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23 September 2009

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

Mrs VM Barrett
Mrs PM Bear

AN Berent

R Hall
JH Stewart

JF Williams

Scrutiny Monitor
Opposition Spokesman, Planning
Portfolio
Opposition Spokesman, New
Communities
Scrutiny Monitor
Opposition Spokesman, New
Communities
Opposition Spokesman, Planning
Portfolio

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 **JEAVONS ROOM, FIRST FLOOR** at South Cambridgeshire Hall on **THURSDAY, 1 OCTOBER 2009** at **2.00 p.m.**

Yours faithfully
GJ HARLOCK
Chief Executive

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

AGENDA

	PAGES
PROCEDURAL ITEMS	
1. Declarations of Interest	
2. Minutes of Previous Meeting The Portfolio Holders are asked to sign the minutes of the meeting held on 1 September 2009 as a correct record.	1 - 6
DECISION ITEMS	
3. Local Development Framework - Consultation on Supplementary Planning Documents Appendices 4 and 5 relate to all three SPDs. Appendices 1, 2, 3 and 6 have been attached to the SPDs to which they relate. All appendices are attached to the electronic version of the agenda on the Council's website.	7 - 10
3 (a) Affordable Housing Supplementary Planning Document (SPD) (Key)	

- 3 (b) **South Cambridgeshire Design Manual / Guide: Streetscape Design in New Developments Supplementary Planning Document (SPD) (Key)**
- 3 (c) **Landscape Guidance for Development Sites Supplementary Planning Document (SPD) (Key)**
4. **Statement of Community Involvement** **11 - 14**
The Consultation draft is attached to the electronic version of the agenda on the Council's website.
5. **St Edmundsbury Borough Council Local Development Framework: Core Strategy Draft Submission Document, Development Management Preferred Options, and Site Allocations Issues and Options** **15 - 22**

STANDING ITEMS

6. **Forward Plans** **23 - 24**
The 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, or recommendation to, or referral by, the Portfolio Holder to Cabinet, Council, or any other constituent part of the Council. The plan will be updated as necessary. The Portfolio Holder will be responsible for the content and accuracy of the forward plan.
7. **Date of Next Meeting**
5 November 2009 at 10.00am

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Planning and New Communities Joint Portfolio Holders' Meeting held
on
Tuesday, 1 September 2009 at 9.45 a.m.

Portfolio Holders: Dr DR Bard and NIC Wright

Councillors in attendance:

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

Opposition spokesmen: Mrs PM Bear, AN Berent and JH Stewart

Also in attendance: Mrs PS Corney, Mrs JM Guest, Mrs EM Heazell,
Mrs CAED Murfitt, RJ Turner and
Dr SEK van de Ven

Officers:

David Grimster	Accountant
Peter Harris	Principal Accountant (General Fund and Costing)
Gareth Jones	Corporate Manager, Planning & Sustainable Communities
Fiona McMillan	Senior Lawyer and Deputy Monitoring Officer
Jo Mills	Corporate Manager, New Communities
Ian Senior	Democratic Services Officer

16. DECLARATIONS OF INTEREST

There were no declarations of interest.

17. MINUTES OF PREVIOUS MEETINGS

The Planning Portfolio Holder and New Communities Portfolio Holder agreed that the minutes of the meetings held on 19 June 2009 and 7 July 2009 were correct records, and signed them accordingly.

18. REVIEW OF CHAIRMAN'S DELEGATION MEETING

On 7 October 2009, Planning Committee would be considering the future of the Chairman's Delegation Meeting (ChDM). The Planning Portfolio Holder had been consulted and had opted to consider his response at a Planning and New Communities Portfolio Holders' meeting, at which a number of parish council's were represented. Comments had been received from the parish councils in Bourn, Caxton, Comberton, Harlton, Heydon, Histon, Impington, Linton, Little Gransden, Longstowe, Meldreth, Milton, Stapleford, Steeple Morden and Swavesey.

Recognising parish councils' concern relating to the transparency of discussion at ChDM, the Corporate Manager (Planning and Sustainable Communities) reminded those present that such meetings had been introduced as a means of introducing an element of local member involvement at officer delegation meetings. ChDM. He emphasised that ChDM did not determine planning applications but simply decided whether to forward those applications before it to officers or to the full Planning Committee. It represented a statutory procedure with democratic input.

