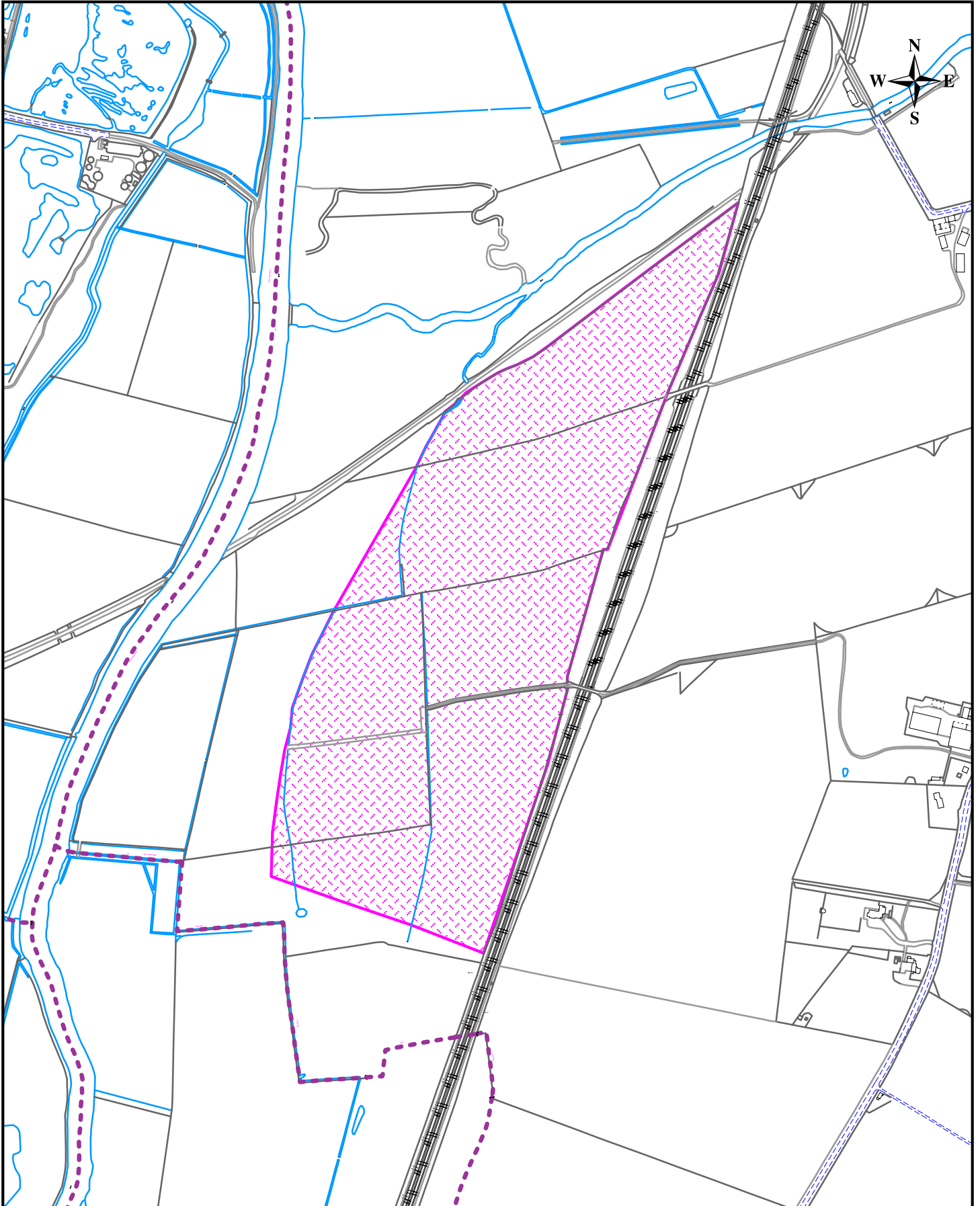
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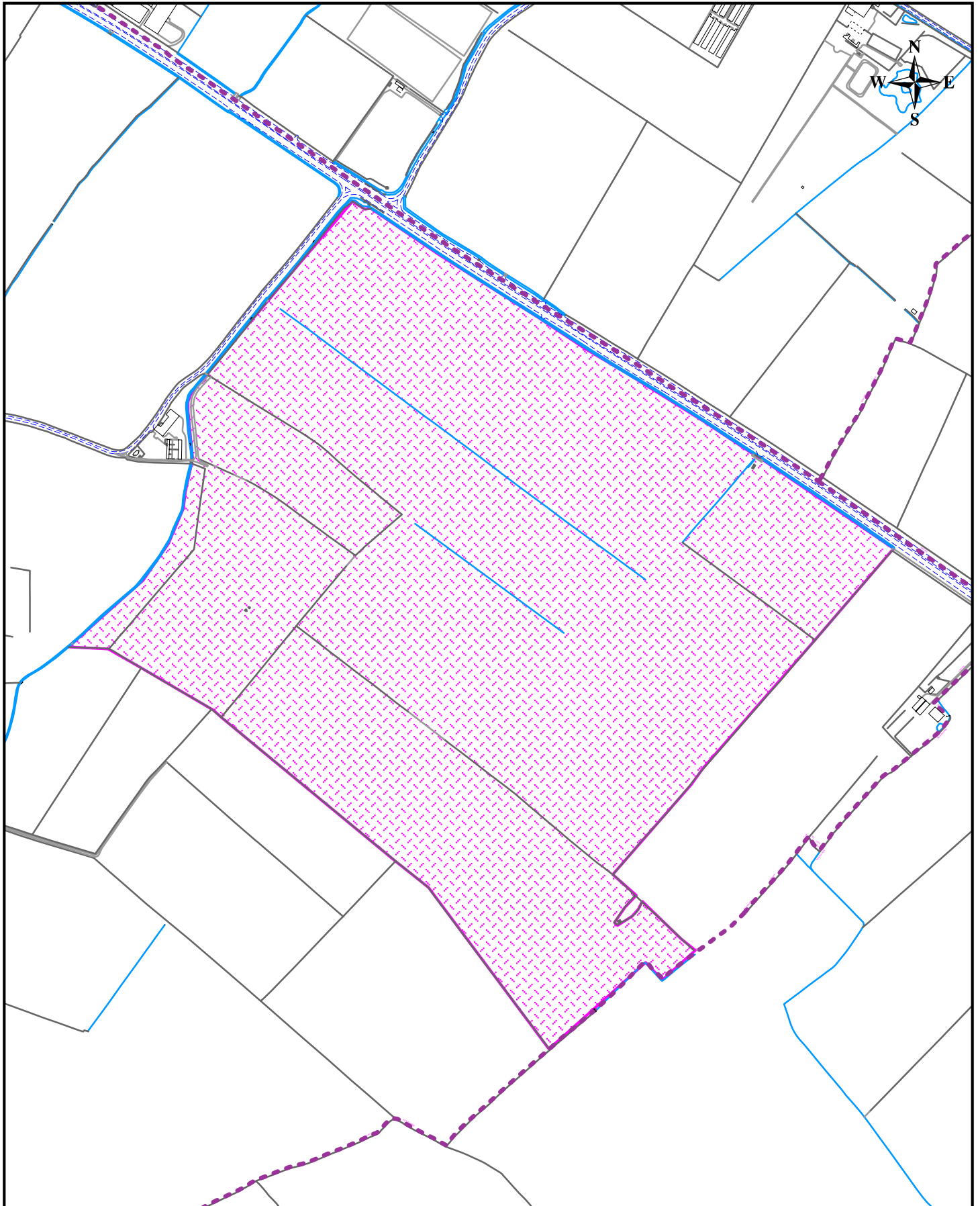
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Borrow Pit 1: Corpus Christi, North of Offord (SS1 Site 61)
Mineral Extraction: Clay for A14 upgrade
Proposed by: Costain Skanska



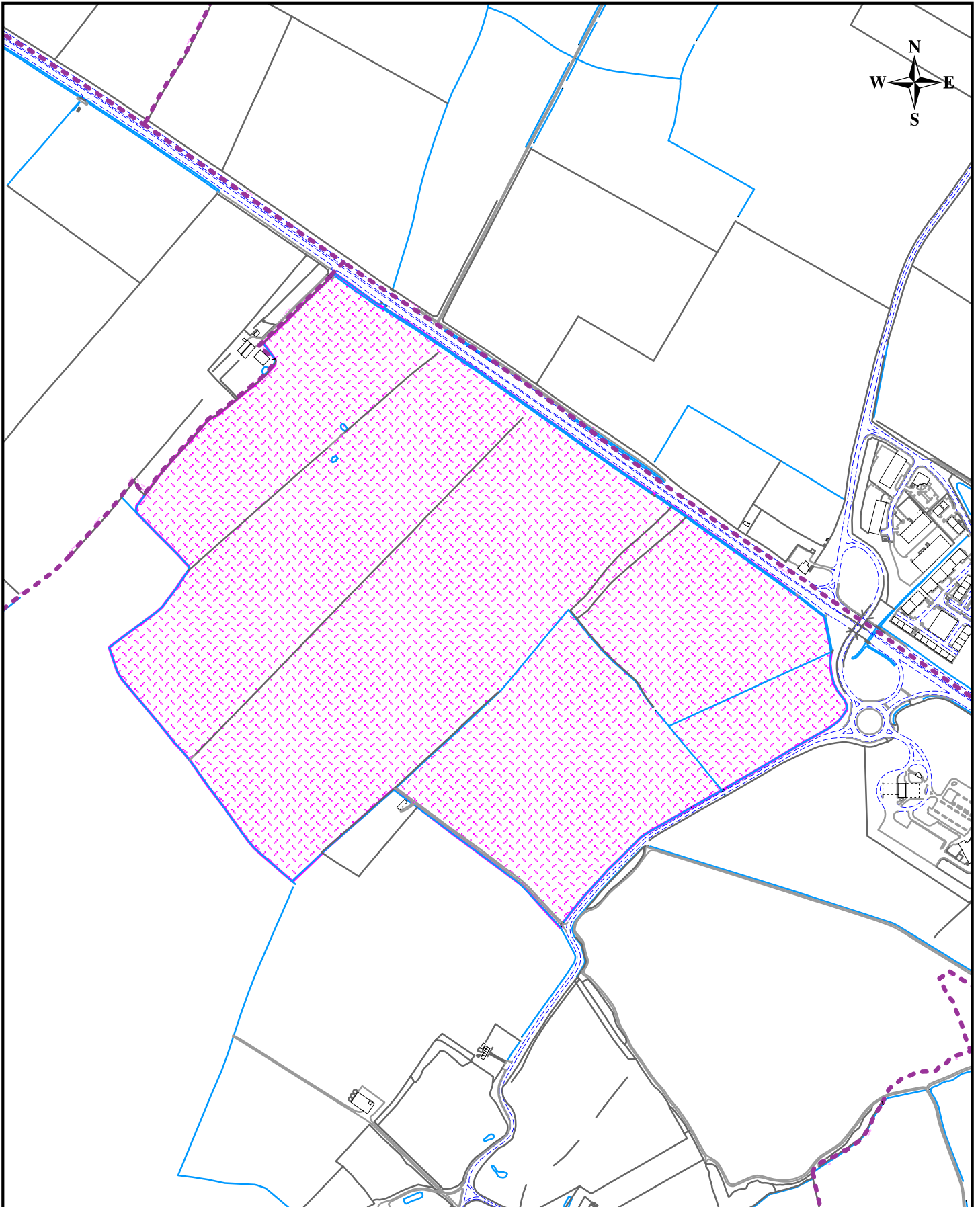
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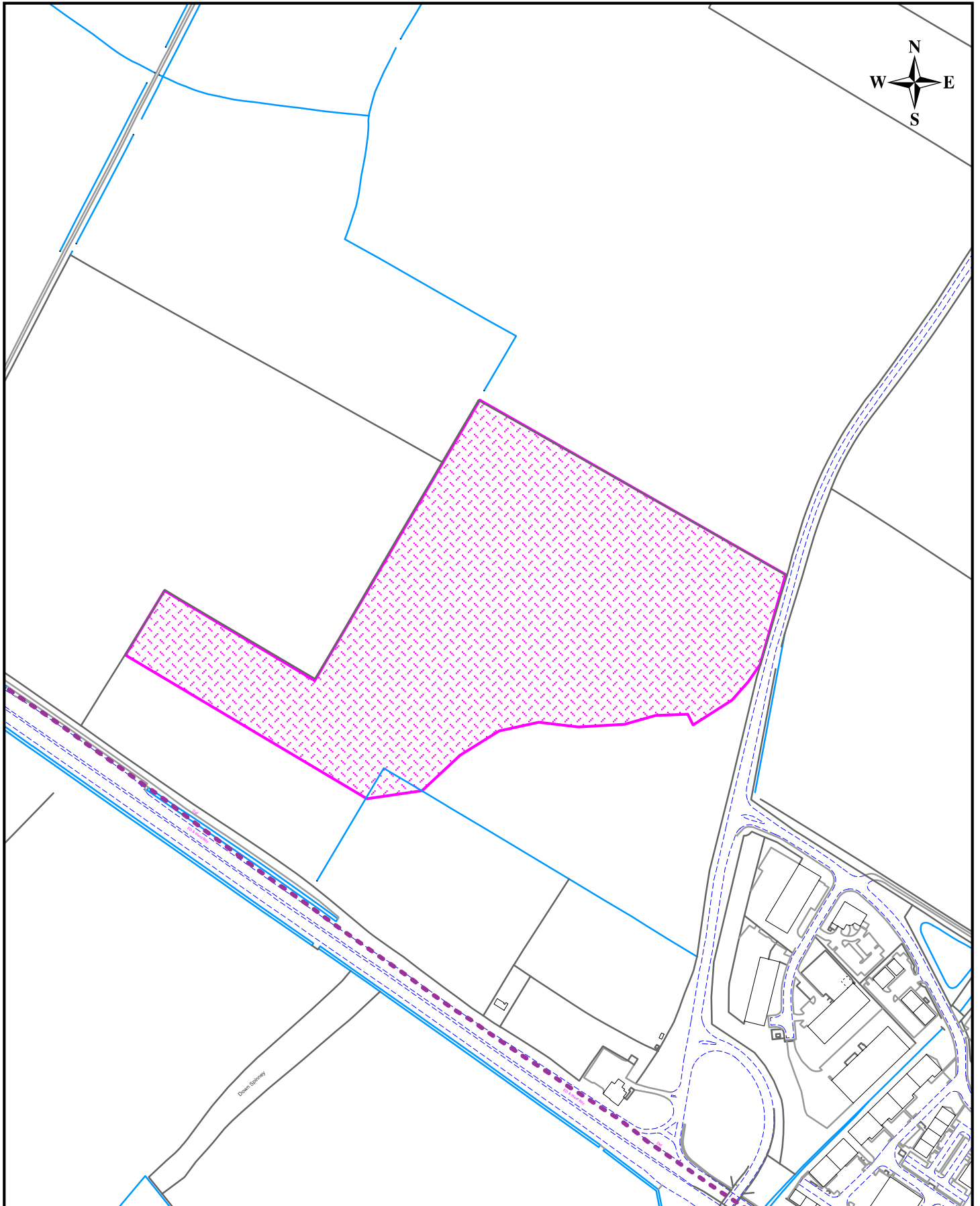
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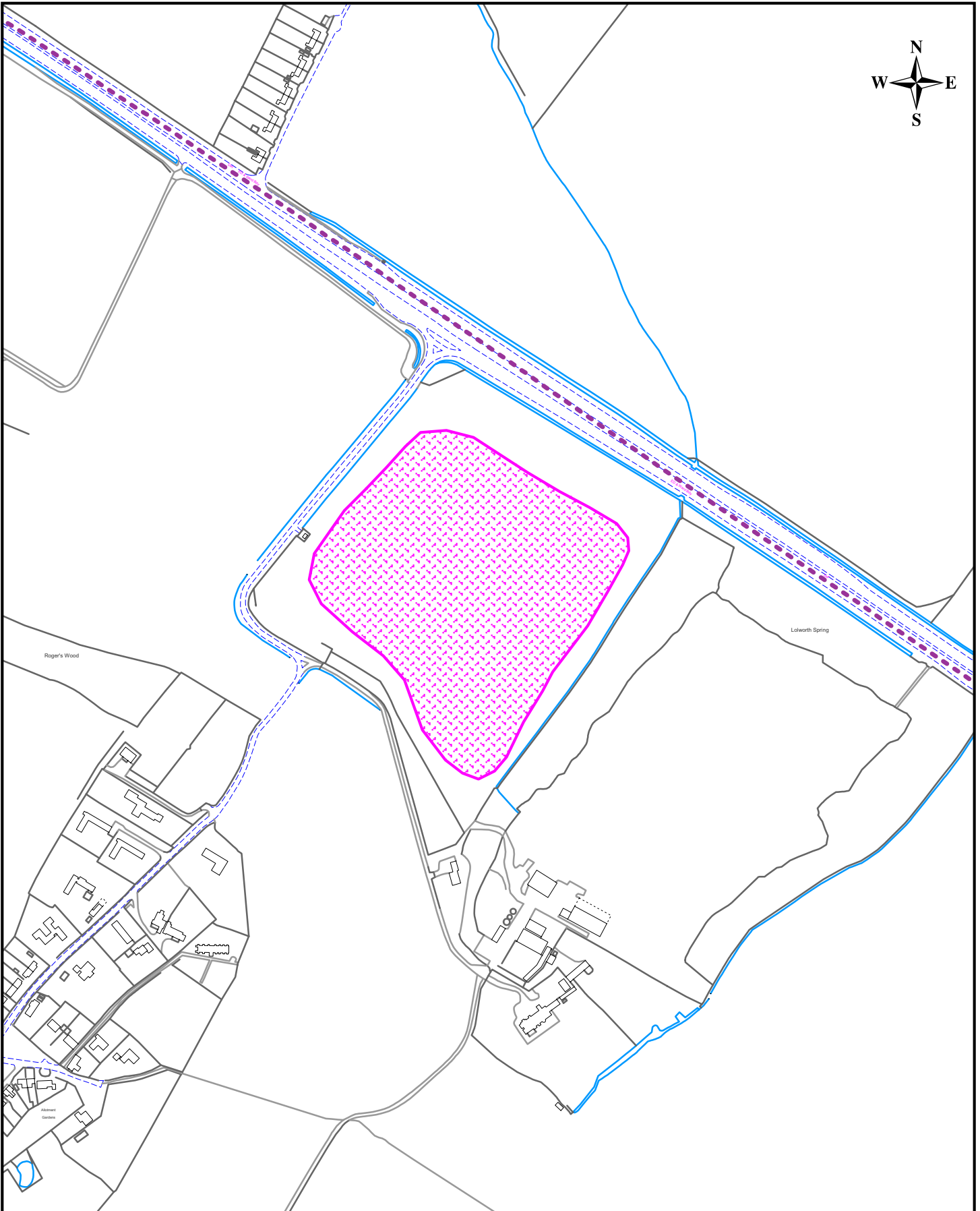
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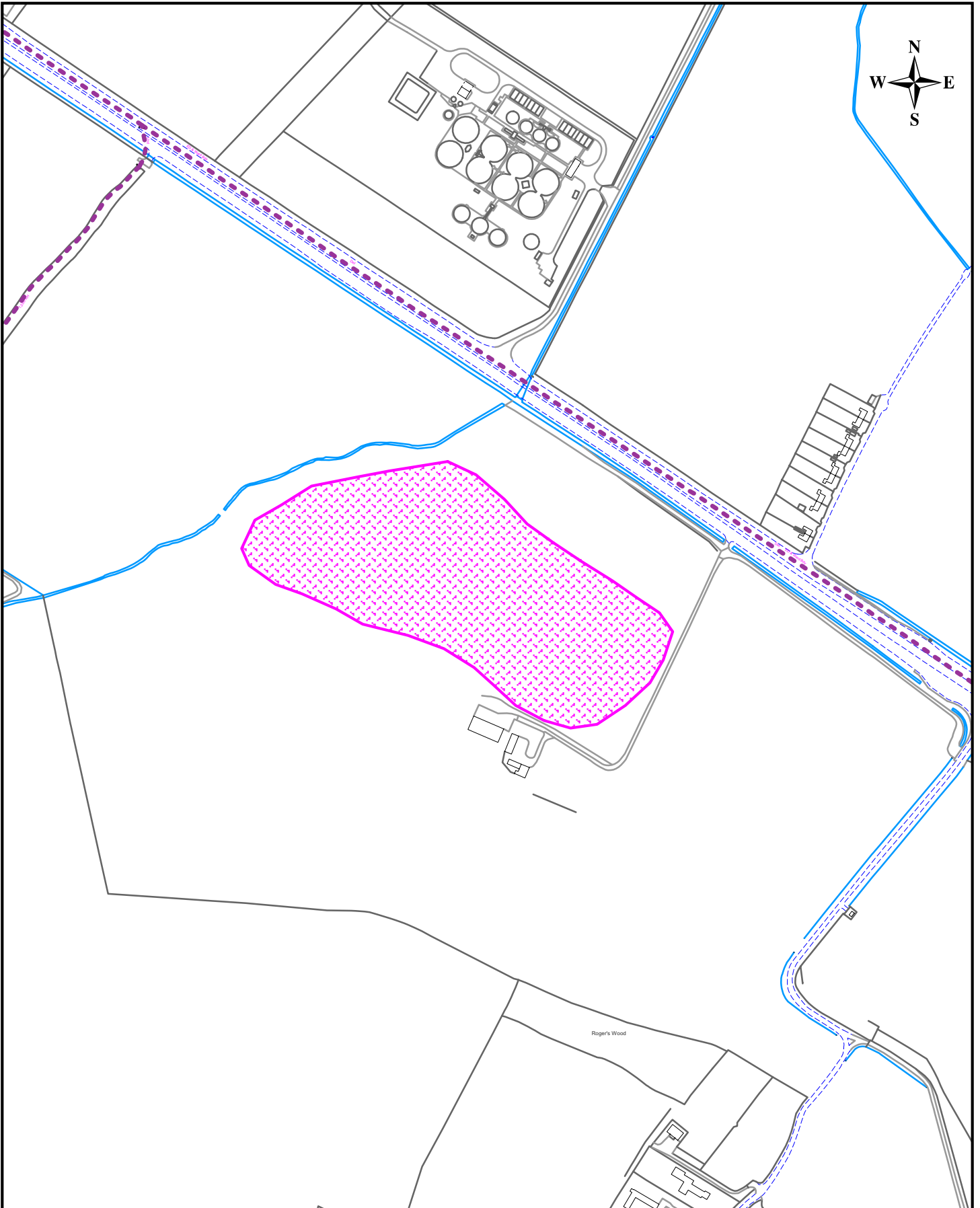
Borrow Pit 5 (east): South of A14 Trinity Footage (East) (SS1 Site 65)
Mineral Extraction: Clay for A14 upgrade
Proposed by: Costain Skanska



