

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Planning and New Communities Joint Portfolio Holders' Meeting held
on
Tuesday, 2 March 2010 at 9.00 a.m.

Portfolio Holders: David Bard and Nick Wright

Councillors in attendance:

Scrutiny and Overview Committee monitors: Val Barrett

Opposition spokesmen Trisha Bear and John Williams

Also in attendance:

Officers:

Andrew Beyer	Building Control Manager
John Garnham	Finance Project Officer
David Grimster	Accountant
David Hamilton	Landscape Design Officer
Peter Harris	Principal Accountant (General Fund and Costing)
Caroline Hunt	Local Development Framework Team Leader
Jane Lampshire	Sports Development Officer
Keith Miles	Planning Policy Manager
Jo Mills	Corporate Manager, New Communities
Joseph Minutolo	Senior Administration Officer
Andy O'Hanlon	Arts Development Officer
Ian Senior	Democratic Services Officer
Claire Spencer	Senior Planning Officer (Transport Policy)
Alison Talkington	Senior Planning Policy Officer
Jane Thompson	Cultural Services Manager

61. DECLARATIONS OF INTEREST

There were no declarations of interest.

62. MINUTES OF PREVIOUS MEETING

The Planning Portfolio Holder and New Communities Portfolio Holder agreed that the minutes of the meeting held on 26 January 2010 were a correct record, and signed them accordingly.

63. PROCUREMENT STRATEGY 2010

The Planning Portfolio Holder considered a report on Procurement Strategy.

Responding to the Portfolio Holder, the Finance Project Officer explained that the Council's commitment to Fair Trade had to be balanced with its responsibility not to act in an anti-competitive manner.

The Planning Portfolio Holder **agreed** to adopt the updated Procurement Strategy 2010/11, attached to the report as Appendix F.

64. FINAL SERVICE PLANS 2010/11: CORPORATE SERVICES (PROCUREMENT AND EFFICIENCY)

The Planning Portfolio Holder considered and **approved** the procurement and efficiency elements of the draft Service Plan for Corporate Services 2010-11 to 2012-13.

65. FINAL SERVICE PLANS 2010/11: PLANNING

The Planning Portfolio Holder considered the draft Service Plan for Planning and Sustainable Communities 2010-11 to 2012-13.

The Planning Policy Manager and Building Control Manager outlined the challenges facing Development Control, Conservation, Planning Policy, Building Control and Registration. Among other things, these related to

- Resources
- New computer systems
- Workload
- Redundancies
- Service continuation

Concern was expressed at reducing the number of planning officers and the implications this might have should there be an increase in the number of planning applications being submitted to the Authority. The Corporate Manager (New Communities) summarised the measures being taken to minimise any adverse impact.

The Planning Portfolio Holder **approved** the Service Plan 2010-11 to 2012-13 for Planning and Sustainable Communities.

66. LOCAL DEVELOPMENT SCHEME

The New Communities Portfolio Holder considered a report on the Local Development Scheme, which set out the timetable for plan preparation for the three-year period from April 2010 to March 2013. Such timetable was subject to change under certain circumstances.

In response to a question from the Planning Portfolio Holder, the Planning Policy Manager said that 2010-11 was likely to be the last year during which Housing and Planning Delivery Grant monies would be available to Councils. He added that South Cambridgeshire District Council could expect to receive about £1 million on the basis of plans adopted during 2009-10. Beyond that, and primarily as a result of plan making having become more complex, officers were unlikely to be able to progress more than two plans at any one time. Payment is made against adoption, and this Council's next plan for adoption was unlikely to be ready until 2012. Therefore, available funds might decrease during 2010-11.

The New Communities Portfolio Holder **agreed** the Local Development Scheme 2010-2013, as amended.

67. FINAL SERVICE PLANS 2010/11: NEW COMMUNITIES

The New Communities Portfolio Holder considered the draft Service Plan for New Communities 2010-11 to 2012-13.

The Corporate Manager (New Communities) reported that Senior Management Team had

not suggested any amendments.