Central Government required a minimum of 90% of all planning applications to be dealt

with under delegation. The Planning Portfolio Holder reminded those present that this created its own pressure in terms of timescale. He also noted that every application present at ChDM was accompanied by a report prepared by officers.

The Planning Portfolio Holder confirmed that the options outlined in the report had been publicised through the Weekly Bulletin.

Members and parish council representatives made the following points:

- The notice given of upcoming items was often too short
- Transparency and local knowledge were crucial
- Parish councils are consulted early in the process and are often unaware of what other consultees are saying. This made it difficult to identify and request Conditions.
- Parish councils should at least be allowed to listen to discussions, even if representatives could not speak
- Reversion to all-day Committee meetings considering items previously dealt with under delegation had significant cost and officer-time implications, and would conflict with the Council's aim to determine at least 90% of applications at delegation.
- Approximate times for ChDM agenda items would be useful
- Parish councils and local members sometimes have different opinions about planning applications
- Parish councils should be given "listening rights" at ChDM for a trial period of 6-12 months
- All comments submitted in writing were given proper consideration

It was suggested that where a local member could not attend ChDM, an elected or co-opted parish Councillor should be allowed to attend, with full speaking rights, as substitute. In reply, the Legal Officer said that only local members had the right to speak at ChDM.

The Planning Portfolio Holder **agreed** to submit the following consultation response to the Planning Committee meeting on 7 October 2009:

"Central Government requires that South Cambridgeshire District Council determines a minimum of 90% of planning applications through delegation to officers. The Council introduced the Chairman's Delegation Meeting in an effort to recognise a statutory process but, at the same time, inject an element of local democracy. It is important to make sure that procedures remain effective, relevant and widely accepted. My view is that the contribution made by the Chairman's Delegation Meeting in its present form should be recognised and welcomed, but that, in the interests of transparency, interested parties (applicants, agents, objectors and parish councils) should from now on be invited to attend meetings, as observers only without speaking rights, subject to review in October 2010. Some amendments to the current Chairman's Delegation Procedure would be necessary for clarification and an amended procedure should be brought to the November meeting of the Committee."

19. PRE-APPLICATION CHARGING - PROGRESS TO DATE

Further to Minute no. 8 of the meeting held on 7 July 2009, the Planning Portfolio Holder considered a report containing more information about the charging structure for pre application advice.

Referring to paragraph 5 of the report, the Corporate Manager (Planning and Sustainable Communities) said that, on 11 September 2009, he would be leading a session at which all the Chief Planning Officers in Cambridgeshire would be focussing on South Cambridgeshire District Council's pre-application charging scheme.

The Planning Portfolio Holder welcomed the positive impact the scheme had had so far on the Planning Service.

The Planning Portfolio Holder

1. **authorised** officers to

a) charge a set fee, as set out below, covering the costs of planning officer time and specialist internal and external consultation

	Written advice only	Meeting with planning officer (including written follow-up)	Follow-up meeting (including written advice)
Strategic Development For all developments of over 100 residential units. For all other uses: over 5000 square metres or on sites greater than 2 hectares in area.	Not applicable	£600 plus VAT	By negotiation
Major Development For residential development: 10 or more dwellings, or a site area of 0.5 hectares. For all other uses: 1000 square meters or more of floorspace, or where the site area is 1 hectare or more. This includes changes of use of existing buildings.	£200 plus VAT	£600 plus VAT	£100 plus VAT
Minor Development For residential development: one to nine dwellings. For all other uses: new building or change of use of building of up to 999sqm floorspace.	£100 plus VAT	£300 plus VAT	£50 plus VAT
House Extension and Alterations	No Charge	No Charge	No Charge
Listed Building Advice	No Charge	No Charge	No Charge
Tree Advice	No Charge	No Charge	No Charge

**Tree Preservation
Orders (TPOs) and
Trees in Conservation
Area**

No Charge

No Charge

No Charge

- b) defer charging until 1 October 2009
- c) arrange staff training in relation to the role of the duty officer, and the giving of Informal and formal pre-application advice
- d) redesign the website to promote the pre-application advisory service

2. **instructed** officers to present him with a progress report in March 2010 in order to

- a) identify any areas for improvement
- b) review charging levels
- c) quantify use made of the service by Agents
- d) consider whether the service should be extended to other types of application and to functions forming part of the New Communities portfolio.