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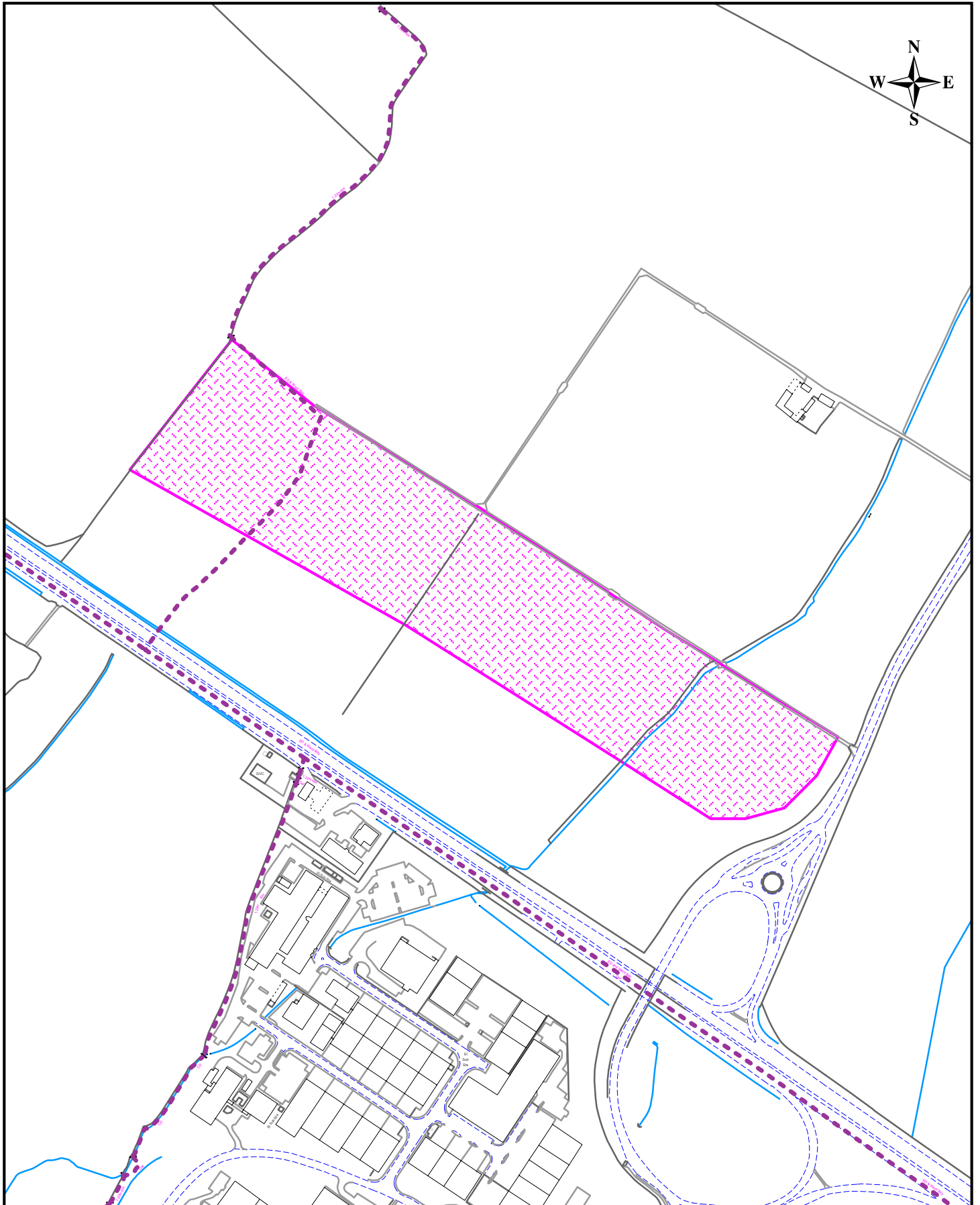
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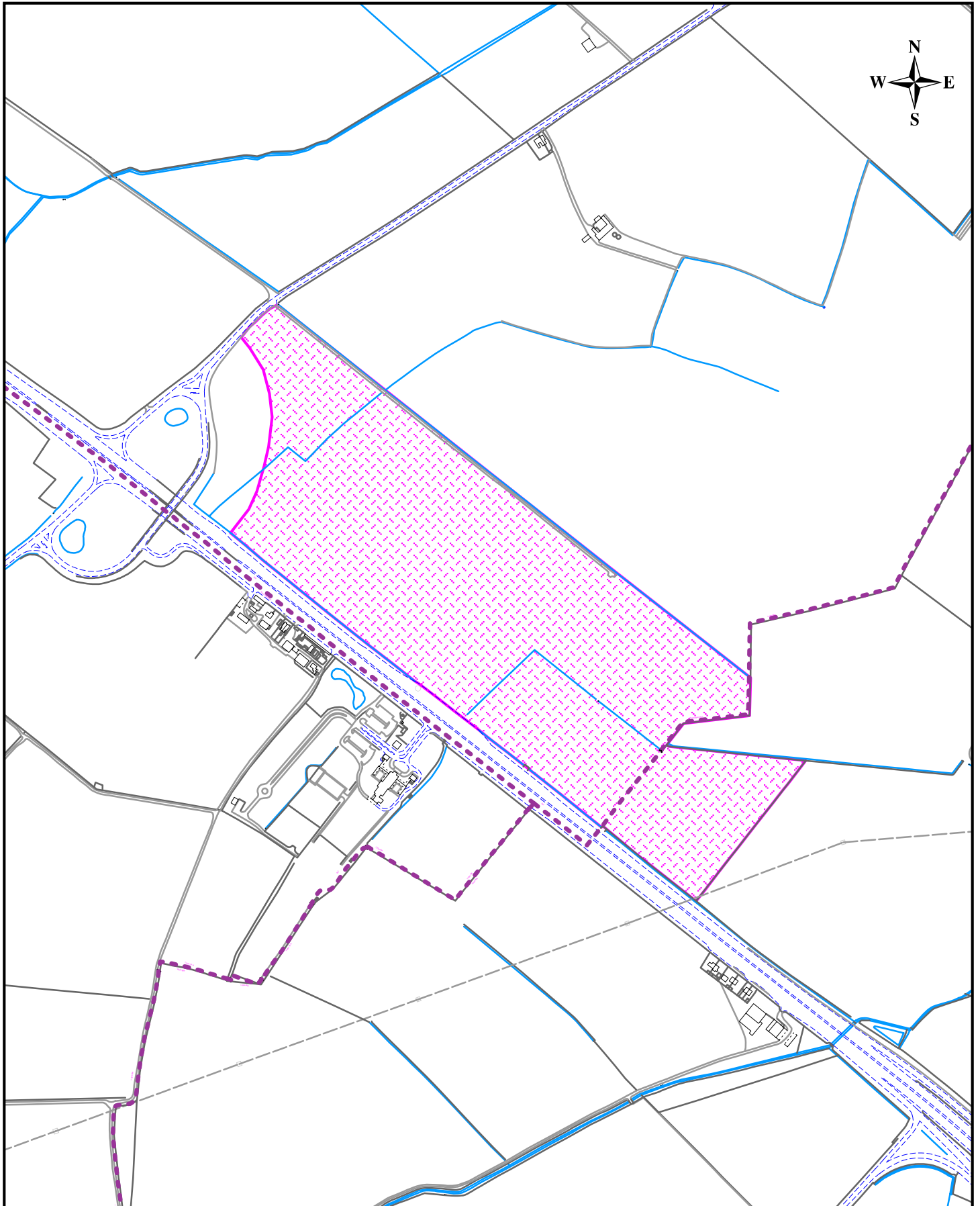
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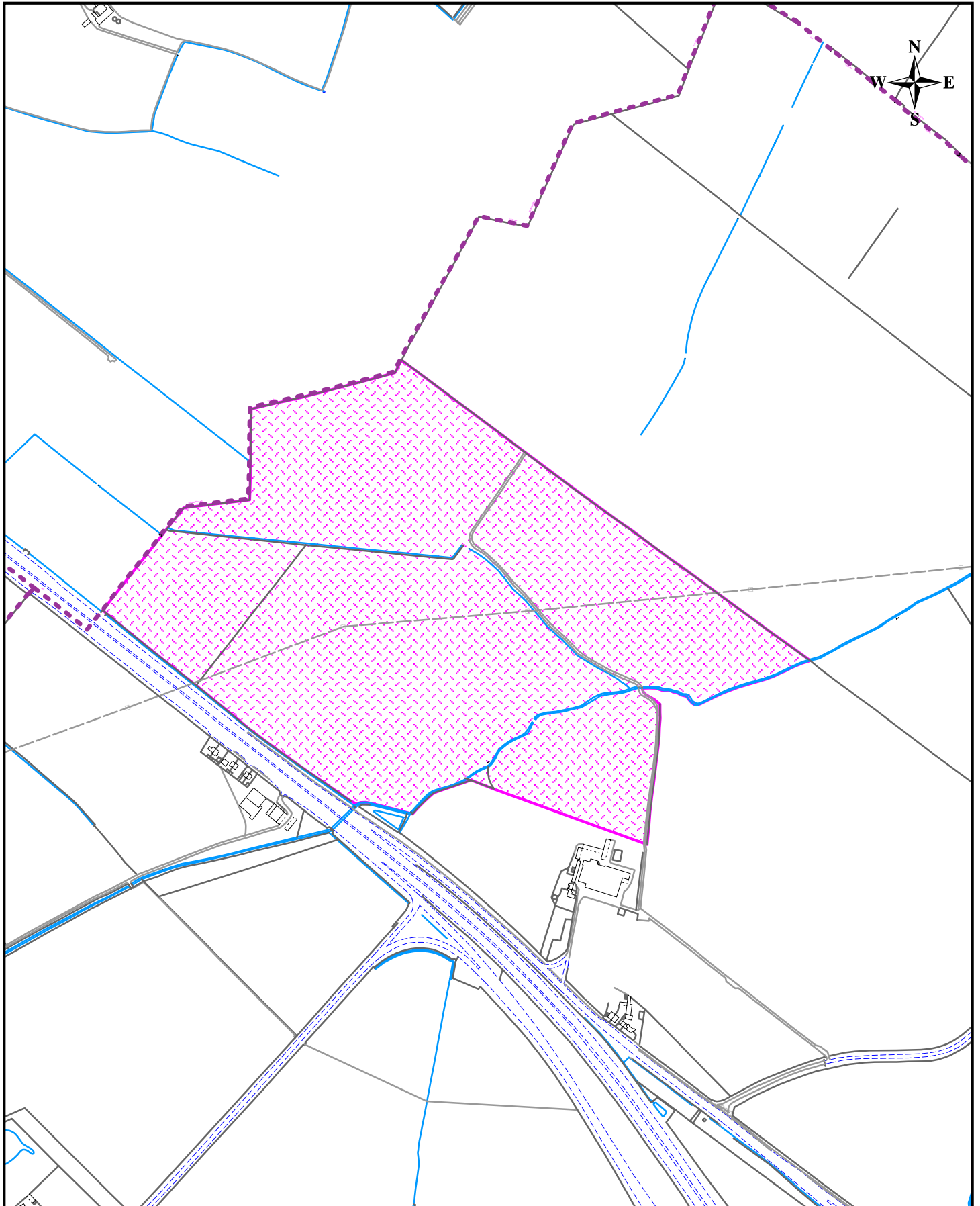
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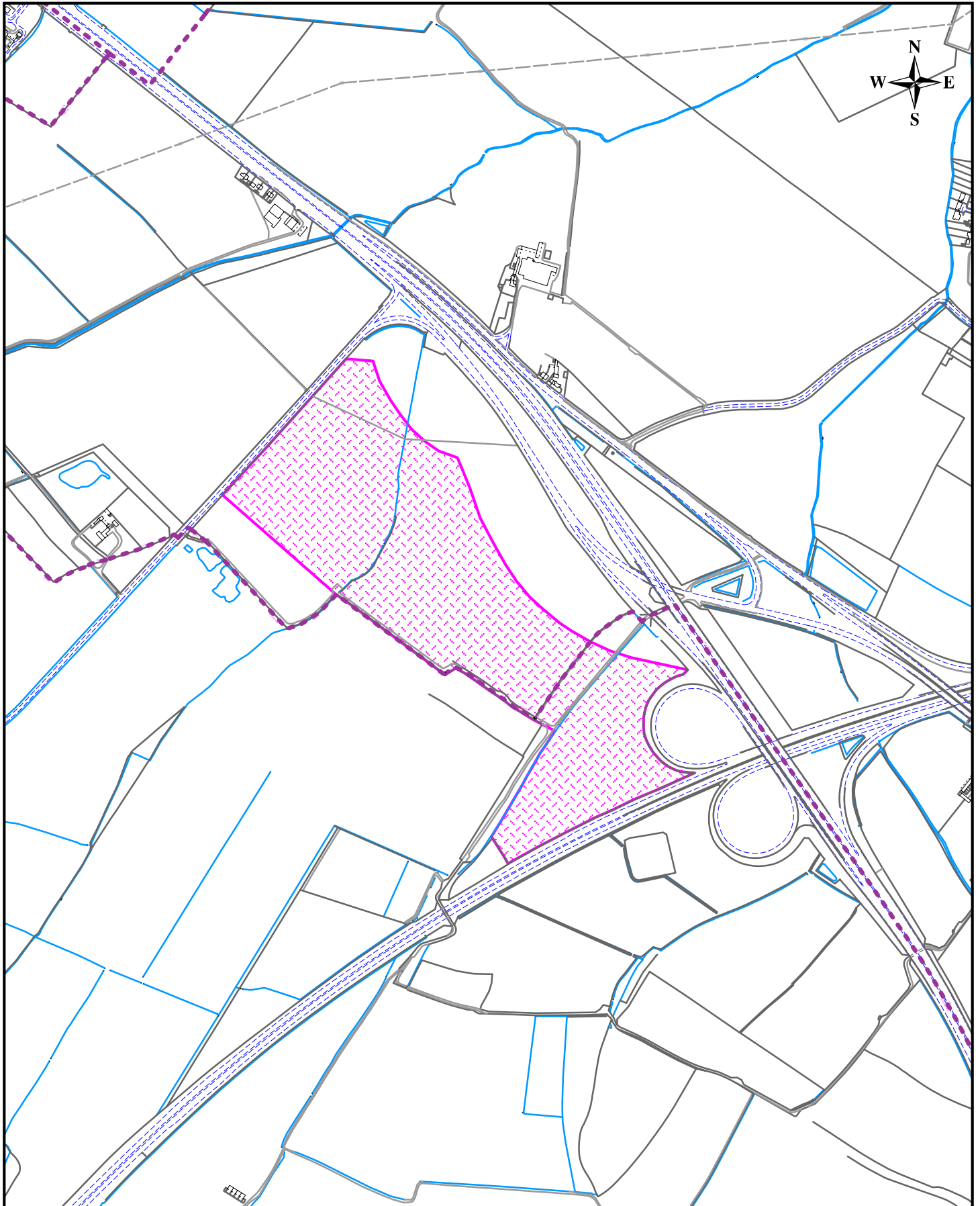
Borrow Pit 8: North of A14 Junction 14, Grange Farm (SS1 Site 69)
Mineral Extraction: Clay
Proposed by: Costain Skanska