The New Communities Portfolio Holder commented as follows

- Progress at Northstowe should be made in consultation with local Members and parish councils
- At 2(d) of the Service Plan Overview, the outcome of the Clay Farm Inquiry should be listed as a Success.
- At Section 8 (Workforce Overview), staff changes should be identified in terms of Full-Time Equivalents

It was noted that for future years, Planning and New Communities would prepare a joint service plan to reflect the new management arrangements from 1st April 2010.

The New Communities Portfolio Holder **approved** the New Communities 2010/11 Service Plan, subject to minor amendments relating to the 'SWOT' analysis and Workforce Overview.

68. CAMBRIDGESHIRE GREEN INFRASTRUCTURE STRATEGY

The Planning Portfolio Holder considered a report on the Cambridgeshire Green Infrastructure Strategy consultation.

The Local Development Framework Team Leader informed the Portfolio Holder that, while the principles set out in the document were to be welcomed, she had a few concerns with the consultation draft relating to

- Methodology
- The need for a robust evidence base
- Need to work in partnership with Cambridgeshire Horizons
- Resource implications
- Criticism of the baseline and delivery reports set out in paragraph 26 of the report

The New Communities Portfolio Holder emphasised that Green Infrastructure provided an environmental support system set within, and contributing to, a high quality natural, historic and built environment. which helped create places that were attractive, healthy and gave a good quality of life, and that delivered a range of other social, economic and environmental benefits.

The Planning Portfolio Holder said it was important to strike a balance between the demand for Green Infrastructure and the need for agricultural land.

The Planning Portfolio Holder **agreed** that the Council's reply to the Green Infrastructure Strategy consultation should be:

- (a) The Council supports the role that an effective strategy will have in the protection, creation and management of green infrastructure.
- (b) The Council supports the development of a strategy, which will provide a robust and defensible basis for green infrastructure planning and delivery, for both existing communities and the growth areas.
- (c) The Council has significant concerns about the approach and content of the draft Green Infrastructure Strategy as set out in this report and previous officer comments to Cambridgeshire Horizons.
- (d) The Council will require major changes to the strategy addressing its concerns before it will be able to endorse it.
- (e) Council officers will work with Cambridgeshire Horizons and other partners to achieve the changes required.

69. SUPPLEMENTARY PLANNING DOCUMENT: AFFORDABLE HOUSING, DESIGN GUIDE AND LANDSCAPE

The Planning Portfolio Holder and New Communities Portfolio Holder considered a report on the results of a public consultation exercise relating to three Supplementary Planning Documents (SPD relating to Affordable Housing, the District Design Guide and Landscape in new developments.

Appendix 1 to the report listed the changes made to the draft SPDs following the consultation process.

Once adopted, the SPDs would form part of the Local Development Framework and be used to help determine planning applications.

The Portfolio Holders agreed that the Landscape Design Officer should expand the planting list in the Appendix to the Landscape SPD

The Planning and New Communities Portfolio Holders **agreed** the adoption of the SPDs relating to Affordable Housing, Design and Landscape as contained in Appendices 5 to 7 of the report, and to proceed in accordance with Regulations 18 and 19.

70. LOCAL TRANSPORT PLAN

The Planning Portfolio Holder and New Communities Portfolio Holder considered a report seeking agreement to a proposed response by South Cambridgeshire District Council to Cambridgeshire County Council about the latter's consultation on the third Local Transport Plan (LTP).

The Planning Portfolio Holder emphasised the District Council's opposition to a congestion charge for the city of Cambridge.

The New Communities Portfolio Holder stated that the Cambridge Park and Ride service did nothing to help South Cambridgeshire in terms of reducing carbon emissions.

The Planning and New Communities Portfolio Holders **agreed** that the Council make the following representation to Cambridgeshire County Council in response to the LTP3 consultation:

"The Council supports the overarching objectives of LTP3 and prioritises non-car modes as these will provide travel choice and best achieve the objectives with limited resources. The strategy areas should be prioritised as follows:

- Public Transport
- Cycling
- Walking
- Smarter Choices
- Road Safety
- Traffic Management

"It is important to ensure the needs of all sectors of community are addressed, including the most vulnerable – the young, elderly and disabled. At present many residents experience social isolation as they are unable to access essential services, shopping, leisure or simply meet with friends, due to a lack of bus or community transport service and/or the prohibitive cost of using it.