20. COMMUNITY FACILITY GRANT APPLICATION - WATERBEACH PARISH COUNCIL

The New Communities Portfolio Holder considered a request from Waterbeach Parish Council for a grant of £40,000 (10% of the total project costs) towards a new Youth and Community building.

He noted that the total budget for 2009-10 was £100,000, of which £66,149 was available to spend.

The New Communities Portfolio Holder **agreed** to the provision of a grant of £40,000 (10% of the total project costs) towards the costs of a new Youth and Community building at Waterbeach.

21. FINANCIAL MONITORING REPORT - PLANNING PORTFOLIO EXPENDITURE TO 31 JULY 2009

The Planning Portfolio Holder received a report comparing the actual revenue and capital expenditure to 31 July 2009 for the Planning Services Portfolio with the annual budget for the year ending 31 March 2010.

Referring to paragraph 7 of the report, the Corporate Manager (Planning and Sustainable Communities) said that the Planning Service had dispensed with two posts. He added that the Council was likely to receive a lower Planning Delivery Grant in 2009-10, while appeal costs would probably rise, partly as a result of expensive hearings relating to wind farm applications.

The Planning Portfolio Holder noted the report, saying that it reflected the difficult economic conditions facing the Council both now and for the next few years.

22. FINANCIAL MONITORING REPORT - NEW COMMUNITIES PORTFOLIO EXPENDITURE TO 31 JULY 2009

The New Communities Portfolio Holder received a report comparing the actual revenue and capital expenditure to 31 July 2009 for the New Communities Portfolio with the annual budget for the year ending 31 March 2010.

The Principal Accountant (General Fund and Costing) said that expenditure levels were on

target, with savings likely to be found from within the growth agenda and community budgets.

The New Communities Portfolio Holder observed that major developments, in particular, were being adversely affected by the current economic climate. It was important to protect frontline services where possible.

23. FORWARD PLAN

The Planning Portfolio Holder and New Communities Portfolio Holder noted the Planning and New Communities Portfolio Holders' Forward Plan.

24. DATE OF NEXT MEETING

The Planning Portfolio Holder and New Communities Portfolio Holder noted that there would be an extra meeting on Thursday 1 October 2009 to deal with items relevant only to the New Communities Portfolio. It would start at 2.00pm in the Jeavons Room, South Cambridgeshire Hall, Cambourne Business Park, Cambourne.

The Meeting ended at 11.50 a.m.

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: New Communities Portfolio Holder 1 October 2009
AUTHOR/S: Executive Director (Operational Services) / Corporate Manager
(Planning and Sustainable Communities)

**LOCAL DEVELOPMENT FRAMEWORK -
CONSULTATION ON SUPPLEMENTARY PLANNING DOCUMENTS**

Purpose

1. The purpose of this report is to seek agreement for a number of Supplementary Planning Documents (SPD) to be published for consultation. The SPDs to be consulted on are as follows:
 - Affordable Housing
 - District Design Guide: High Quality and Sustainable Development in South Cambridgeshire
 - Landscape in New Developments

Background

2. The purpose of Supplementary Planning Documents is to expand on policies set out in Development Plan Documents and to provide additional detail. The Council has adopted a number of Development Plan Documents (DPD) that form part of the Local Development Framework. The three SPDs that have been currently prepared relate to policies contained within the adopted Development Control Policies DPD, and in the adopted Area Action Plans (AAP) for Northstowe, Cambridge East, and Cambridge Southern Fringe.

Process for preparing the Supplementary Planning Documents

3. The draft SPDs have been prepared in consultation with the relevant specialist officers within the Council. Following the enactment of the Planning Act 2008 and a change to the Regulations in 2009 there is no longer a requirement to carry out a Sustainability Appraisal (SA) of the social, environmental and economic effects of the proposals contained within each SPD. However, under the European Union Strategic Environment Assessment (SEA) Directive, the Council still needs to consider whether there will be any significant environmental effects of the SPDs. Given the parent policies in the DPDs have been fully appraised, and SPDs cannot create new policy, it is considered unnecessary to undertake an SA / SEA of the SPDs. A statement to this effect has been prepared and will be published alongside the draft SPDs (Appendix 4).
4. The Habitats Directive (Council Directive 92/43/EEC) sets out the requirement for Assessment of plans or projects affecting Natura 2000 sites¹. The first stage in carrying out an HRA is the scoping report which identifies the likely impacts upon a Natura 2000 or Ramsar site, either alone or in combination with other projects or