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Date: 01/12/2008

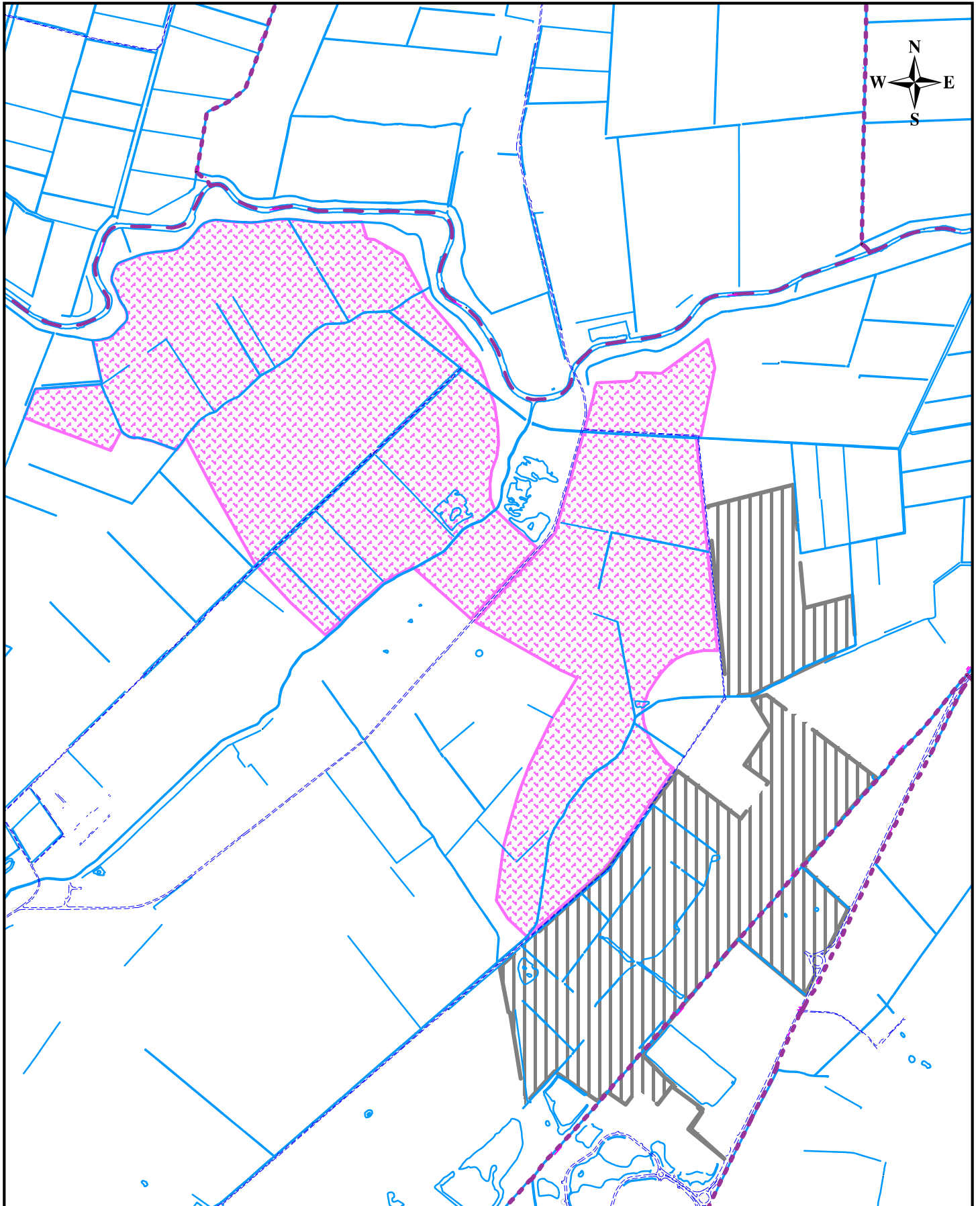
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Borrow Pit 9: South of A14 Junction 14 (Page 7)
Mineral Extraction: Clay for A14 upgrade
Proposed by: Costain Skanska



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Date: 01/12/2008

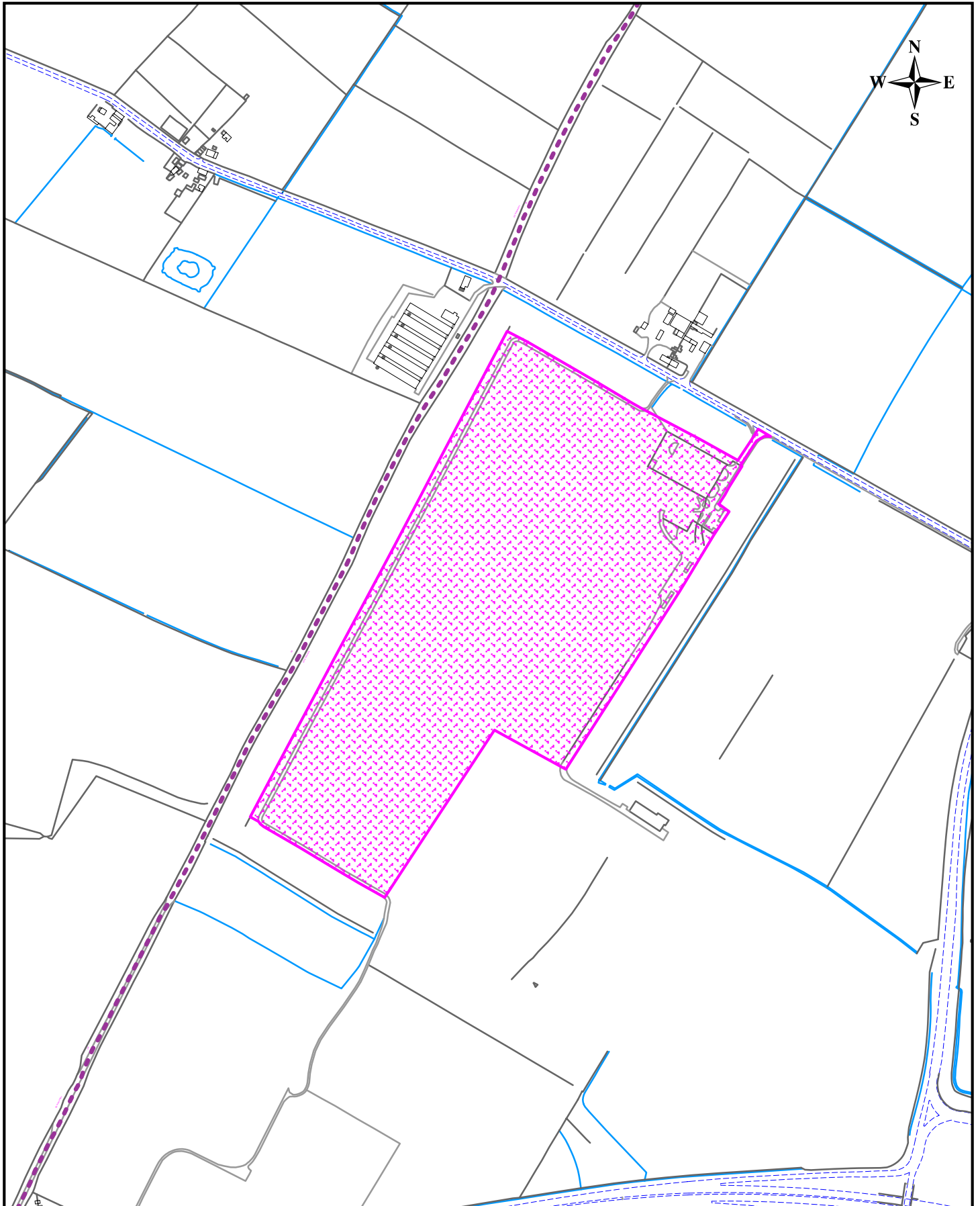
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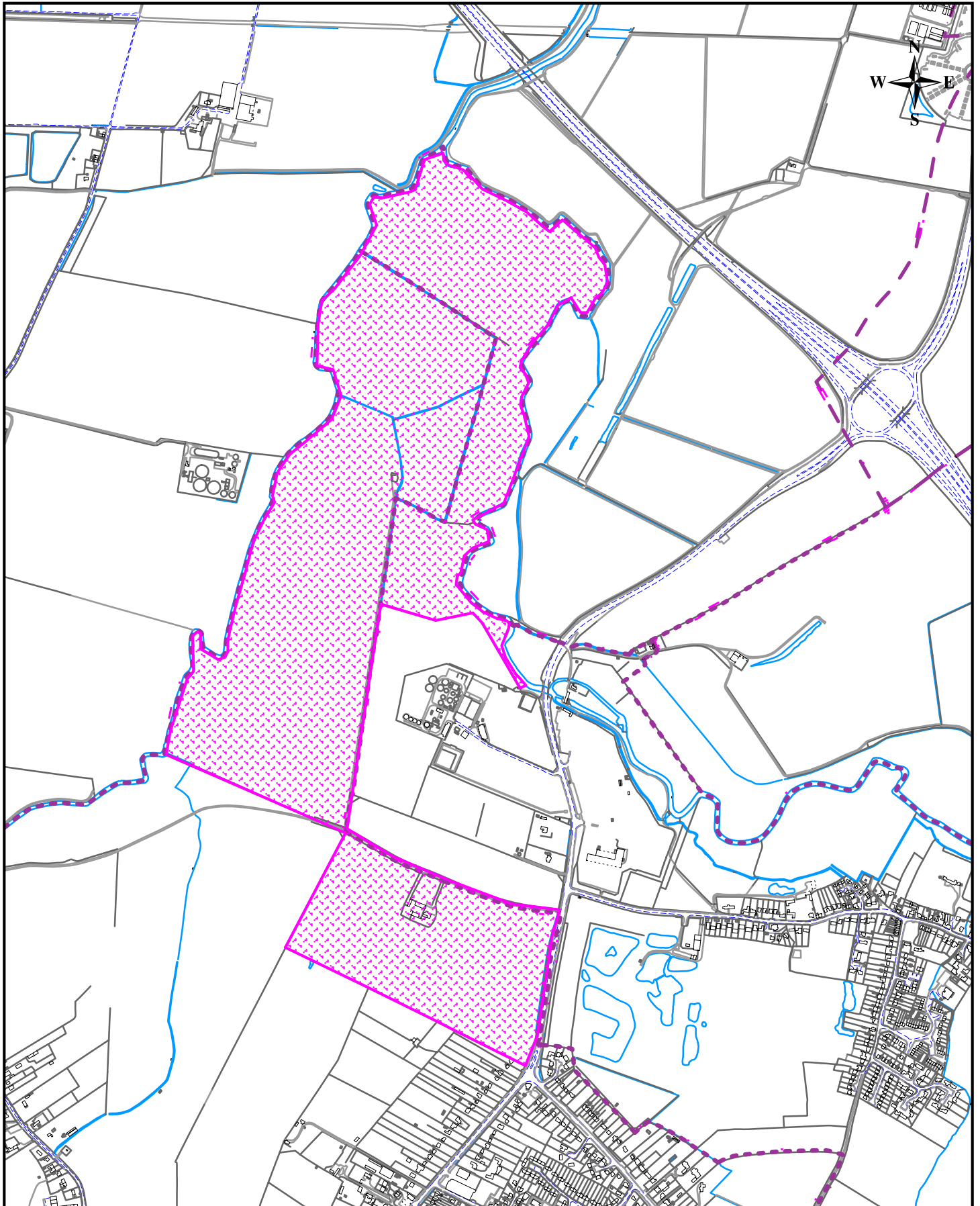
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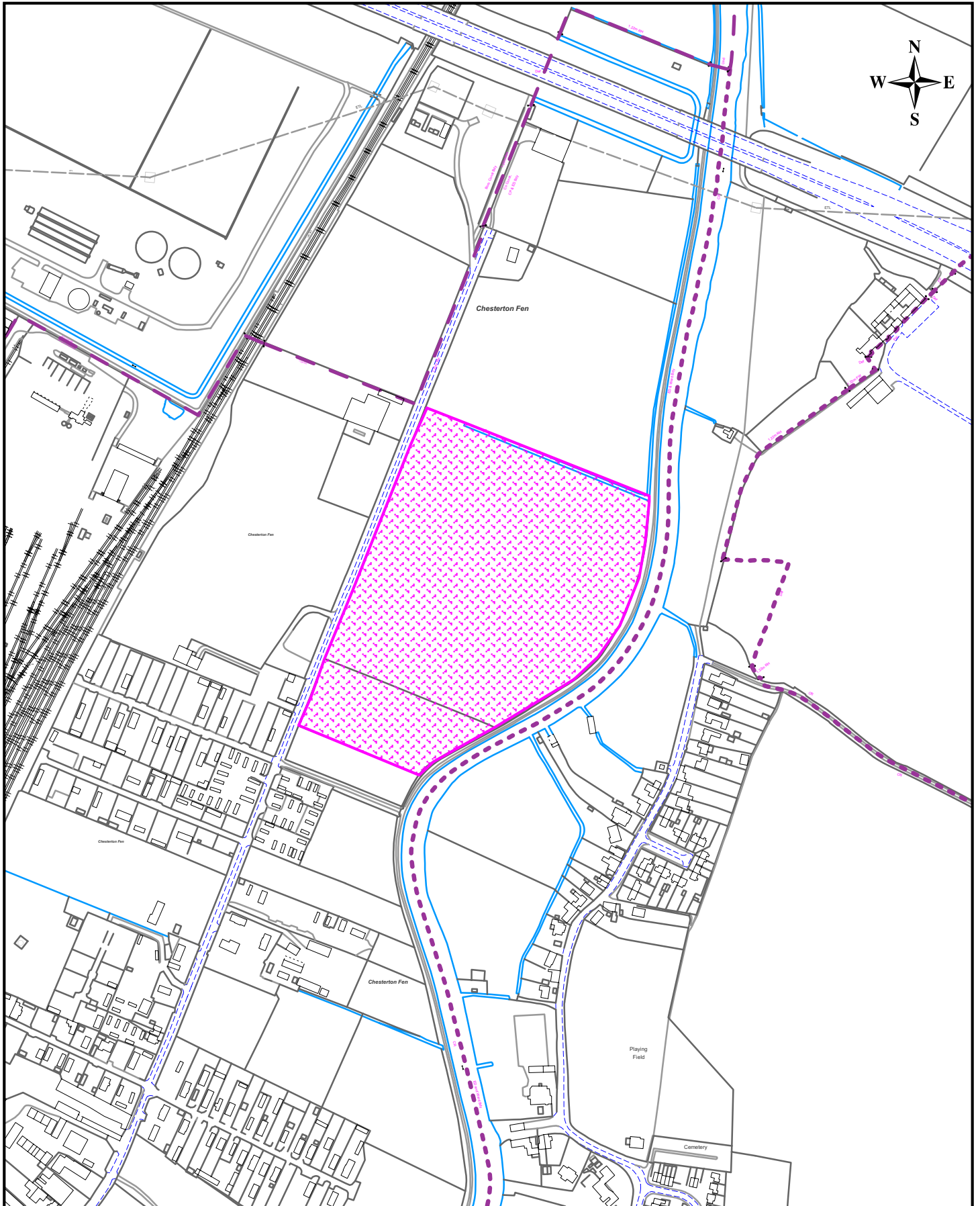
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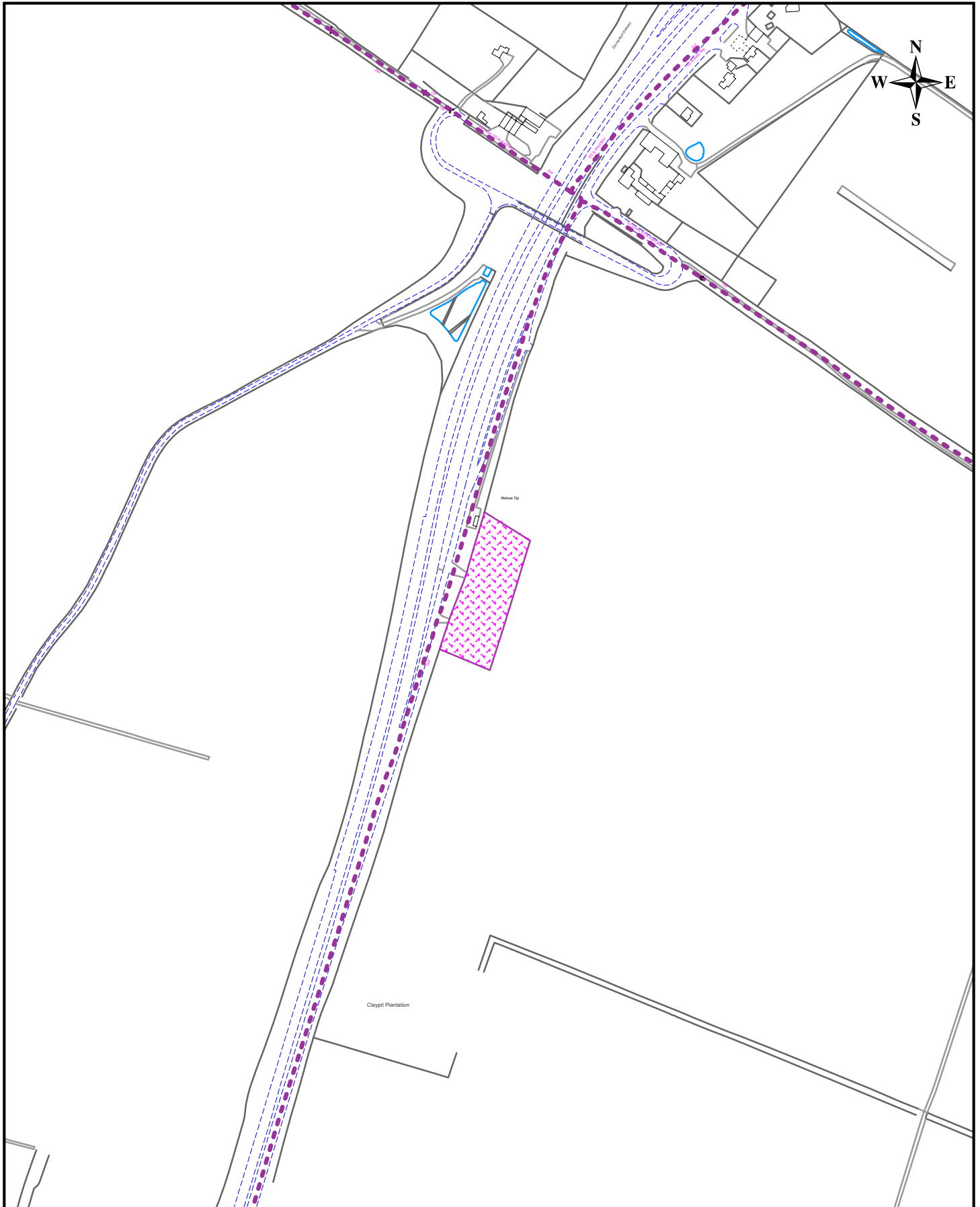
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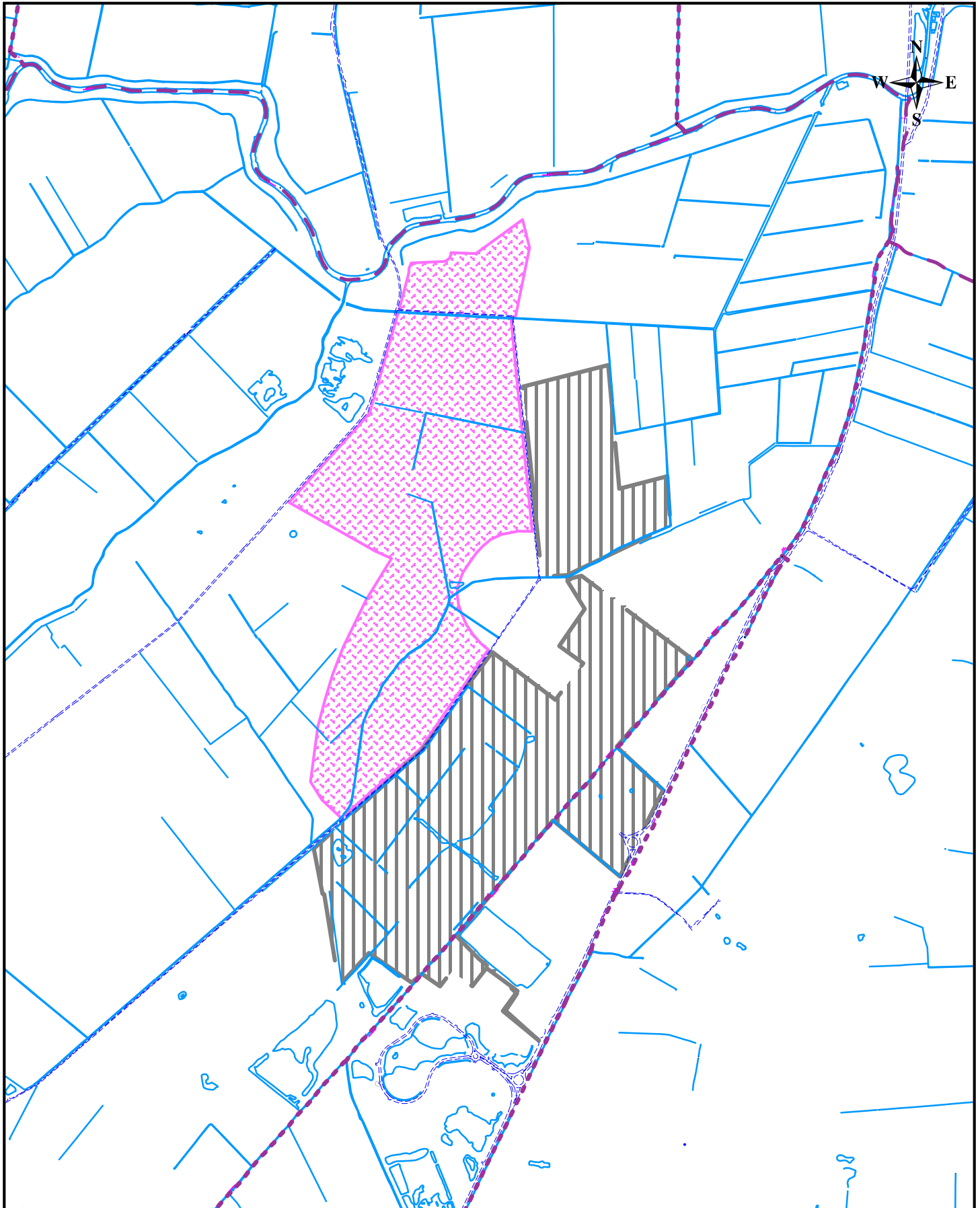
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South of Worsted Lodge, A11, Pampisford (Page 6328)
Waste Transfer Station
Proposed by: RPS for Dockerill construction Limited