“The Council would urge the County Council not to forget linkages to market towns outside the county as many of the remoter parts of the district look to these areas for their services.

“The Council would also ask the County Council to take in to consideration the outcomes of plans and strategies produced by other organisations, including the South Cambridgeshire Local Development Framework, Community Transport Strategy and Air Quality Action Plan, Parish Plans, the Children and Young People’s Plan (BigPlan2), and Cambridgeshire Horizon’s Green Infrastructure Strategy, to name a few. These may provide an extensive evidence base of transport provision and need, highlight issues concerning specific groups of people, and many contain an action plan including issues that can be addressed through LTP3.

“The Council would like to continue to work closely with the County Council and the other Cambridgeshire districts on drafting LTP3.

“The Council would like to remind the County Council that it remains opposed to any form of congestion charging in Cambridge.”

71. SUPPLEMENTARY PLANNING DOCUMENT: WASTE MANAGEMENT

The Planning Portfolio Holder and New Communities Portfolio Holder considered a report seeking agreement to a proposed response by South Cambridgeshire District Council to consultation currently being carried out by Cambridgeshire County Council and Peterborough City Council. The consultation related to Supplementary Planning Documents relating to

- The Location and Design of Waste Management Facilities
- The Recycling in Cambridgeshire and Peterborough Partnership (RECAP) Waste Management Design Guide.

The Planning and New Communities Portfolio Holders **agreed** that the Council should respond to Cambridgeshire County Council in the terms contained in the report and as set out in Appendix 2 for The Location and Design of Waste Management Facilities SPD and Appendix 3 for ReCAP Waste Management Design Guide SPD.

72. MINERALS AND WASTE DEVELOPMENT PLAN - PROPOSED SUBMISSION VERSION

The Planning Portfolio Holder and New Communities Portfolio Holder considered a report seeking agreement to a proposed response from South Cambridgeshire District Council to consultation currently being undertaken by Cambridgeshire County Council and Peterborough City Council on the proposed Submission version of the Minerals and Waste Development Plan.

The Planning Portfolio Holder and New Communities Portfolio Holder **agreed** the responses to the Minerals and Waste Development Plan consultation as contained within the report to their 2 March 2010 meeting and in Appendices 2, 3 and 4.

73. COMMUNITY CAPITAL GRANTS PROGRAMME 2009/10

The New Communities Portfolio Holder considered a report detailing applications for community capital grants.

The New Communities Portfolio Holder **agreed** to the following grants being made,

requiring a virement of £5,651 from Arts Capital Grants to Community Facility Grants:

Community Facilities Grants

Applicant	Project	Total Cost	Grant Recommended
West Wrating Village Hall Committee	Renovation of the west gable wall	£1,900	£700
Landbeach Village Hall	To extend and refurbish the Village Hall	£273,000	£10,000 (with a further £15,000 to be allocated from 2010/11)
Hinxton Village Hall	Refurbishment of WC's	£11,993	£3,000
Little Wilbraham PCC	Installation of public toilets	£27,060	£4,000 subject to PC granting a minimum of £2,000 and the PCC making the church available for wider community uses
Cottenham Community Centre	New Community Centre – conversion and renovation of existing Methodist Church	£210,175	£8,000 (Top-up in future if required and subject to funds being available)
Fowlmere PC	Extension of play area	£2,770	£700
Milton Community Centre	Refurbishment of Community Centre	£166,685	£8,500
The George Long Charity, Swavesey	Improvements to Swavesey Memorial Hall	£67,506	£9,500
Whaddon PC	Improvements to the Village Hall	£353,630	Defer until 2010/11