¹ Natura 2000 is a Europe-wide network of sites of international importance for nature conservation established under the European Council Directive 'on the conservation of natural habitats and of wild fauna and flora' – (92/43/EEC 'Habitats Directive').

plans, and considers whether these impacts are likely to be significant. If it is found that there is not likely to be a significant impact then a full Appropriate Assessment would not need to be carried out. Each of the DPDs containing the parent policies for the SPDs has been found to have no likely significant impact. Given the parent policies in the DPDs have been fully appraised, and SPDs cannot create new policy, it is considered unnecessary to undertake an assessment of the SPDs. A statement to this effect has been prepared and will be published alongside the draft SPDs (Appendix 5).

5. As part of the process of preparing an SPD there must be an opportunity for representations to be made on their content. If agreed by the Portfolio Holder, the three SPDs and their accompanying documents will be subject to six weeks of public consultation, which is anticipated will start before the end of October.
6. The Council will consider the representations on the draft SPDs and make any relevant changes to the SPDs as a result of comments received. A report will then be made to Cabinet on the representations submitted, and Cabinet will make the decision whether to adopt the documents.

The three SPDs being considered

- ***Affordable Housing SPD***

7. The SPD expands on district-wide policies in the Development Control Policies Development Plan Document (DPD), adopted in July 2007. Policies seek to ensure that a suitable proportion, type and mix of Affordable Housing is provided through new development and also provide for rural exceptions sites, to address the high level of housing need in the district, and this SPD provides additional details on how these policies will be implemented.

Note – There is a section in the SPD on Model Section 106 Clauses – the Model Section 106 Clauses are in preparation and will be tabled at the meeting, or provided in advance if possible.

- ***District Design Guide: High Quality and Sustainable Development in South Cambridgeshire SPD***

8. Achieving good design and sustainable development are the core principals underlying planning. At the heart of sustainable development is the simple idea of ensuring a better quality of life for everyone, now and for future generations. The aim of this SPD is to provide additional guidance on how developments can ensure they are sustainable and achieve a high quality of design in a way that respects the local context.

Note – There is further formatting to be undertaken on the Design Guide SPD, including the insertion of more illustrations than currently presented. These will be added to the text before the consultation.

- ***Landscape in New Developments SPD***

9. Landscaping should not be peripheral to the planning process but fully integrated into the design stages. The SPD seeks to ensure consideration is given, wherever possible, to the retention of landscaping features within developments, or to incorporating new planting into new designs. Landscaping is a valuable addition to any development, often helping to create accessible green spaces for wildlife and

people, and achieve development of a high quality design in the local landscape or townscape, and to contribute to a better quality of life.

Implications

10. Financial	Within existing budgets
Legal	None
Staffing	Staffing will be required to manage the consultation process, although this can be accommodated within existing resources.
Risk Management	No significant risks. The Consultation responses will highlight any issues for further consideration by the Council.
Equal Opportunities	The SPDs have each been subject to an Equality Impact Assessment (see Appendix 6) and have been shown to have a neutral and/or positive impact on Equal Opportunities.

Consultations

11. The Council’s Appeals Team, Major Development Team, New Communities Section, Urban Design Team, Development Control officers, Planning Policy Team, and Housing Development Team have been consulted during the preparation of the Supplementary Planning Document.

Effect on Strategic Aims

12.	Commitment to being a listening council, providing first class services accessible to all.
	N/A
	Commitment to ensuring that South Cambridgeshire continues to be a safe and healthy place for all.
	The SPDs will provide a framework for planning within South Cambridgeshire and will assist in improving the environment of the district.
	Commitment to making South Cambridgeshire a place in which residents can feel proud to live.
	The SPDs will provide a framework for planning within South Cambridgeshire and will assist in improving the environment of the district.
	Commitment to assisting provision for local jobs for all.
	N/A
	Commitment to providing a voice for rural life.
	N/A

Recommendations

13. It is recommended
- (a) that the New Communities Portfolio Holder agrees the following documents for consultation:
- Draft Affordable Housing Supplementary Planning Document (Appendix 1)

- Draft District Design Guide: High Quality and Sustainable Development in South Cambridgeshire Supplementary Planning Document (Appendix 2)
 - Draft Landscape in New Developments Supplementary Planning Document (Appendix 3)
- (b) that the New Communities Portfolio Holder notes the Sustainability Appraisal Statement (Appendix 4) and Habitat Regulations Assessment Statement (Appendix 5).
- (c) that authority be given to the Corporate Manager (Planning and Sustainable Communities) to make minor amendments to the above documents.