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Date: 27/10/2008

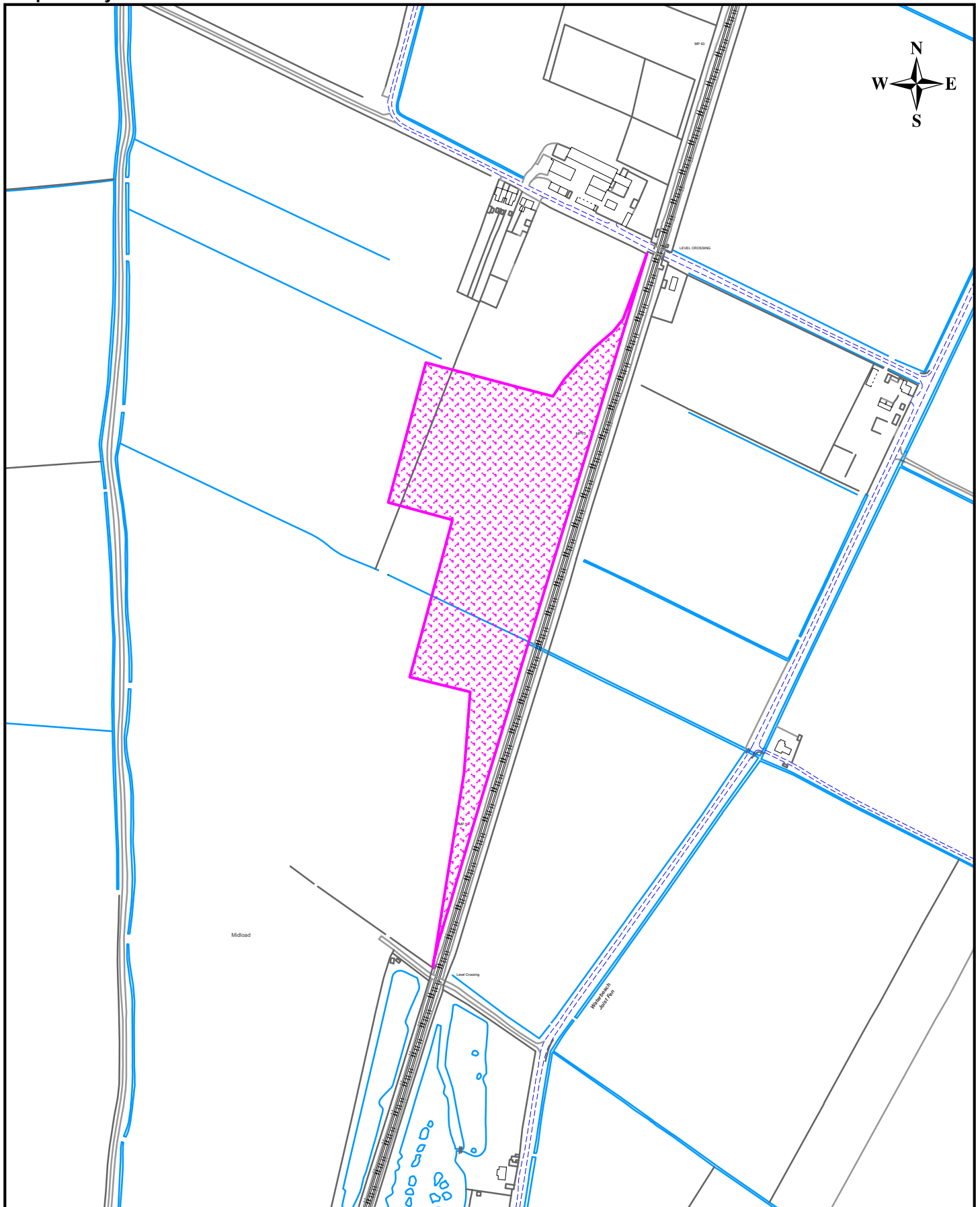
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Appendix B

New Sites Proposed during Preferred Options 2 consultation on Cambridgeshire and Peterborough Minerals and Waste Plan

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
Minerals					
1	Land at Hinxtan (South of A 505 near Whittlesford Bridge)	SS1 Site 57	Sand and Gravel extraction Site: 4.4 ha, reserves estimated at 170,000 tonnes Access by existing haul road on to the A1301	Bidwells on behalf of the Wellcome Trust Limited	<p>Site put forward because no sand and gravel sites proposed south of Cambridge in current MWDP by County Council. With proposed growth in Cambridge Sub Region there is a need for such an allocation according to the proposers of the site.</p> <p>Site adjacent to former borrow pit and haul road exists to A1301.</p> <p>Access Given that the need for the resource is in and around Cambridge this would mean that it would have to be transported by road. There is a good local road network with direct access to both the A11 and M11.</p> <p>The nearest properties are those in Whittlesford Bridge on opposite side of A505.</p> <p>Environmental Health comments Due to relatively distant buffer zones from residential and proximity to A505 it is likely that any operational noise will be masked to a degree by traffic noise.</p>

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Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>No objection in principle and would support this site as it already has an existing haul road.</p> <p>With appropriate buffer zones and careful design / layout of site operations and specific mitigation / abatement measures it should be possible to control noise and dust impact to an acceptable level.</p> <p>Conservation comments The River Cam is a County Wildlife site and appears to be a good habitat. Any extraction must not exaggerate low flows.</p> <p>Support in principle subject to routing agreements for transporting of the minerals and subject to measures to mitigate the matters raised by Environmental Health and Conservation.</p>
2	Covell's Drain , Swavesey	SS1 Site 58	Sand & gravel borrow pit for the A14 upgrade. (Site currently has permission to extract sand and gravel for the guided busway, but does not have permission to be taken off site)	M.Dickerson Ltd	<p>Site is north-west of Swavesey</p> <p>Access Sand and gravel would have to be transported through Swavesey or Fen Drayton to get to the A14, which is not an acceptable option when other borrowpits may be better located for supplying sand and gravel.</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>Environmental Health comments There is a residential property approximately 150m away.</p> <p>This site currently has County Council permission to extract sand and gravel for the guided busway, but it is understood that a condition restricts removal from the site via the public highway (County Ref No: S/00335/08/CM).</p> <p>The permission quoted has a number of conditions attached to mitigate the impact of onsite noise / dust generation on the local environment and there is restricted hours of operation.</p> <p>These conditions are agreeable and should remain. However the issue of noise impact off site vehicular/traffic noise on the public highway through local towns and villages requires consideration.</p> <p>Air Quality impact may be acceptable if this proposal is considered in isolation / individually. However the collective impact of all the A14 borrowpits may have a detrimental impact on local air quality. See main report for comments.</p> <p>Conservation issues – The site is on edge of a</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>County Wildlife site – Fen Drayton Lakes- that is being set up by the RSPB as a nature reserve to provide a resource for the increased population that will live eventually in the Cambridge Sub-region. Any additional extraction works must not affect its amenity value. The impact on the hydrological regime must be carefully considered.</p> <p>Object to this site.</p> <p>The use of this borrowpit would result in the sand and gravel having to be transported some distance through Swavesey or Fen Drayton. This would impact on the local roads and affect these local communities.</p> <p>Extraction work is likely to have a detrimental impact on the adjoining wildlife site.</p> <p>This would make the use of this borrowpit unacceptable to South Cambridgeshire District Council especially if other borrowpits are available in more environmentally acceptable locations.</p>
5	Corpus Christi, North of Offord Cluny (BP1)	SS1 Site 61	Clay borrowpit for A14 upgrade. Site 15ha	Costain Skanska	<p>This site is in Hunts DC.</p> <p>Environmental Health comments</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>With appropriate buffer zones and careful design / layout of site operations and specific mitigation / abatement measures it should be possible to control noise impact to an acceptable level.</p> <p>Air Quality impact may be acceptable if this proposal is considered in isolation / individually. However the collective impact of all the A14 borrowpits may have a detrimental impact on local air quality. See main report for comments.</p> <p>Conservation issues - It is located 750m from Portholme Meadow, which is a European Wildlife site. This site is considered in Habitat Regulation Assessment work so any impact on this is important. If as a result of the borrowpit the meadows are adversely affected this will impact on future plans that South Cambs may consider within its district since it is the cumulative impact that has to be considered in HRAs.</p> <p>Recognise potential disturbance of special species and /or the hydrological regime. These issues must be fully considered against the sites conservation objectives</p> <p>Also affect archaeological works and is half in flood zone 3.</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
6	New Barns Farm, Conington (BP2)	SS1 Site 62	Clay-General Fill borrowpit for A14 upgrade (approximately 20 ha proposed from within the identified area)	Costain Skanska	<p>Object to site The County Council must carry out a full Appropriate Assessment for this site before it can be considered for inclusion in the plan. The use of this site as a borrowpit would be unacceptable if it resulted in the deterioration of Portholme Meadows.</p> <p>Site is adjacent to A14. To south of road. In flood zone 1. Clay will be transported to the A14 off road thereby reducing its impact on the local road network.</p> <p>The site is very close to the settlement of Connington.</p> <p>Environmental Health comments New Barns Farm is immediately adjacent to the West and there are two other residential premises approximately 200 to 250 m away.</p> <p>Clay is to be transported directly to a boundary A14 embankment by on-site haul roads avoiding use of the public highway. This should reduce traffic noise off site.</p> <p>However, noise and dust from on-site operations have the potential to have an adverse impact. Assessment is required but with appropriate buffer zones in conjunction with</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>careful design / layout of site operations and specific mitigation / abatement measures it should be possible to control noise and dust impact to an acceptable level.</p> <p>Air Quality impact may be acceptable if this proposal is considered in isolation / individually. However the collective impact of all the A14 borrowpits may have a detrimental impact on local air quality. See main report for comments.</p> <p>Conservation comments Costain provided a detailed assessment of this site and was concerned for the impact on the ecology of the area. A previous ecological assessment relating to a proposed wind farm development showed that the agricultural land provides wintering habitat for a significant number of golden plover (crop type dependent)</p> <p>South Cams would object to this site if other borrowpits were available in more environmentally acceptable locations. If the site were used for extraction the impact on the golden plovers would have to be considered and it would also be subject to measures to mitigate the matters raised by Environmental Health</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
7	Brickyard Farm, Boxworth (BP3)	SS1 Site 63	Clay-General Fill borrowp pit for A14 upgrade (approximately 20 ha proposed from within the identified area)	Costain Skanska	<p>Site is adjacent to A14. To south of road. SW of Buckingham Business Park, Swavesey. In flood zone 1. It is north of Boxworth.</p> <p>Environmental Health comments Friesland Farm is immediately adjacent to the West and there are other residential premises approximately 300 m away at Grapevine Cottages to the South and Wayside House on the opposite side of A14.</p> <p>Clay is to be transported directly to a boundary A14 embankment via on-site haul roads avoiding use of the public highway. This should reduce traffic noise off site.</p> <p>However, noise and dust from on-site operations have the potential to have an adverse impact. Assessment is required but with appropriate buffer zones in conjunction with careful design / layout of site operations and specific mitigation / abatement measures it should be possible to control noise and dust impact to an acceptable level.</p> <p>Air Quality impact may be acceptable if this proposal is considered in isolation / individually. However the collective impact of all the A14 borrowpits may have a detrimental impact on local air quality. See main report for comments.</p>

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Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
8	Boxworth End Farm, North of Trinity Foot Junction (BP4)	SS1 Site 64	Clay-General Fill borrowpit for A14 upgrade Site: 14 ha	Costain Skanska	<p>Support this borrowpit in principle but would have to be subject to measures to mitigate the matters raised by Environmental Health</p> <p>Site very close to A14. To north of road. To NW of Buckingham Business Park. In flood zone 1.</p> <p>Environmental Health comments Wayside a residential property is approximately 150 m away and there is a light industrial estate with a 100 to 800m radius.</p> <p>Clay is to be transported directly to a boundary A14 embankment via on-site haul roads avoiding use of the public highway. This should reduce traffic noise off site.</p> <p>However, noise and dust from on-site operations have the potential to have an adverse impact. Assessment is required but with appropriate buffer zones in conjunction with careful design / layout of site operations and specific mitigation / abatement measures it should be possible to control noise and dust impact to an acceptable level.</p> <p>Air Quality impact may be acceptable if this</p>

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Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
9	South Trinity Foot Junction (BP5 east)	SS1 Site 65	Clay-General Fill borrowpit for A14 upgrade Site: 14 ha	Costain Skanska	<p>proposal is considered in isolation / individually. However the collective impact of all the A14 borrowpits may have a detrimental impact on local air quality. See main report for comments.</p> <p>Support this borrowpit in principle but would have to be subject to measures to mitigate the matters raised by Environmental Health</p> <p>Site close to A14. To south of road. To NE of Lolworth.</p> <p>Environmental Health comments There are residential properties at Lolworth are approximately 150 m away and The Grange approximately 110 m away.</p> <p>Clay is to be transported a short distance directly to the A14 embankment via on-site haul roads avoiding use of the public highway. This should reduce traffic noise off site.</p> <p>However, noise and dust from on-site operations have the potential to have an adverse impact. Assessment is required but with appropriate buffer zones in conjunction with careful design / layout of site operations and specific mitigation / abatement measures it should be possible to control noise and dust</p>