Village Sports Facility Grants

Applicant	Project	Total Cost	Other Income	Grant Recommended
Histon and Impington PC	Improvements to the Recreation Ground	£35,131	PC - £1,396 Community Chest - £500 Applications to WREN £10,000 and Football Foundation £6,485	£15,000
Gamlingay PC	New multi-use	£32,000	The Parish	£10,000

	changing room and a store as part of the Eco-Hub Project		Council has committed £49,684 towards the whole project and has also applied to the Public Works Loan Board for £500,000. £20,000 has also been requested from the Football Foundation.	
Thriplow Cricket Club	Installation of two astroturf practice nets for cricket.	£24,575	Club funds - £3,575 Applications to:- ECB Lord Taverners £3,000, Awards for All Lottery £10,000 and Cambridgeshire Community Foundation £5,000.	£5,000
Barton Recreation Improvement Group	New pavilion	£196,000	Own funds - £19,000. Other grants applied for total £145,000.	£30,000
Caldecote PC	New pavilion	£346,414	S106 funding £131,908 Grant applications have been submitted to the ECB, Football Foundation and Donarbon, and funds will be submitted on	£33,400 subject to support from the Local Member

			the transfer of the land.	
Castle Camps PC	New changing-room facility	£111,060	PC - £11,106 Changing Room Cmmtte - £3,000 Application to FF - £20,000	Defer until 2010/11

Arts Capital

Applicant	Project	Total Cost	Other Income	Grant Recommended
Swavesey Village College	New performing arts centre - retractable seating; lighting equipment, sound equipment, film equipment and drapes.	£200,000	£140,000 secured	£27,260
Melbourn Village College	Video kiosk for community consultation (part of the equipment bank)	£6,904	None	£6,904 subject to South Cambridgeshire District Council being able to make use of the equipment
Inspire	Digital arts equipment	£5,306	Own funds - £3,184	£2,122

The New Communities Portfolio Holder paid tribute to Jane Thompson (Cultural Services Manager) and Jane Lampshire (Sports Development Officer), both of whom would soon be leaving the Council's employment. Both the New Communities Portfolio Holder and the Planning Portfolio Holder thanked them for the contributions they had made to the quality of life in South Cambridgeshire.

74. PLANNING PORTFOLIO: CARRY FORWARD OF UNCOMMITTED GRANT BALANCES AS AT 31 MARCH 2010

The Planning Portfolio Holder considered a report seeking approval to carry forward the uncommitted grant balance in respect of Heritage Initiative Grants and the total balance on the Historic Buildings Preservation Fund.

The Planning Portfolio Holder **agreed** that the following uncommitted grant balances be carried forward into the 2010-11 financial year:

- Heritage Initiatives Grants: £29,061
- Historic Buildings Preservation Fund: £54,622

75. FINANCIAL MONITORING REPORT: PLANNING PORTFOLIO

The Planning Portfolio Holder received and noted a report comparing actual revenue and capital expenditure to 31 January 2010 for the Planning Services Portfolio with the revised

annual budget for the year ending 31 March 2010.

He noted that the overspend was less than in 2009-10, but expressed concern at the state of the Museums budget.

76. FINANCIAL MONITORING REPORT: NEW COMMUNITIES PORTFOLIO

The New Communities Portfolio Holder received and noted a report comparing actual revenue and capital expenditure to 31 January 2010 for the New Communities Portfolio with the revised annual budget for the year ending 31 March 2010.

He noted the under spend of £54,900 in Planning Policy.

77. PERFORMANCE UPDATE - PLANNING PORTFOLIO

In the absence of a report, the Corporate Manager (New Communities) undertook to send performance details to the Planning Portfolio Holder as soon as possible.

78. FORWARD PLANS

The Planning and New Communities Portfolio Holders noted their Forward Plans as at 18 February 2010. The following amendments were made at the meeting:

Planning

- 20 May 2010 – deletion of Green Infrastructure Strategy (considered 2 March 2010)
- Unscheduled item – add St. Denis Church, East Hatley (update)
- July 2010 – add Financial Performance 2009/10

New Communities

- July 2010 – add Financial Performance
- Unscheduled – South Cambridgeshire Sustainable Parish Energy Programme
Corporate Manager should be Jo Mills not Gareth Jones

79. DATE OF NEXT MEETING

The next scheduled Planning and New Communities Portfolio Holders' meeting had been moved from 11 May 2010 to 20 May 2010, starting at 10.00am in the Council Chamber.

The Meeting ended at 1.00 p.m.