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

- Development Control Policies DPD
- Northstowe Area Action Plan
- Cambridge East Area Action Plan
- Cambridge Southern Fringe Area Action Plan
- South Cambridgeshire Design Guide 2005
- PPS1 Delivering Sustainable Development
- Planning and Climate Change – Supplement to PPS1
- PPS3 Housing

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO:	Portfolio Holder for New Communities Portfolio Holder for Planning	1 October 2009
AUTHOR/S:	Executive Director (Operational Services) / Corporate Manager (Planning and Sustainable Communities)	

**LOCAL DEVELOPMENT FRAMEWORK -
CONSULTATION ON STATEMENT OF COMMUNITY INVOLVEMENT**

Purpose

- 1 The purpose of this report is to seek agreement for the draft Statement of Community Involvement (SCI) to be published for consultation, and to give authority to the Corporate Manager (Planning and Sustainable Communities) to make minor amendments to the document, which will form part of the Local Development Framework (LDF) for South Cambridgeshire. It provides information on how the Council will involve the community and stakeholders in the planning process.
- 2 This is a key decision because it is included as one of the key aims of the Council to achieve in 2009/10. It was first published in the August 2009 Forward Plan.

Background

- 3 The Statement of Community Involvement is one of the key documents in the LDF. It sets out when and how the Council will be consulting on the LDF with the community that lives and works in South Cambridgeshire. It also describes the ways in which individuals can have a say on planning applications being considered by the Council.
- 4 The Council in its Corporate Plan for 2009/10 has identified the preparing and consulting on a Statement of Community Involvement as a Council Action to be implemented this year. This action will help achieve the Council's Aim A that states 'We Are Committed To Being A Listening Council Providing First Class Services Accessible To All'. This aim will be realised by the Council listening to and engaging with the local community.

Draft SCI for consultation

- 5 The Council has produced a draft SCI for consultation for six weeks, which is anticipated to start at the end of October. This sets out the existing tried and tested consultation procedures that South Cambs has been using for consulting on its LDF and planning applications so it is clear who can have a say and when and how they can get involved in the planning process. There are some statutory duties that are set out in national regulations for local planning authorities to follow when consulting on both planning policy documents and planning applications. South Cambridgeshire District Council carries out these statutory requirements and also additional methods have been used to involve the community and stakeholders in planning matters.
- 6 The draft SCI also has provided an opportunity for the Council to reassess how it carries out consultations and to suggest some improvements. It provides an opportunity for the community and stakeholders to suggest ways the Council could improve its current way of doing things.

- 7 The Council will consider the representations on the draft SCI and make any relevant changes to the SCI as a result of comments received. A report will then be made to Cabinet on the representations submitted, and Cabinet will make the decision whether to adopt the document.

Implications

- 8 In preparing the SCI consideration has had to be given to the resource implications of this project. The Council has in the past used a variety of methods to consult with the community and stakeholders on planning matters – these are tried and tested methods. The draft SCI does include some suggested additional methods of consultation to be carried out in the future. The Council needs to know from the community how they want to be consulted so that the limited resources that are available for consultation are used in the most efficient and effective way.

Financial	Resources will be used in a more effective and efficient way by having consultation methods on planning matters set out clearly in the draft SCI.
Legal	The Council must prepare a Statement of Community Involvement to form part of its Local Development Framework.
Staffing	Staffing will be required to manage the consultation process, although this can be accommodated within existing resources.
Risk Management	No significant risks.
Equal Opportunities	The Statement of Community Involvement is highlighting how the Council consults currently with the minority or disadvantaged groups and suggests future changes. An Equalities Impact Assessment has been carried out on the draft SCI.

Consultations

- 9 In preparing this draft SCI consultations have taken place with officers in Development Control who are involved with planning applications; New Communities Team – Major Development team who deal with major applications, Section 106 Officer, Community Engagement & Communications Officer, Community Facilities Project Manager; Local Strategic Partnership Manager; and the Equalities and Diversities Officer.