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Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
10	South Trinity Foot Junction (BP 5 west)	SS1 Site 66	Clay-General Fill borrowpit for A14 upgrade Site: 14ha	Costain Skanska	<p>impact to an acceptable level.</p> <p>Air Quality impact may be acceptable if this proposal is considered in isolation / individually. However the collective impact of all the A14 borrowpits may have a detrimental impact on local air quality. See main report for comments.</p> <p>South Cambs would not support this site if other borrowpits were available in more environmentally acceptable locations however if used it would have to be subject to measures to mitigate the matters raised by Environmental Health</p> <p>Site close to A14. To south of road. To N of Lolworth</p> <p>Lolworth is relatively close to the borrowpit.</p> <p>Environmental Health comments Clare College farm is adjacent to the site and there are residential properties relatively close at Hill Farm Cottages on the opposite side of A14 at approximately 100 m. Lolworth lies approximately 400 m to the South East.</p> <p>Clay is to be transported directly to the A14 embankment via on-site haul roads avoiding use of the public highway. This should reduce</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>traffic noise off site.</p> <p>However, noise and dust from on-site operations have the potential to have an adverse impact. Assessment is required but with appropriate buffer zones in conjunction with careful design / layout of site operations and specific mitigation / abatement measures it should be possible to control noise and dust impact to an acceptable level.</p> <p>Air Quality impact may be acceptable if this proposal is considered in isolation / individually. However the collective impact of all the A14 borrowpits may have a detrimental impact on local air quality. See main report for comments.</p> <p>Support this borrowpit in principle but would have to be subject to measures to mitigate the matters raised by Environmental Health</p>
11	North Bar Hill, Noon Folly Farm (BP6)	SS1 Site 67	Clay-General Fill borrowpit for A14 upgrade Site: 10ha	Costain Skanska	<p>Site close to A14. To north of road. To E of new Bar Hill junction.</p> <p>Bar Hill 150m away but it is the industrial park so lesser impact than if residential properties.</p> <p>Environmental Health comments Noon Folly Farm lies approximately 200 m to the North and Bar Hill is approximately 160 m</p>

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Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>on the opposite side of A14.</p> <p>Noise and dust from on-site operations have the potential to have an adverse impact. Assessment is required but with appropriate buffer zones in conjunction with careful design / layout of site operations and specific mitigation / abatement measures it should be possible to control noise and dust impact to an acceptable level.</p> <p>Air Quality impact may be acceptable if this proposal is considered in isolation / individually. However the collective impact of all the A14 borrowpits may have a detrimental impact on local air quality. See main report for comments.</p> <p>Conservation comments Near enough to Cambridge Airport to have potential impact on safety because of bird strike. The watercourse flowing from Bar Hill provides habitat for water voles.</p> <p>Support this borrowpit in principle but would have to be subject to measures to mitigate the matters raised by Environmental Health and Conservation.</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
12	North Dry Drayton Junction, Slate Hall Farm (BP7)	SS1 Site 68	Clay – General Fill borrowpit for A14 upgrade Site: 20 ha	Costain Skanska	<p>Site close to A14. To north of road.</p> <p>The site is adjacent to the Cambridge Crematorium and South Cambs would not consider this an appropriate location for a borrowpit.</p> <p>Environmental Health comments Hackers Fruit Farm and residential at Catch Hall Farm Cottages (6 properties) are approximately 90m away.</p> <p>Cambridge Crematorium is approximately 100 m away and should be afforded a reasonable degree of peace and tranquility.</p> <p>Clay is to be transported directly to the A14 embankment via on-site haul roads but there may be some movements South via Dry Drayton over the nearby bridge.</p> <p>Noise and dust from on-site operations have the potential to have an adverse impact. Assessment is required but with appropriate buffer zones in conjunction with careful design / layout of site operations and specific mitigation / abatement measures it should be possible to control noise and dust impact to an acceptable level.</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
13	North Junction 14, Grange Farm (BP8)	SS1 Site 69	Clay borrowpit for A14 upgrade Site: 15ha	Costain Skanska	<p>Air Quality impact may be acceptable if this proposal is considered in isolation / individually. However the collective impact of all the A14 borrowpits may have a detrimental impact on local air quality. See main report for comments.</p> <p>Conservation issues - Near enough to Cambridge Airport to have potential impact on safety because of bird strike. It is believed that there are some veteran oak trees, which would need to be assessed for biodiversity value.</p> <p>The site is located within Green Belt. Whilst recognising that borrowpits are temporary in nature South Cambs would not support locating borrowpits within the Green Belt if other less sensitive borrowpit locations could be used instead.</p> <p>Object to site given its proximity to the Crematorium and the site being within the Green Belt.</p> <p>Site close to A14. To north of road and close to Girton junction</p> <p>Site within Flood zone 2 and 3, adjacent to Beck Brook so could impact surface water of area. South Cambs is concerned at the flood risk</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>implications of using this site and the subsequent impact on the watercourses in this area when the land is restored afterwards. The future restoration of this site could provide the opportunity for a wetland reserve to be created.</p> <p>Near enough to Cambridge Airport to have potential impact on safety because of bird strike</p> <p>The site is located within Green Belt. Whilst recognising that borrowpits are temporary in nature South Cambs would not support locating borrowpits within the Green Belt if other less sensitive borrowpit locations could be used instead.</p> <p>Environmental Health comments Residential properties are in close proximity at Grange Farm and Catch Hall both approximately 40-50 metres away.</p> <p>Clay is to be transported directly to a boundary A14 embankment via on-site haul roads avoiding use of the public highway. This should reduce traffic noise off site.</p> <p>However, noise and dust from on-site operations have the potential to have an adverse impact. Assessment is required but with appropriate buffer zones in conjunction with</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
14	South Junction 14 (BP9)	SS1 Site 70	Clay-General Fill borrowpit for A14 upgrade Site: 16 ha	Costain Skanska	<p>Careful design / layout of site operations and specific mitigation / abatement measures it should be possible to control noise and dust impact to an acceptable level.</p> <p>Air Quality impact may be acceptable if this proposal is considered in isolation / individually. However the collective impact of all the A14 borrowpits may have a detrimental impact on local air quality. See main report for comments.</p> <p>South Cambs would not support this site if other borrowpits were available in more environmentally acceptable locations however if used it would have to be subject to measures to mitigate the matters raised by Environmental Health and to concerns about the impact on the watercourses in this area once the land is restored after the A14 upgrade is completed.</p> <p>Site close to A14. To south of road and close to Girton junction. Site within Flood Zone 1</p> <p>A right of way crosses the site and its future would need to be safeguarded.</p> <p>The restoration of this site could provide an opportunity to provide a wetland reserve with</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>public access.</p> <p>Near enough to Cambridge Airport to have potential impact on safety because of bird strike</p> <p>The site is located within Green Belt. Whilst recognising that borrowpits are temporary in nature South Cambs would not support locating borrowpits within the Green Belt if other less sensitive borrowpit locations could be used instead.</p> <p>Environmental Health comments Beck Brook Farm is approximately 200 metres away.</p> <p>Clay is to be transported directly to the A14 / M11 junction and the A14 embankment via on-site haul roads.</p> <p>Noise and dust from on-site operations have the potential to have an adverse impact. Assessment is required but with appropriate buffer zones in conjunction with careful design / layout of site operations and specific mitigation / abatement measures it should be possible to control noise and dust impact to an acceptable level.</p> <p>Air Quality impact may be acceptable if this</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
15.	Existing waste management park, including Cottenham proposals (shown in SS1-16, SS1-35 and SS2-1).	SS1 Site 71	Extraction of Engineering Clay	M.Dickerson Ltd & Donarbon Waste Management	<p>proposal is considered in isolation / individually. However the collective impact of all the A14 borrowpits may have a detrimental impact on local air quality. See main report for comments.</p> <p>South Cambs would not support this site if other borrowpits were available in more environmentally acceptable locations. However if used it would have to be subject to measures to mitigate the matters raised by Environmental Health and its restoration when construction of the A14 is completed could provide an opportunity to provide a wetland reserve with public access.</p> <p>This site was included in the MWDP Preferred Options 2 consultation as a strategic allocation for sand and gravel extraction. The extent of the allocation doubled in size and the Council had expressed its concern in its response to the County in 2008. It has now been proposed as an allocation for engineering clay.</p> <p>The proposers of the allocation state that sites should have been allocated for clay within the MWDP because with the planned growth in Cambridge Sub-region there will be a need for clay. They also say that once excavated the site could be used for inert landfill and then restored.</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>This larger scale of operation with both clay and sand and gravel extraction is likely to generate increased traffic and the Council would want this mineral traffic to be kept away from the B roads and onto the A10. The likely additional traffic movements should not adversely affect the residents of Cottenham or the Travellers on the nearby Smithy Fen.</p> <p>Environmental Health comments The proposed area contains several isolated extraction pits which have been filled with unknown material at locations (548512, 270376); (547850, 269268); (547844, 270761) and (548119, 270902). These should be taken into consideration should further extraction be undertaken in this area. These areas have been highlighted for further investigation under part 2a of Contaminated Land Regulations.</p> <p>There are a number of sensitive receptors adjacent to the site; residential development including a travellers' / caravan site at Smithy Fen is in close proximity to the area identified. Without details of vulnerable receptors and an environmental and health impact assessment it is difficult to evaluate this site.</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
17	Milton Landfill Site, Milton	SS1 Site 73	Clay extraction for the A14 upgrade– quantity 200,000m3	Costain Skanska	<p>Object to this site.</p> <p>The Council is concerned that the site is being considered for clay extraction, which will result in additional impacts on the local road network and on the nearby communities at Smithy Fen and within Cottenham. If clay is to be extracted and removed from the site as well as the sand and gravel the impact is likely to be far greater. Consideration must also be given to the filled extraction pits as highlighted by Environmental Health.</p> <p>The County must provide further information about the site before this Council can evaluate the site for the proposed additional allocation. Without details of vulnerable receptors and an environmental and health impact assessment it is difficult to evaluate this site.</p> <p>No detailed map of extent of site provided by Costain Skanska. Site relatively close to A14 and it could be assumed that access will be via haul roads rather than the existing road network.</p> <p>The site is located within Green Belt. Whilst recognising that borrowpits are temporary in</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>nature South Cambs would not support locating borrowpits within the Green Belt if other less sensitive borrowpit locations could be used instead.</p> <p>Environmental Health comments The proposed site already covered by landfill licence ref LS 109. Aerial photographs indicate that the proposed area has only recently started extracting and has not yet been infilled. The whole site has been highlighted for further investigation under part 2a Contaminated Land regulations.</p> <p>There are a number of farmhouses within 200m of the site to North and there is Blackwell Travellers / Caravan site to the South.</p> <p>There is potential for adverse impact on these properties in terms of noise and dust. The impact on residents should be assessed further and appropriate measures taken to mitigate the effects if necessary.</p> <p>However, the existing farmhouses are already close to the current main landfill site entrance of Butts Lane, so any additional impact is likely to be negligible, providing hours of operation are similar.</p>

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Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					South Cambs would not support this site if other borrowpits were available in more environmentally acceptable locations. However if used it would have to be subject to measures to mitigate the matters raised by Environmental Health
Waste Recycling and Recovery					
21	Land West of A10, Hauxton	SS4 Site 125	Area of Search for a (Household) Recycling Centre to serve south Cambridge and outlying villages	Bidwells on behalf of Jesus College	<p>Extensive area to south and west of A10 /M11 junction at Hauxton. Not included in areas of search used by County Council in searching for suitable site for HRC.</p> <p>The site is within the Green Belt and within flood zone 3. It is located at some distance from the communities that a HRC would be serving.</p> <p>Much of site is located away from road therefore access would be a problem.</p> <p>South Cambs objected to the proposal to have a HRC on the Bayer Cropscience site when the County Council proposed it.</p> <p>Environmental Health comments The proposed site surrounds the Bayer</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>CropScience site, which has been legally determined as Contaminated Land under Part 2a. An application for planning permission for the remediation of the site has recently been submitted, is still under consultation and has not yet been determined. The surrounding land/fields may contain groundwater contaminated with volatile solvents and any change of use may require a contaminated land condition to mitigate impact and or remediate as necessary.</p> <p>The site generally acceptable but allocation of the area of land to the South currently known as Rectory Farm is of concern. This area is immediately adjacent to residential on High Street, Harston.</p> <p>Noise, dust, odour and possibly bioaerosols may have an adverse impact that will require careful assessment.</p> <p>Appropriate buffer zones will be required in conjunction with careful design / layout of site operations and specific mitigation / abatement measures to minimise impact and to protect health and wellbeing of residents.</p> <p>As this is a new development it should be possible to ensure minimal environmental</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
22	Land at Chesterton Fen	SS4 Site 126	(Household) Recycling Centre for north Cambridge and inert waste recycling centre Site: 7.4 ha Access: from Fen Road, Chesterton	Bidwells on behalf of Jesus College	<p>impact at the design stage by incorporating intrinsic mitigation measures.</p> <p>Conservation comments This is between two County Wildlife sites – River Cam and River Rhee. Otters are known to use both watercourses. Land to east of the River Cam is subject of a river restoration scheme and adjacent land is being set up as a community riverside park. Amenity impact would be significant if a HRC was to be located here.</p> <p>Object to locating a HRC on any of the land put forward since it is highly unsuitable being at too great a distance from the population, which would be using the facility and it would be in a sensitive ecological area.</p> <p>Site is adjacent to Traveller community and neither use being proposed would make good neighbour.</p> <p>Site is in Green Belt adjacent to the river and is in flood zone 3. It is a site that if developed would be highly visible. It is opposite Fen Ditton village.</p> <p>Access</p>

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Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>Access to site would be along Fen Road, which is at capacity. Any additional traffic using the road to access a HRC or the inert recycling centre would not be possible.</p> <p>Environmental Health comments The site is immediately adjacent to several permanent residential Travellers / Caravan sites, the closest Sandy Park been only 20 metres away. There are also residential across the river Cam at Green End approximately 100 metres way.</p> <p>The only access to the site is Fen Road, which is already a relatively busy road during the daytime. As the number of vehicle movements associated with waste recycling centres can be high, there may be an unacceptable increase in traffic noise.</p> <p>Noise, dust, odour and bioaerosol generation also have the potential to have an adverse impact on amenity, health and quality of life.</p> <p>The significance of impact / effect should be assessed by undertaking Health and Environmental Impact Assessments, respectively.</p> <p>Object to this site. The site is unsuitable for</p>

Appendix B

Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
24	South of Worsted Lodge, A11, Pampisford	SS4 Site 128	Waste Transfer Station (Site also currently subject to a retrospective planning application for retention of the Waste Transfer Station)	RPS for Dockerill construction Limited	<p>locating either a HRC or for inert recycling facilities as highlighted in the comments made by Environmental Health. It is in the Green Belt in a sensitive location and very close to residential properties.</p> <p>Site is to west of A11. Currently subject to a planning application being considered by the County Council. South Cambs has submitted its comments on this application which were as follows-</p> <p>1 - Site outside development framework and within rural countryside. Proposed use is not essential use in countryside.</p> <p>2 – Proposed change of use of land to recycling and processing of inert road materials is inappropriate development in the countryside.</p> <p>Environmental Health comments Nearest residential is Chalkhill Farm to the west and Worsted Lodge to the North, approximately 600 and 400 metres away respectively.</p> <p>The site has previously operated on a temporary basis with a waste transfer type use in the form of road construction compound or similar. I understand a full planning application has been recently submitted for use as a waste transfer site.</p>

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Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>Due to relatively distant buffer zones from residential and proximity to A11 / junctions noise will be masked to a degree by traffic noise.</p> <p>No objections in principle.</p> <p>We would support this site as it has previously operated in a similar manner without complaint. It should be possible to have appropriate buffer zones with careful design / layout of site operations and specific mitigation / abatement measures to minimise noise impact to an acceptable level.</p> <p>Object to the site since it is located in rural countryside, outside of the development framework and is not an essential or appropriate use for this location.</p>
28	Cottenham. SS1-16 area within the preferred area shown on profile M3	SS4 Site 132	Inert landfill and restoration back to agriculture (following sand and gravel extraction)	M.Dickerson Ltd & Donarbon Waste Management	<p>Related to proposal for engineering clay extraction.</p> <p>See comments for site 15</p>
Railhead					
36	North of	SS4 Site	Relocate aggregate sidings	Network	This is an alternative site to the uses proposed

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Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
	Waterbeach	139	from Chesterton and to facilitate London waste rail transfer	Rail	<p>at Chesterton Sidings for freight and aggregate yard. Policy TR/5 Rail Freight Interchanges promote use of rail for freight movements – in principle this proposals is acceptable.</p> <p>New road will pass close to and south of Denny Abbey, which is a Scheduled Ancient Monument. The setting of the abbey would need to be protected.</p> <p>Note that road passes through areas of Flood Zone 2/3 and that access to A10 is limited to left in / left out, which is sensible.</p> <p>Environmental Health comments</p> <p>There are a number of residential premises to the North with Bannold Box Cottages x 6, New Farm and Bannold Crossing Cottage. Hinge Farm is to the East. The closest residential premises are approximately 70 to 100 metres away from the proposed site.</p> <p>There can be considerable environmental disruption related to a development of this nature due to potential incompatibility with existing residential uses in a quiet rural location with low background noise levels (in absence of train movements). As the number of vehicle movements associated with aggregate depots can be high, it is therefore essential that the access is good and the surrounding roads are</p>

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Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>capable of accepting high volumes of traffic. The proposed traffic route appears to avoid direct passing the frontages of existing residential.</p> <p>However, noise / vibration, dust, odour and possibly bioaerosol generation from aggregate sidings /and containerised waste transfer may have an adverse impact on amenity, health and quality of life.</p> <p>The significance of impact / effect should be assessed by undertaking Health and Environmental Impact Assessments, respectively.</p> <p>Air quality associated with traffic movements may also need consideration and assessment.</p> <p>Appropriate buffer zones in conjunction with careful design / layout of site operations and specific mitigation / abatement measures will be required to minimise impact and to protect health and wellbeing of residents.</p> <p>There is concern about the location of this site and due to the close proximity of residential premises, 24-hour use is unlikely to be acceptable. Restricted hours of operation for the site would be recommended: operations /</p>

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Ref no in consultation	Site location	Site Ref.	Description of Proposed Use	Proposed by	Comment
					<p>vehicle and train arrivals / deliveries restricted to 0800hrs to 1800hrs Mon –Fri, 0800 – 1300 hrs Saturday, No use on Sundays / Public Holidays.</p> <p>Where adverse environmental effects cannot be adequately controlled or mitigated through the design of proposals or the attachment of conditions, planning permission should be refused.</p> <p>Support in principle the relocating of the freight and aggregate yard to this location subject to the concerns of proximity to Denny Abbey and to the road being in flood zone. Consideration would also have to be given to the matters raised by Environmental Health.</p>

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: New Communities Portfolio Holder 10 March 2009
AUTHOR/S: Chief Executive Principal Accountant (General Fund and Costing)

**FINANCIAL MONITORING REPORT
NEW COMMUNITIES PORTFOLIO EXPENDITURE TO 31 JANUARY 2009**

Purpose

1. This report compares the actual revenue and capital expenditure to 31 January for the Community Services Portfolio with the annual budget for the year ending 31 March 2009, for the information of the Portfolio Holder and officers.