Effect on Strategic Aims

- 10 **Commitment to being a listening council, providing first class services accessible to all.**
 The preparation for consultation of a draft Statement of Community Involvement will directly assist the Council in being a listening council. The SCI sets out how and when people may become involved in planning matters. The community and stakeholders can comment on the draft and respond in saying how they wish to be involved in planning matters in future. The document also highlights how minority and disadvantaged can become involved in planning matters in South Cambs.

<p>Commitment to ensuring that South Cambridgeshire continues to be a safe and healthy place for all.</p> <p>By having clearly set out how consultations on planning matters will be carried out there is the opportunity for people to ensure that planning policy documents and planning applications consider safety and health issues within South Cambs, to ensure that they taken into account in place-making.</p>
<p>Commitment to making South Cambridgeshire a place in which residents can feel proud to live.</p> <p>By responding to consultations on planning matters residents will feel part of the place making within South Cambridgeshire.</p>
<p>Commitment to assisting provision for local jobs for all.</p> <p>By producing a Statement of Community Involvement the local community and stakeholders can participate in consultation on planning matters particularly those relating the economy of the district.</p>
<p>Commitment to providing a voice for rural life.</p> <p>The Statement of Community Involvement sets out clearly how the community and stakeholders can become involved in consultations on planning matters. The SCI will directly provide an opportunity for people to express their views on planning matters in future.</p>

Recommendations

11 It is recommended -

- That the New Communities Portfolio Holder and Planning Portfolio Holder agree for consultation, as affects their individual portfolios, the draft Statement of Community Involvement:
- That authority be given to the Corporate Manager (Planning and Sustainable Communities) to make minor amendments to the above document.

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

Parish Planning Pack produced by South Cambs

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: New Communities Portfolio Holder 1 October 2009
AUTHOR/S: Executive Director (Operational Services) / Corporate Manager
(Planning and Sustainable Communities)

**ST EDMUNDSBURY BOROUGH COUNCIL LOCAL DEVELOPMENT FRAMEWORK:
CORE STRATEGY DRAFT SUBMISSION DOCUMENT, DEVELOPMENT MANAGEMENT
PREFERRED OPTIONS, AND SITE ALLOCATIONS ISSUES AND OPTIONS**

Purpose

1. The purpose of this report is to agree the response to St Edmundsbury Borough Council on their Local Development Framework documents.

Background

2. St Edmundsbury Borough Council (SEBC) is undertaking an eight-week consultation between 12 August to 7 October 2009 on its Core Strategy Draft Submission Document, Development Management Preferred Options and Site Allocations Issues and Options.

Core Strategy Draft Submission Document

3. The Core Strategy Submission document sets out the approach to how and where the borough can accommodate sustainable growth up to 2031. It outlines broad locations for accommodating growth around Bury St Edmunds and Haverhill as well as providing strategic guidance on issues such as protecting the natural and historic environment, defining a settlement hierarchy for the borough, sustainable transport and retail, leisure and office development.
4. The Core Strategy sets out how it will meet the requirement in the East of England Plan for a minimum of 10,000 new homes to be built in St Edmundsbury between 2001 and 2021, and a further 5,400 between 2021 and 2031. SEBC is proposing approximately 50% of the houses will be built in Bury St Edmunds, 34% at Haverhill and 16% in the rural area, focussed largely on the Key Service Centres.
5. In addition, there is a requirement to provide a proportion of the identified 18,000 new jobs that the regional plan identifies will be required in Forest Heath, Mid Suffolk and St Edmundsbury between 2001 and 2021. The three authorities commissioned a joint Western Suffolk Employment Land Review (ELR), which shows Bury St Edmunds and Haverhill have strong demand for employment land and potential for employment growth. The ELR recommends the promotion of Haverhill as part of the Cambridge Sub-Region and the encouragement of development on existing allocated sites. It also recommends working with partners to improve and upgrade the A1307 Cambridge Road.
6. SEBC propose to prepare Area Action Plans for the whole of Bury St Edmunds and Haverhill later in 2009. However, the Core Strategy includes Strategic Sites which are capable of delivering a mix of uses over the plan period. Five sites have been identified around Bury St Edmunds and one new site around Haverhill.

Development Management Preferred Options

7. The Development Management document sets out the Development Control Policies against which proposals for development will be considered. It contains policies on many issues including affordable housing, climate change and nature conservation. Many of these policies are 'saved' Local Plan policies which have been rolled forward, some with minor amendments.