Background

2. In general, it is intended that financial reports will be presented to portfolio holders approximately every three months, depending on meeting dates. This report is the second monitoring report to the portfolio holder for the 2008-09 year. In addition, the New Communities revised estimates were reported to the Portfolio Holder in January.
3. The reports exclude recharges and other year-end transactions. These recharges are calculated for the original estimates in December before the start of the financial year, then recalculated for the revised estimates and finalised as soon as possible after the year-end.
4. The reported figures are summarised in Appendix A. Appendix B shows the full detail of the revenue expenditure. The working budget figures are the revised estimates. There have been no additional virements.
5. Grant expenditure is shown on a commitments basis to 31 January, whereas other expenditure is on a payments/receipts basis.
6. The financial position of the Council as a whole up to 31 January was reported to the Cabinet on 12 February. The known areas of variance from the original estimates were amended in the revised estimates. Within this portfolio, the Planning Policy expenditure was significantly reduced to account for rapid changes that had arisen in the last few months.

Considerations

7. Total Revenue Expenditure: under by £236K
The portfolio revenue expenditure to 31.01.09 shows £296,594 spent out of a budget of £532,810 (56% spent). This expenditure is very low, considering there are only two additional months to the end of the year. However, the final figures will include accruals for all unpaid services, whereas these figures are payments to date. Also, in recent years, considerable expenditure on Community Development, Sports Development and Arts Development has taken place very close to the end of the year and the officers have ensured that these services have been fully spent. Generally, the final actual expenditure is likely to be close to the revised estimate, but the outcome of Planning Policy expenditure is still difficult to ascertain due to the uncertainty of outstanding planning inspector fees (see paragraph 9). Commentary on

each of the services, based on information given by the spending officers, is covered below, starting with the most under spent to date.

8. Sports Development Revenue Expenditure: under by £70K
The portfolio revenue expenditure to 31.01.09 shows £26,941 spent out of a budget of £96,920 (28% spent). This expenditure (mostly Dual Use Projects) is currently being allocated and should be fully spent by the end of the year.
9. Planning Policy Revenue Expenditure: under by £67K
The Planning Policy revenue expenditure to 31.01.09 shows £53,084 spent out of a budget of £120,300 (44%) spent. There are savings on the Housing Market Assessment and some SPD costs, but these are compensated by extra expenditure needed on Hanley Grange and North West Cambridge Landscape Assessments. SPD costs relating to Biodiversity and Listed Buildings (£8K) will not now arise until next year and will therefore be an under spending in the current year. However, the final position on this service appears to depend on the amount owing in respect of planning inspector's fees for 2007-08 and 2008-09, but the invoices will not be received until next year. An estimate has been requested and any response will be reported at the meeting.
10. Community Development Revenue Expenditure: under by £34K
The Community Development revenue expenditure to 31.01.09 shows £31,530 spent out of a budget of £65,150 (48%) spent. Project and grant expenditure should all be spent by the year-end, but some of the one-off Community Facilities Audit budget will still be outstanding, so that a rollover will be requested.
11. Sustainability Revenue Expenditure: under by £32K
The Sustainability revenue expenditure to 31.01.09 is £10,345 spent out of a budget of £42,410 (24% spent). The remaining carbon emissions and other projects should be substantially complete at the end of the year.
12. Growth Agenda Revenue Expenditure: under by £17K
The Growth Agenda revenue expenditure to 31.01.09 is £87,916 spent out of a budget of £105,580 (83% spent). The outstanding expenditure relates to Orchard Park (£10.5K) and Cambourne (£5K). No further expenditure is anticipated in the current year, but the provisions will be needed next year. Orchard Park expenditure is this Council's one-off contribution to partnership expenditure that needs to be carried forward either by means of rollover or being reserved.
13. Arts Revenue Expenditure: under by £15K
The Arts revenue expenditure to 31.01.09 is £86,778 spent out of a budget of £102,450 (85% spent). The remaining expenditure should be fully spent by the end of the year.
14. Capital Grant Expenditure (Sports, Community and Arts grants): under by £150K
The capital expenditure committed to date is £89,462 against an available estimate of £240,000 (37%). Despite the large amount still outstanding, the balance should be allocated before the end of the year. The largest balance remaining is on Village Sports Facility grants (£96K), but a grant of £50K relating to Sawston is imminent.
15. Other Capital Expenditure: Climate Change
The capital expenditure of £25,000 relating to the above will not be spent until next year, but this is specifically funded by the Local Strategic Partnership Board. It will be carried forward to next year.

Implications

16.	Financial	None
	Legal	None
	Staffing	None
	Risk Management	None
	Equal Opportunities	None

Consultations

17. The cost centre managers have been informed of the expenditure and grant details and budgets.

Effect on Annual Priorities and Corporate Objectives

18.	Work in partnership to manage growth to benefit everyone in South Cambridgeshire now and in the future	None
	Deliver high quality services that represent best value and are accessible to all our community	None
	Enhance quality of life and build a sustainable South Cambridgeshire where everyone is proud to live and work	None

Conclusions/Summary

19. The revenue expenditure comments are in paragraphs 7 to 13. It is projected that there may be some under spending on Planning Policy, but the position depends on how much the planning inspectors will charge for work going back over two years. Some rollovers for unspent one-off expenditure on the Community Facilities Audit and Growth Area initiatives at Orchard Park and Cambourne will be sought, but other New Communities service expenditure is expected to be close to the revised estimates.
20. The capital expenditure comments are in paragraph 14 to 15. The projected actual expenditure should be close to the revised estimates, but the externally funded climate change capital expenditure will now commence in 2009-10

Recommendations

21. The Portfolio Holder is requested to note the report.

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

Budget files, grant decisions and the financial management system.

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APPENDIX A

New Communities Portfolio

Recharges removed below
Grants on commitment basis
Non-grants on payments/receipts basis

To 31/01/09 2008-09 MONTH 10

Actual 2007/08 £	Revised Estimate 2008/09 £	less central recharges £	Virement/ other y/end recharges £	Adjusted Estimate ex.recharge £	net payments to date £	Grants committed £	Adjust- ments £	Adjusted expenditure to date £	% spent to date	Variance to budget £	Additional notes to budget
NEW COMMUNITIES PORTFOLIO											
REVENUE											
179,026	183,840	(118,690)	0	65,150	25,060	6,470	0	31,530	48%	33,620	
178,740	146,990	(50,070)	0	96,920	26,941	0	0	26,941	28%	69,979	
136,927	149,320	(46,870)	0	102,450	86,778	0	0	86,778	85%	15,672	
91,383	109,410	(67,000)	0	42,410	10,345	0	0	10,345	24%	32,065	
534,472	1,038,080	(1,456,250)	523,750	105,580	87,916	0	0	87,916	83%	17,664	
698,529	653,070	(559,470)	26,700	120,300	53,084	0	0	53,084	44%	67,216	
<u>1,819,077</u>	<u>2,280,710</u>	<u>(2,298,350)</u>	<u>550,450</u>	<u>532,810</u>	<u>290,124</u>	<u>6,470</u>	<u>0</u>	<u>296,594</u>	<u>56%</u>	<u>236,216</u>	IN HAND
CAPITAL GRANTS											
162,023	0	0	0	0	0	0	0	0	0	0	Programme ended 2007/08
30,448	100,000	0	0	100,000	3,559	3,559	0	3,559	4%	96,441	Steeple Morden pavilion £40K added back
9,860	100,000	0	0	100,000	80,103	80,103	0	80,103	80%	19,897	
39,009	40,000	0	0	40,000	5,800	5,800	0	5,800	15%	34,200	
<u>241,340</u>	<u>240,000</u>	<u>0</u>	<u>0</u>	<u>240,000</u>	<u>89,462</u>	<u>89,462</u>	<u>0</u>	<u>89,462</u>	<u>37%</u>	<u>150,538</u>	IN HAND
OTHER CAPITAL EXPENDITURE											
137,280	0	0	0	0	0	0	0	0	0	0	
0	25,000	0	0	25,000	0	0	0	0	0	25,000	
<u>378,620</u>	<u>265,000</u>	<u>0</u>	<u>0</u>	<u>265,000</u>	<u>89,462</u>	<u>89,462</u>	<u>0</u>	<u>89,462</u>	<u>34%</u>	<u>175,538</u>	IN HAND

APPENDIX B

Actual 2007/08 £	NEW COMMUNITIES PORTFOLIO	Revised Estimate 2008/09 £	Actual to 31/01/09 2008/09 £	% spent %	In hand/ (overspent) 2008/09 £	Comments
NET EXPENDITURE SUMMARY (excluding recharges, capital charges and year end entries)						
	Grants on commitment basis					
	Non-grants on payments/receipts basis					
42,539	Community Development	65,150	31,530	48%	33,620	
126,403	Sports Development	96,920	26,941	28%	69,979	
91,643	Arts	102,450	86,778	85%	15,672	
22,192	Sustainability	42,410	10,345	24%	32,065	
35,229	Growth Agenda	105,580	87,916	83%	17,664	
142,453	Planning Policy	120,300	53,084	44%	67,216	
<u>460,459</u>	TOTAL NET REVENUE EXPENDITURE (carried to General Fund Summary)	<u>532,810</u>	<u>296,594</u>	56%	<u>236,216</u>	
	Analysis of Total Net Expenditure					
460,459	Direct Costs	532,810	296,594	56%	236,216	
1,622,702	Recharges from Staffing and Overhead Accounts	2,298,350				
(1,622,702)	REMOVE Recharges from Staffing and Overhead A/Cs	(2,298,350)				
(45,760)	Deferred Capital Charges/Capital Charges	(2,930)				
45,760	REMOVE Deferred Capital Charges/Capital Charges	2,930				
(264,084)	Grant towards recharges (HPDG/Camb Horizons)	(593,280)				
264,084	REMOVE Grant re recharges (HPDG/Camb Horizons)	593,280				
<u>460,459</u>	TOTAL NET REVENUE EXPENDITURE	<u>532,810</u>	<u>296,594</u>		<u>236,216</u>	

Actual 2007/08 £		Revised Estimate 2008/09 £	Actual to 31/01/09 2008/09 £	% spent %	In hand/ (overspent) 2008/09 £	
COMMUNITY DEVELOPMENT						
EXPENDITURE						
Supplies and Services						
9,990	Community Development Grants	10,250	6,470	63%	3,780	
24,440	Community Development Projects	13,400	7,133	53%	6,267	
8,109	Consultancy	9,120	9,672	106%	(552)	
0	Community Facilities Audit	32,380	8,255	25%	24,125	
35,000	Section 106 Costs	15,000	15,000	100%	0	see matching income below
Central, Departmental and Support Services excluded (year end only)						
136,487	Total services on previous basis	0				
	Chief Officers and Housing Futures	2,360				
	Community and Customer Services	14,300				
	Corporate Services	23,390				
	New Communities	68,870				
	Planning Services	4,380				
	Affordable Homes	4,080				
	Health and Environmental Services	1,310				
(136,487)	REMOVE Central, Departmental and Support Services	(118,690)				
<u>77,539</u>		<u>80,150</u>	<u>46,530</u>	58%	<u>33,620</u>	
INCOME						
(35,000)	Section 106 Costs Recoverable	(15,000)	(15,000)	100%	0	see matching exp. above
<u>42,539</u>	NET EXPENDITURE carried to Portfolio Summary	<u>65,150</u>	<u>31,530</u>	48%	<u>33,620</u>	
SPORTS DEVELOPMENT						
EXPENDITURE						
Supplies and Services						
52,495	Dual Use Operational Projects	53,840	260	0%	53,580	but £22k spent as at 26Feb
70,808	Sports Development Projects	43,080	26,681	62%	16,399	
3,100	Equipment (grant plaques)	0	0		0	
Central, Departmental and Support Services excluded (year end only)						
52,337	Total services on previous basis	0				
	Chief Officers and Housing Futures	410				
	Corporate Services	4,110				
	New Communities	40,700				
	Planning Services	2,840				
	Health and Environmental Services	2,010				
(52,337)	REMOVE Central, Departmental and Support Services	(50,070)				
<u>126,403</u>	NET EXPENDITURE carried to Portfolio Summary	<u>96,920</u>	<u>26,941</u>	28%	<u>69,979</u>	

Actual 2007/08 £		Revised Estimate 2008/09 £	Actual to 31/01/09 2008/09 £	% spent %	In hand/ (overspent) 2008/09 £	
ARTS DEVELOPMENT						
	Supplies and Services					
13,216	Arts Partnership Support	6,000	7,200	120%	(1,200)	
33,427	Arts Development Projects	29,450	13,328	45%	16,122	
45,000	Dual Use Arts Programme	62,000	61,250	99%	750	
69,496	Section 106 Costs/Public Art Costs	55,000	34,888	63%	20,112	see matching income below
0	Arts Service Review	5,000	5,000	100%	0	
	Central, Departmental and Support Services				excluded (year end only)	
45,284	Total services on previous basis	0				
	Chief Officers and Housing Futures	410				
	Corporate Services	3,940				
	New Communities	42,520				
(45,284)	REMOVE Central, Departmental and Support Services	(46,870)				
<u>161,139</u>		<u>157,450</u>	<u>121,666</u>	<u>77%</u>	<u>35,784</u>	
	INCOME					
(69,496)	Section 106 Costs Recoverable	(55,000)	(34,888)	63%	(20,112)	all covered by income in reserve
<u>91,643</u>	NET EXPENDITURE carried to Portfolio Summary	<u>102,450</u>	<u>86,778</u>	<u>85%</u>	<u>15,672</u>	
SUSTAINABILITY						
EXPENDITURE						
Supplies and Services						
Services						
0	Climate Change Group	3,000	724	24%	2,276	
22,335	Professional and Consulting - General	29,080	1,400	5%	27,680	
7,918	Professional and Consulting - Travel	8,200	6,348	77%	1,852	
0	Licences	830	579	70%	251	
939	Miscellaneous Other	1,300	1,294	100%	6	
0	Arbury Park Development (S.106)	70,000	10,000	14%	60,000	see matching income below
0	Contribution to Reserves	22,500	18,750	83%	3,750	see matching income below
	Central, Departmental and Support Services				excluded (year end only)	
69,191	Total services on previous basis	0				
	Chief Officers and Housing Futures	410				
	Community and Customer Services	3,880				
	Corporate Services	4,700				
	New Communities	43,730				
	Planning Services	7,390				
	Health and Environmental Services	6,890				
(69,191)	REMOVE Central, Departmental and Support Services	(67,000)				
<u>31,192</u>		<u>134,910</u>	<u>39,095</u>	<u>29%</u>	<u>95,815</u>	
	INCOME					
(9,000)	Other contributions	0	0		0	
0	Government Grant re contribution to reserves	(22,500)	(18,750)	83%	(3,750)	see matching exp. above
0	Transfer from Reserves (S.106)	(70,000)	(10,000)	14%	(60,000)	see matching exp. above
<u>22,192</u>	NET REVENUE EXPENDITURE carried to Portfolio Summary	<u>42,410</u>	<u>10,345</u>	<u>24%</u>	<u>32,065</u>	

Actual		Revised	Actual to	%	In hand/	
2007/08		Estimate	31/01/09	spent	(overspent)	
£		2008/09	2008/09	%	2008/09	
		£	£		£	
GROWTH AGENDA						
EXPENDITURE						
Employees						
0	Agency funded from Cambridge Horizons	0	36,265		(36,265)	see funding below*
Services						
159,927	Consultancy/projects	75,580	57,916	77%	17,664	
0	Consultancy/projects funded from Grant	21,780	18,464	85%	3,316	CH/EP funded below
Grants						
30,000	Cambridgeshire Horizons	30,000	30,000	100%	0	
Central Departmental & Support Services excluded (year end only)						
737,137	Total services on previous basis	0				
	Chief Officers and Housing Futures	43,100				
	Community and Customer Services	17,820				
	Corporate Services	84,780				
	New Communities	1,183,930				
	Planning Services	71,010				
	Affordable Homes	2,870				
	Health & Environmental Services	52,740				
(737,137)	REMOVE Central, Departmental and Support Services	(1,456,250)				
0	Capital Charges	42,830				
0	REMOVE Capital Charges	(42,830)				
189,927	TOTAL EXPENDITURE	127,360	142,645	112%	(15,285)	
INCOME						
(69,542)	Planning Delivery Grant - Salaries & Oncosts	(105,750)				
(7,500)	Planning Delivery Grant - transfer from reserves	0				
(115,092)	Camb Horizons Grant - Salaries & Oncosts	(415,070)				
0	Camb Horizons Grant - Agency	0	(36,265)		36,265	see exp above*
(154,698)	Camb Horizons Grant - Projects & Consultants	(12,780)	(12,464)	98%	(316)	see exp above
0	English Partnerships Grant - Projects & Cons	(9,000)	(6,000)		(3,000)	see exp above
(45,760)	Camb Horizons Grant - Deferred Capital Grant	(45,760)				
237,894	REMOVE grants re recharges above	566,580				
35,229	NET EXPENDITURE carried to Portfolio Summary	105,580	87,916	83%	17,664	

Actual 2007/08 £		Revised Estimate 2008/09 £	Actual to 31/01/09 2008/09 £	% spent %	In hand/ (overspent) 2008/09 £
PLANNING POLICY					
EXPENDITURE					
Services					
127,453	Local Development Framework	80,300	28,584	36%	51,716
15,000	Housing Market Assessment	10,000	4,500	45%	5,500
0	Retail Assessment	20,000	20,000	100%	0
0	Regional Planning	10,000	0	0%	10,000
0	Joint Work & Statutory Consultation	0	0		0
Central, Departmental and Support Services excluded (year end only)					
582,266	Total services on previous basis	0			
	Chief Officers and Housing Futures	3,880			
	Corporate Services	35,820			
	New Communities	4,120			
	Planning Services	455,020			
	Affordable Homes	9,290			
	Health and Environmental Services	51,340			
(582,266)	REMOVE Central, Departmental and Support Services	(559,470)			
<u>142,453</u>	TOTAL EXPENDITURE	<u>120,300</u>	<u>53,084</u>		<u>67,216</u>
INCOME					
(26,190)	Planning Delivery Grant towards recharges	(26,700)			
26,190	REMOVE grant towards recharges above	26,700			
<u>142,453</u>	NET REVENUE EXPENDITURE carried to Portfolio Summary	<u>120,300</u>	<u>53,084</u>	44%	<u>67,216</u>

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: New Communities Portfolio Holder 10 March 2009
AUTHOR/S: Executive Director / Corporate Manager (Planning and Sustainable Communities)

CAMBRIDGESHIRE COUNTY COUNCIL CONSULTATION ON PROHIBITION OF WAITING FOR COMMERCIAL VEHICLES IN HISTON AND IMPINGTON**Purpose**

1. The purpose of this report is to agree the response to Cambridgeshire County Council's draft Traffic Orders proposing the prohibition of waiting of commercial vehicles in various streets in Histon and Impington.

Background

2. The issue of heavy commercial vehicle parking controls was reported to the South Cambridgeshire Traffic Management Area Joint Committee on 7 July 2008 (Agenda Item 6, available to view on Cambridgeshire County Council's website: <http://www2.cambridgeshire.gov.uk/db/council2.nsf/e0c624b01b2e9ade80256b14004eb73b/a6079e01f8dbb7db80257478003b951a?OpenDocument>). The report outlined how the closure of some lay-by facilities on the A14, for safety reasons, combined with the closure of a popular lorry service area at Alconbury led to various sites on the county road network being used for parking when drivers are required to take breaks, particularly when stopping overnight.
3. This is an issue at various locations in South Cambs, usually in villages close to the strategic road network and stems from a lack of parking facilities for Heavy Commercial Vehicles (HCVs) using the strategic road network. As well as undermining the amenity of the highway, lorry parking in residential areas also raises environmental health issues, particularly when drivers are taking overnight stops in areas where there are no public amenities available.
4. In the longer term it is recognised that there is a need for a clear strategy for managing driver breaks for lorries using the national strategic road network but this is likely to take some time to deliver. The County Council is pressing the need for a long term strategy at regional and national level.
5. In the short term, specific concern had been raised by local residents in Station Road, Impington where the parking of lorries impacts significantly on the environment for local residents, although it does not cause any significant highway safety concerns.
6. The Area Joint Committee resolved to consider parking controls to address lorry parking in residential streets in Impington and other villages adjacent to the strategic road network, and continue to work with other agencies to provide more appropriate locations for lorry parking as soon as possible.

Proposed prohibition of waiting of heavy commercial vehicles

7. Cambridgeshire County Council has issued a draft Traffic Order proposing to prohibit vehicles with maximum gross weight that exceeds 7.5 tonnes from waiting between

the hours of 8.00pm and 7.00am Monday to Friday and at any time on Saturday or Sunday, in Histon and Impington. A map of the proposal is appended to this report.

Issues for South Cambridgeshire

- 8. The proposal to prohibit waiting for heavy commercial vehicles in Histon and Impington will greatly improve the quality of the environment for local residents. However, the lack of appropriate parking facilities for heavy commercial vehicles may result in spill over into unrestricted roads in other villages along the strategic road network.

Proposed Response to Cambridgeshire County Council

- 9. As a result, it is suggested the Council make the following comments to Cambridgeshire County Council in response to the draft Traffic Order on the prohibition of waiting of commercial vehicles in Histon and Impington:

South Cambridgeshire District Council supports the proposed prohibition of waiting of commercial vehicles in various streets in Histon and Impington.

However, the Council would request careful monitoring following implementation of the waiting restrictions to ensure there is no knock-on effect, either elsewhere within Histon and Impington or in other villages along the strategic road network.

The Council would also stress the urgency for a clear strategy for managing driver breaks for lorries using the strategic road network and the development of suitable alternative parking provision to avoid the displacement of commercial vehicles onto other streets in villages, particularly those along the A14 corridor.

Implications

10.	Financial	None
	Legal	None
	Staffing	None
	Risk Management	None
	Equal Opportunities	None

Consultations

- 11. None.

Effect on Corporate Objectives and Service Priorities

12.	Work in partnership to manage growth to benefit everyone in South Cambridgeshire now and in the future
	Cambridgeshire County Council, as the highways authority, is proposing the restriction of heavy commercial vehicles to the benefit of local residents in Histon and Impington.
	Deliver high quality services that represent best value and are accessible to all our community
	The waiting restrictions will contribute to improving the quality environment for our community to live in within South Cambridgeshire.

Enhance quality of life and build a sustainable South Cambridgeshire where everyone is proud to live and work
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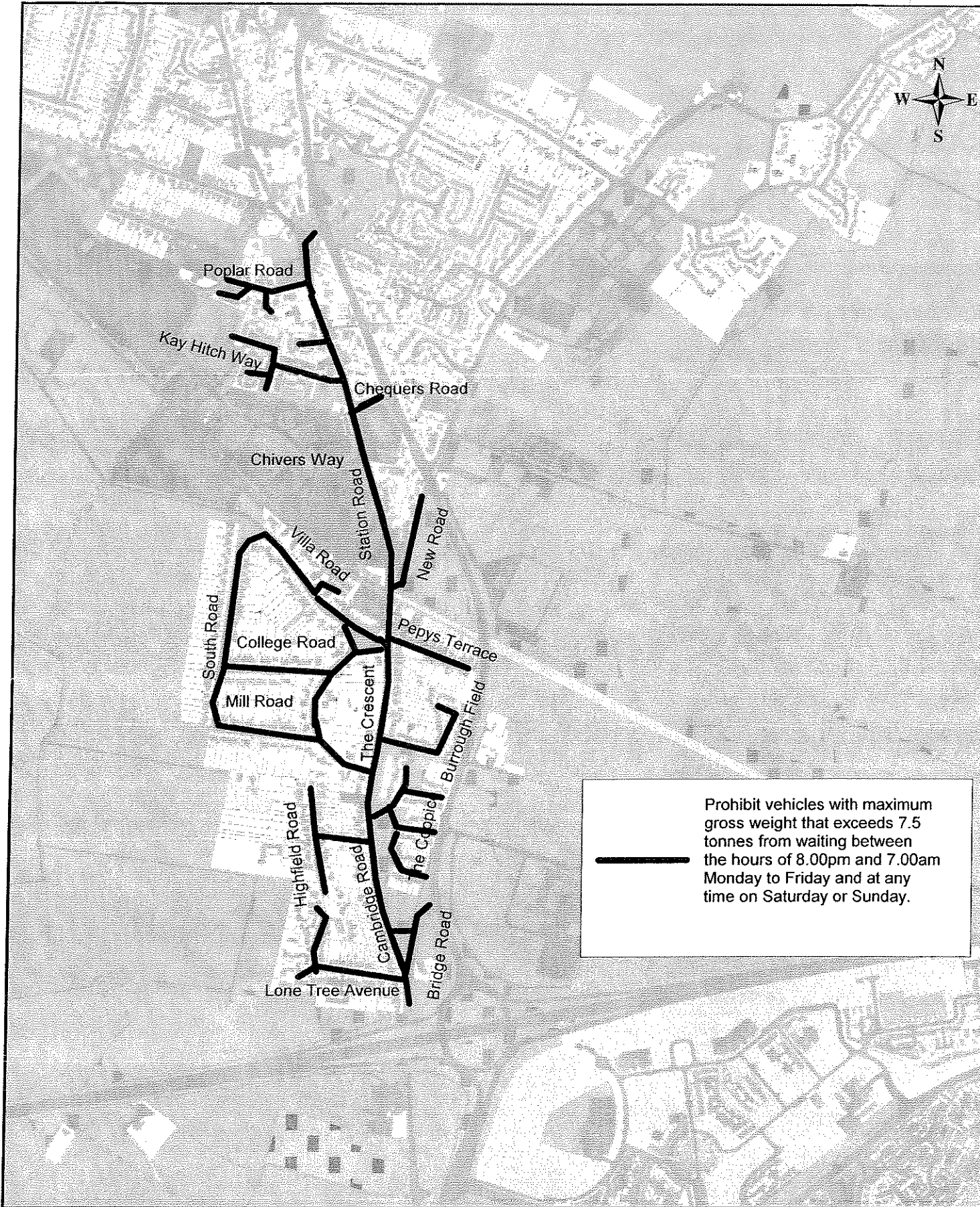
The waiting restrictions will contribute to improving the quality environment for our community to live in within South Cambridgeshire.

Recommendations

13. It is recommended that the New Communities Portfolio Holder agree the response to Cambridgeshire County Council's consultation as set out in paragraph 9.

Contact Officer: Claire Spencer Senior Planning Policy Officer
Telephone: (01954) 713418

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Date: 12/02/2009

By: Steven Thulborn

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: New Communities Portfolio Holder 10 March 2009
AUTHOR/S: Executive Director / Corporate Manager (Planning and Sustainable Communities)

**CAMBRIDGESHIRE COUNTY COUNCIL SPEED LIMIT REVIEWS ON
A1303 MADINGLEY ROAD, A1307 HUNTINGDON ROAD AND A505 DUXFORD**

Purpose

1. The purpose of this report is to agree the response to Cambridgeshire County Council's draft Traffic Orders on speed limit reviews on the A1303 Madingley Road, A1307 Huntingdon Road and A505 Duxford.

Background

2. Last year, following a review of its speed limit policy, the County Council committed to undertaking a review of all speed limits over 30mph on the A and B class road network in the county.
3. The County Council has assessed the roads using a new speed limit framework developed by the Department for Transport, as well as considering the environment and road characteristics. As a result of this assessment process, the County Council proposes to lower the speed limits on the A1303 Madingley Road, A1307 Huntingdon Road and A505 at Duxford.
4. Draft Traffic Orders have been formally advertised and comments can be made in support or objection to the speed limit changes until 9 March 2009. A map of each proposal is appended to this report.

A1303 Madingley Road

5. The section of Madingley Road from Storey's Way to the A428 St Neots Road roundabout has been divided into 3 lengths based on environment and road characteristics. The recommendations from the assessment review are that:
 - The current 40mph speed limit is reduced to 30mph from Storey's Way to JJ Thomson Avenue;
 - The 40mph will then extend from JJ Thomson Avenue to the M11 (adjacent to the start of the bus lane); and
 - A new 50mph from the bus lane to the A428 St Neots Road roundabout.

A1307 Huntingdon Road

6. The recommendation from the assessment review is that the speed limit on Huntingdon Road from Storey's Way, Cambridge out to and through Girton is to be reduced to 30mph, subject to alterations to road markings and signage to achieve compliance with the new limit.

A505 Duxford

7. The section of A505 between the M11 and A11 has been divided into 4 lengths based on environmental and road characteristics. The recommendations from this assessment review are that:
 - The speed limits on the sections between the A1301 and A11 will remain at the current level;
 - The other sections between the A1301 and M11 will have the current limits reduced to 50mph.

Issues for South Cambridgeshire

8. Of the proposals advertised in the draft Traffic Orders, only parts of the A1303 and A1307 proposals fall within South Cambs district. Nevertheless these routes are key corridors for South Cambs' residents accessing Cambridge. The A505, a major route between the M11 and A11, is wholly within South Cambs.
9. The speed limit review is one means of addressing the number and severity of accidents. This will result in improvements to the benefit of South Cambridgeshire residents.

Proposed Response to Cambridgeshire County Council

10. As a result, it is suggested the Council make the following comments to Cambridgeshire County Council in response to the draft Traffic Orders on speed limit reviews on the A1303 Madingley Road, A1307 Huntingdon Road and A505 Duxford:

Support the proposed reductions to the speed limits along A1303 Madingley Road, A1307 Huntingdon Road and A505 Duxford.

Implications

11.	Financial	None
	Legal	None
	Staffing	None
	Risk Management	None
	Equal Opportunities	A reduction in speed limits may improve safety and accessibility, particularly for vulnerable local residents.

Consultations

12. None.

Effect on Corporate Objectives and Service Priorities

13.	Work in partnership to manage growth to benefit everyone in South Cambridgeshire now and in the future
	Cambridgeshire County Council, as the highways authority, is proposing the reduction of speed limits to the benefit of local residents.
	Deliver high quality services that represent best value and are accessible to all our community
	The reduction in speed limits will contribute to improving the quality environment for our community to live in within South Cambridgeshire.

Enhance quality of life and build a sustainable South Cambridgeshire where everyone is proud to live and work
--

The reduction in speed limits will contribute to improving the quality environment for our community to live in within South Cambridgeshire.
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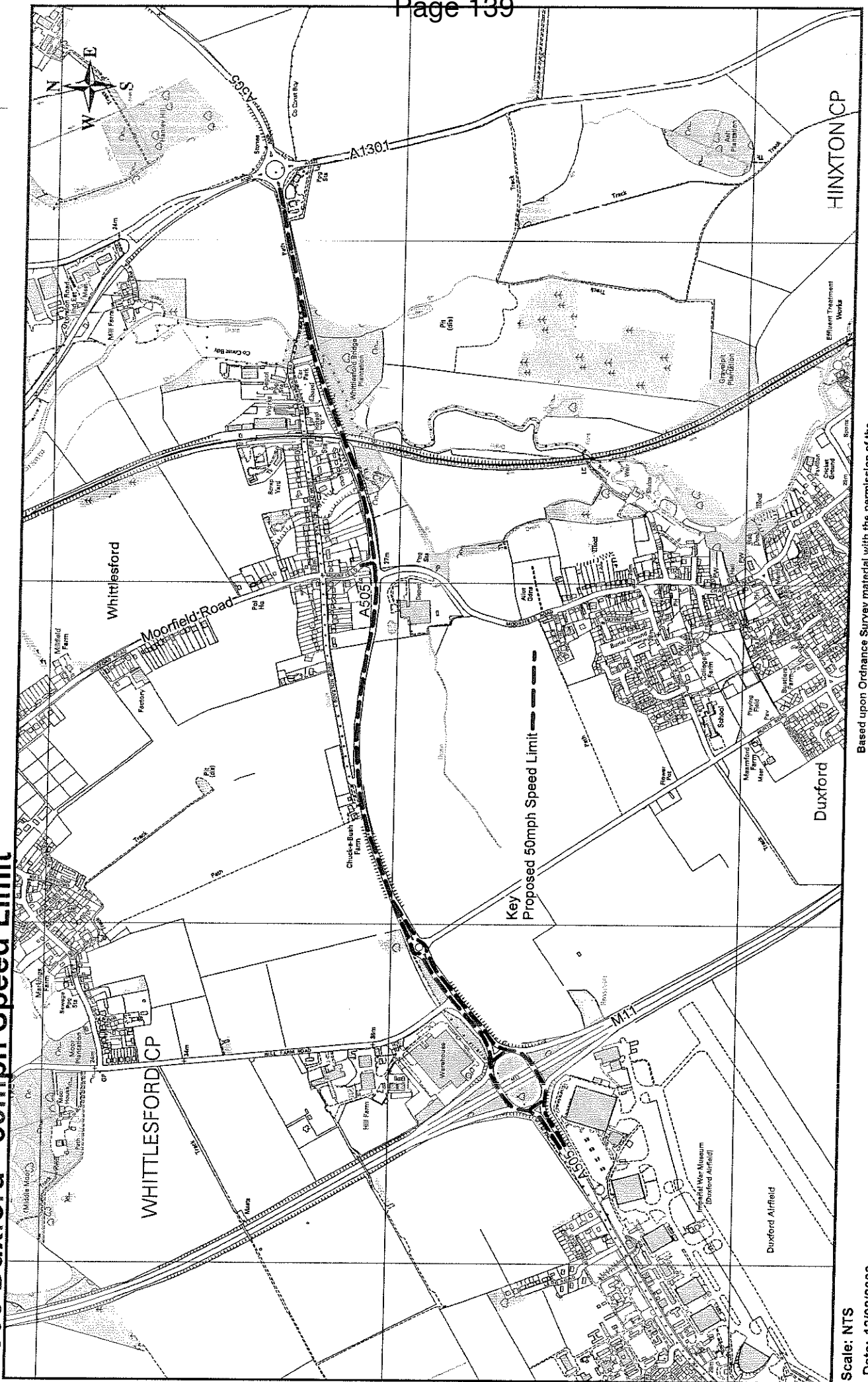
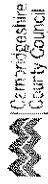
Recommendations

14. It is recommended that the New Communities Portfolio Holder agree the response to Cambridgeshire County Council's consultation as set out in paragraph 10.

Contact Officer: Claire Spencer Senior Planning Policy Officer
Telephone: (01954) 713418

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Cambridgeshire County Council A505 Duxford - 50mph Speed Limit



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Date: 12/02/2009

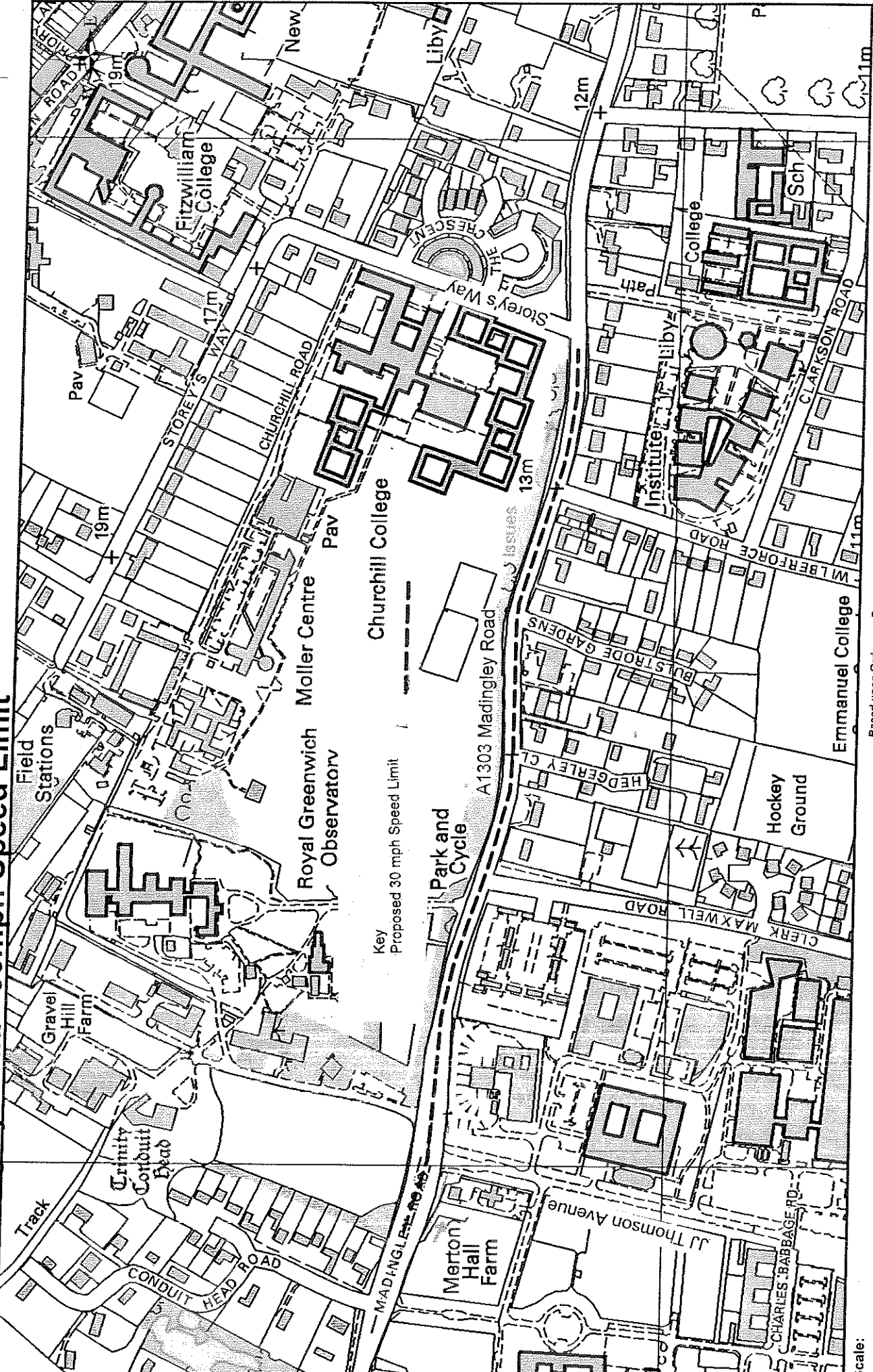
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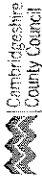
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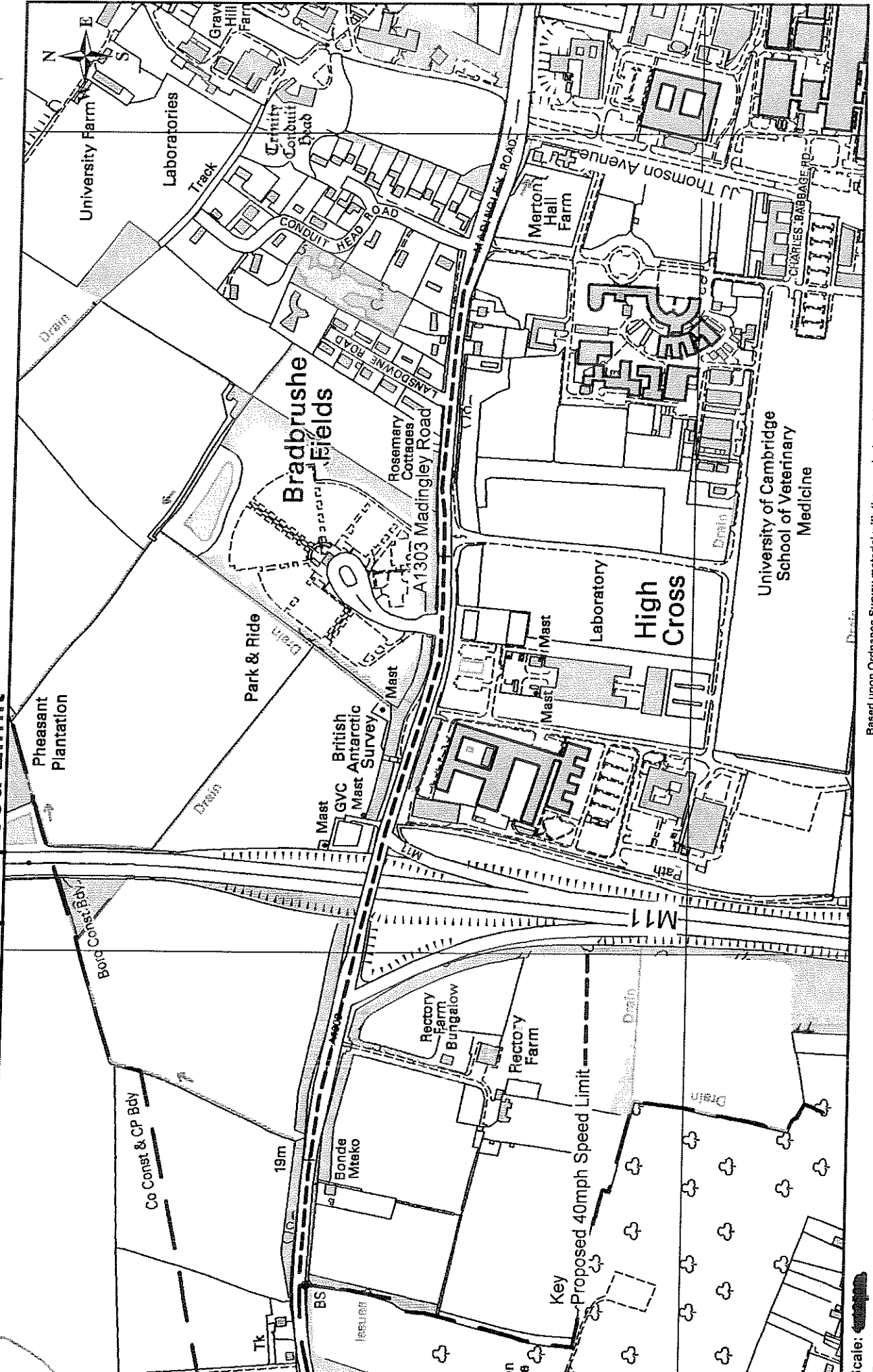
Cambridgeshire County Council A1303 Maddingley Road - 30mph Speed Limit



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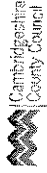


Cambridgeshire County Council A1303 Maddingley Road - 40mph Speed Limit

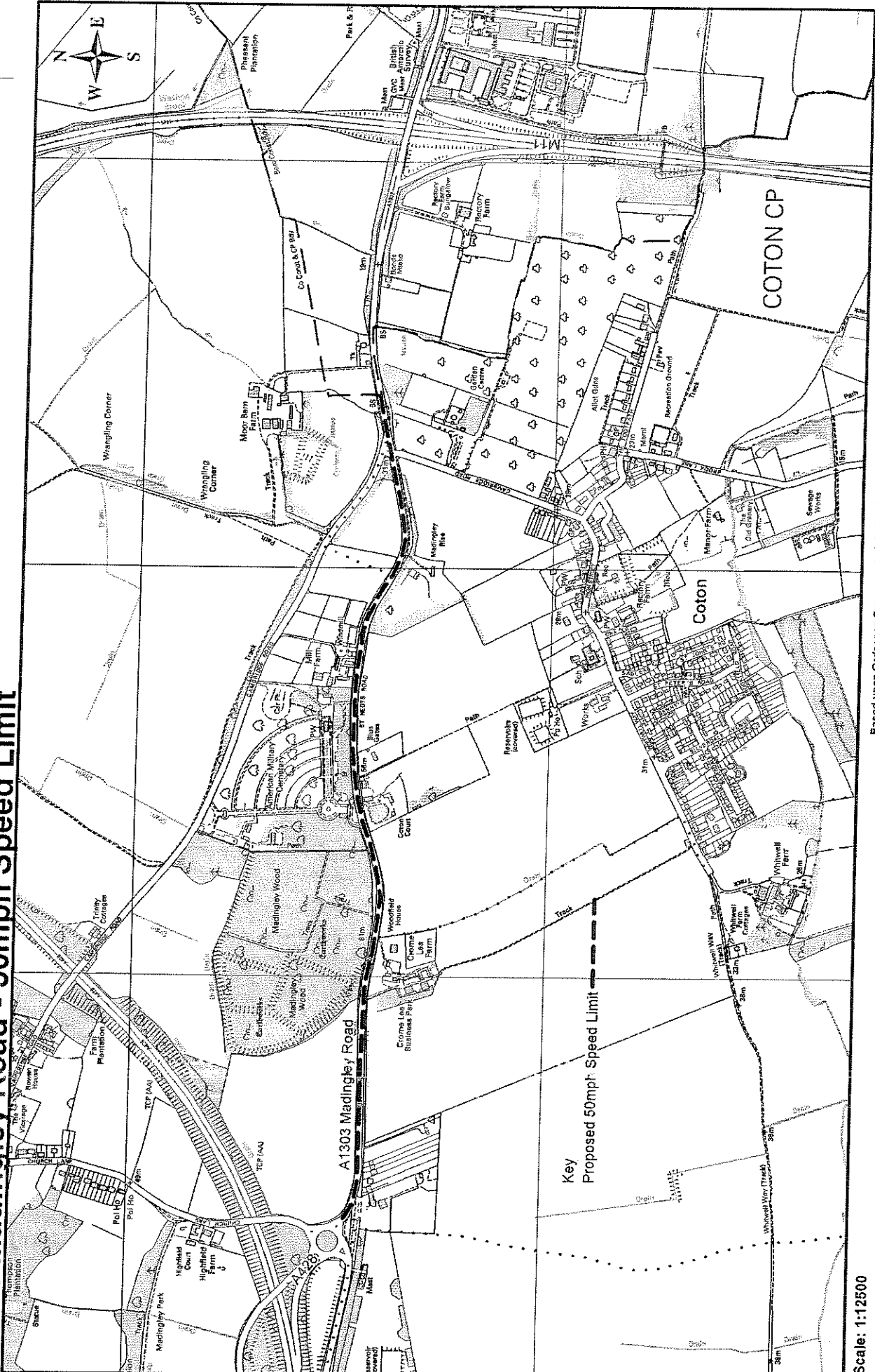


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Cambridgeshire County Council A1303 Madingley Road - 50mph Speed Limit



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Date: 12/02/2009

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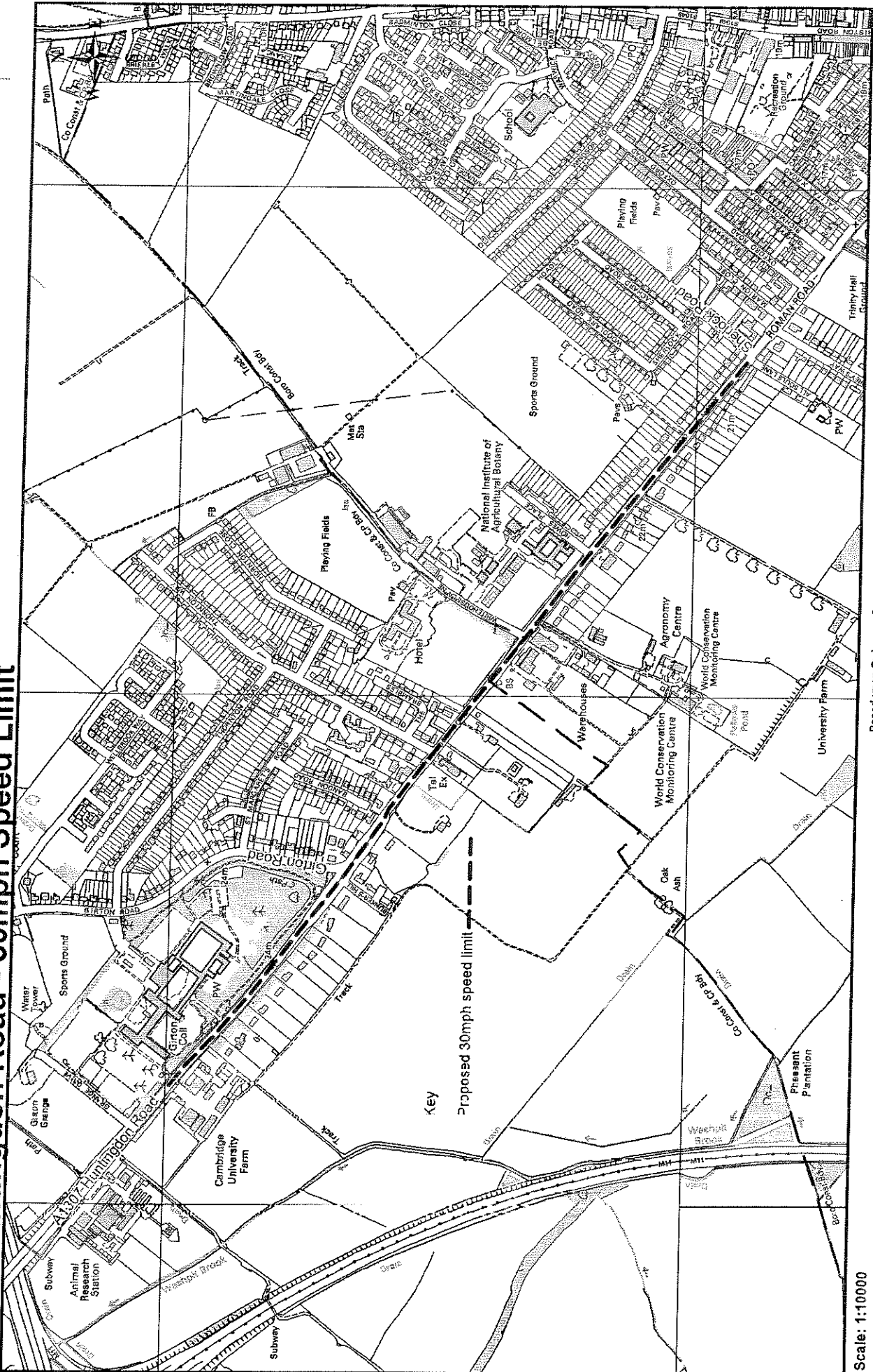
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Cambridgeshire County Council

A1307 Huntingdon Road - 30mph Speed Limit



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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: New Communities Portfolio Holder 10 March 2009
AUTHOR/S: Executive Director / Corporate Manager (New Communities)

ARTS SERVICE REVIEW**Purpose**

1. To consider the consultants' report on the Arts Service Review and the officer recommendations on the way forward for the Arts Service from April 2009 onwards.
2. Senior Management Team (SMT) considered this report on 18 February and approved the recommendations.
3. This is not a key decision. It does not require or ask for additional resources but rather best use of existing resources.

Background

4. Following previous reports to SMT on delivery of the Arts Service, in July and September 2008, it was decided to invite external consultants to review the Arts Service and provide advice and guidance to the Council on how it should make best use of its resources in continuing to deliver a quality arts service into the future.
5. A brief was prepared which included review of current arts services within South Cambridgeshire, consultation with stakeholders and consideration of good practice from other areas. The consultants were asked to make a recommendation on the best way forward based on existing budgets and taking account of the financial climate, growth agenda and needs of existing communities.
6. Consultants Robert Sanderson (Arts Portfolio) and Rick Bond (The Complete Works, UK) were appointed in November 2008 and completed their report on 12 January 2009. The report and its appendices are attached as appendices 1-5.
7. The South Cambridgeshire District Council Arts Service was established in 1994 to promote arts participation across the district. Since that time the service has continually developed, offering high quality and value for money services to people of all ages and backgrounds and of different abilities.
8. The main work areas for the Arts Service are:
 - (a) Partnerships with the Village Colleges including five joint-funded Arts Development Managers and dual use of school buildings. The Arts Development Officer currently retains a significant hands-on role in co-ordinating and delivering arts projects within this area of activity. These include an arts equipment bank, mobile cinema service, film projects and digital storytelling and rural touring theatre.
 - (b) Arts Partnerships including agreements with agencies such as Vital Communities, Arts in Cambs on Tour, Orchestras Live and Arts and Business (East).

- (c) Public arts programmes and cultural facilities in new and expanding communities with support through Section 106 agreements, such as the well-regarded arts programmes at Orchard Park.
- (d) An arts marketing service: The Event which is a guide promoting amateur and professional arts events and activities, delivered to all homes with the SCDC magazine.
- (e) Managing the SCDC Arts Capital Grants programme.

Key Findings from the Report

9. The Consultants concluded that the Arts Service appears to be punching well above its weight, given that it essentially comprises a single post, the Arts Development Officer, with an annual budget of £90,000.
10. At present, it is challenging for the Arts Service to identify what not to do. It can be hard to turn down requests, or accept that some activities consume resources in excess of the benefits they deliver. The report identifies two key priorities: increasing focus on outcomes and communication.
11. The collation of the SCDC events guide and directory of local arts groups is time-consuming, and the report suggests various means for the Arts Development Officer to delegate parts of these tasks, including using the new stART infrastructure.
12. The Dual Use Arts programme is recognised as a particular strength. The Village Colleges contribute about 75% of the cost of employing the five Arts Development Managers, and they value the direct link with SCDC. SCDC has provided strategic leadership and training, as well as a vital financial contribution. The Village Colleges have used the SCDC funding as leverage to attract significant external funding that amounted to over £200,000 in 2007/08. In the last full year, there were over 80,000 participants in the Dual Use Arts Programme. The report recommends that the effectiveness of the Dual Use Arts Programme will be increased if there is greater collaboration between the ADM's and external partners, facilitated by the Arts Development Officer.
13. Less positively, the Arts Service is seen as a stand-alone function within SCDC. It is seen as 'a good thing', but not yet as a potential mechanism for community engagement and social cohesion. The new structure within New Communities should offer greater means for joint programmes to be delivered. The report also identified relatively weak cross-departmental working and communication with internal stakeholders including Members and officers. There is potential to increase joint working with Community Safety, Strategic Sustainability, Economic Development and other disciplines.
14. Regarding the Council's Public Arts Policy, this is a time of opportunity. The ADO must re-focus his current workload in order to ensure that public art is brought into projects at the right time, and that there is effective local consultation, control and accountability.
15. The report recommends that the most effective approach to continued delivery of a first class arts development service is to retain the Arts Development Officer post as a full time or job-share post, rather than to outsource part or all of the service.

Implications

16	Financial	There are no additional financial implications. The review is based on best use of existing resources.
	Legal	None
	Staffing	No new staffing implications; continuation of 1 FTE Arts Development Officer post is proposed.
	Risk Management	None
	Equal Opportunities	The Arts Service provides a very positive benefit to some of the districts vulnerable residents.

Consultations

- 17 The consultees are listed at appendix 2. In all 32 interviews were conducted including the Portfolio Holder, representatives of external agencies, the Arts Development Managers and SCDC officers.

Effect on Corporate Objectives and Service Priorities

18	Work in partnership to manage growth to benefit everyone in South Cambridgeshire now and in the future
	The Arts Service provides essential expertise to the New Community Service on public art, the planning for arts services and facilities in new communities and in developing community cohesion and engagement in major growth sites.
	Deliver high quality services that represent best value and are accessible to all our community
	The Arts Development Officer provides high quality, accessible services, and the review identifies routes to enhance in a most efficient and effective way.
	Enhance quality of life and build a sustainable South Cambridgeshire where everyone is proud to live and work
	The Arts Service is a key deliverer of quality of life services and helps provide a sense of place, supports volunteering and sustainable community infrastructure.

Recommendations

- 19 It is **recommended** that:
- a) The Council continues to employ a full time (FTE) Arts Development Officer.

[This works well, has been identified as important in ensuring the continued success of key partnerships including the Dual Use Arts programme, and in supporting the development of new communities]
 - b) The following actions are developed in parallel, with a view to commencement of a re-focused Arts Service from June 2009; they are interdependent.
 - l) The Arts Development Officer's Job description is reviewed and re-focused in line with the recommendations of the report to develop the strategic, advocacy and cross cutting elements of the role and to reduce the day-to-day operational responsibilities.

- II) The Council secures the support of the village colleges in re-focusing the Arts Development Officer's and ADM's work through the annual dual use partnership agreements by end of March 2009.
- III) The Arts Development Officer prepares a project plan for developing the new initiatives including member and senior officer briefings and liaising with other service heads on developing cross cutting initiatives. This will commence following the PFH meeting in March for approval in June 2009.

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

Arts Service Review Report plus appendices by Robert Sanderson and Rick Bond, January 2009.

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