Site Allocations Issues and Options

8. SEBC asked developers and landowners to submit details of sites that they considered should be appropriate for development to meet the needs of the borough to 2031. The Council has previously consulted on 153 sites submitted in May 2008, and at this time allowed further sites to be proposed. A total of 74 additional sites were proposed and these are now being consulted on. None of these would impact on South Cambridgeshire.

Issues for South Cambridgeshire

9. SEBC previously consulted on Core Strategy Preferred Options in November 2008 and Issues & Options in March 2008. The Council has previously made representations to SEBC, the latest comments on the Preferred Options were as follows:

“Support for the development strategy focussing development on the more sustainable, larger service centres where there is greater scope to provide a range of facilities and services to meet local needs, reduce the need to travel, and where possible maximise opportunities for travel by non-car modes. However, this needs to be balanced with opportunities for maximising the reuse of suitable brownfield land and known infrastructure issues. In particular, the Core Strategy will need to be able to demonstrate the deliverability of housing at Bury St Edmunds in the longer term, which may be constrained due to capacity constraints relating to the A14.

The Council would request that care is taken when drafting proposals for the Strategic Development Sites at Haverhill to ensure the balanced growth of Haverhill, to restore the balance between housing and employment and redress the high levels of out-commuting. The Council request that before any further development is planned at Haverhill, or in settlements that access onto or impact on the A1307, a strategy is developed to address capacity and safety issues on the A1307. This strategy should be developed in partnership with Cambridgeshire County Council, South Cambridgeshire District Council, local Parish Councils and Suffolk County Council. Only if the strategy is able to demonstrate that adequate mitigation measures are possible should further development be permitted that would impact upon this route. Such development should then be required to make financial contributions towards upgrading this route in accordance with the strategy.

The Council would support the retention of the Local Plan employment allocation at Hanchett End, Haverhill (Site Ref. LP14). This will help restore the balance of housing and employment and redress the high levels of out-commuting.”

10. The draft Submission document addresses the Council's previous concerns in the following ways:

Vision - Haverhill

Regeneration of the town centre will continue with the aim of being able to have a more attractive retail, leisure and employment offer to its residents to decrease the amount of out-commuting. It will diversify its employment base, building on the strong links it has with Cambridge and Stansted. To achieve this, long-term sustainable transport solutions will be developed to mitigate the difficulties of accessing strategic road networks along the A1307, A1017 and A143.

Policy CS1 – St Edmundsbury Spatial Strategy

Provides the framework for environmentally sustainable economic growth, and seeks to focus development on the towns of Bury St Edmunds and Haverhill, supported by appropriate levels of development at the Key Service Centres, Local Service Centres and Infill Villages, whilst maximising opportunities for using brownfield land and protecting the identity of surrounding villages.

Policy CS8 – Strategic Transport Improvements

States that SEBC will continue to work with partners, including Suffolk County Council and the Highways Agency and developers to secure the necessary infrastructure as identified in the Infrastructure Delivery Plan. It particularly recognises achieving improvements to junctions 43 and 44 of the A14, transport safety on A1307 between Haverhill and A11, and relieving the adverse impacts of traffic in Bury St Edmunds, Haverhill and villages with identified transport issues.

Policy CS9 – Employment and the Local Economy

Allocates land east of the Suffolk Business Park in Bury St Edmunds and Hanchett End in Haverhill to enable the delivery of additional jobs in sustainable locations. It also refers to the Area Action Plans that will ensure employment growth within a diverse local economy. Haverhill will be the focus of growth in the south of the borough so it can continue to meet local employment needs in the Greater Cambridge area, particularly those of research and development and bio-technology industries.

Other issues – Provision for Gypsies and Travellers

11. At the time of the Preferred Options Core Strategy consultation a single issue review of the East of England Plan “Planning for Gypsy and Traveller Accommodation” was still underway. As a result the Preferred Options document referred to the draft policy and stated that the Site Allocations DPD would address the identification of potential sites in the borough to address this need. In July 2009 the East of England Plan Policies H3 Provision for Gypsies and Travellers and H4 Provision for Travelling Showpeople were published.
12. Policy H3 sets out a requirement for a minimum of 20 additional pitches in St Edmundsbury between 2006 and 2011. In addition appropriate provision must continue beyond 2011, to accommodate household growth. This is addressed through a 3% compound annual growth rate, following a regional pitch distribution. This creates an additional requirement for 17 pitches for the period 2011 to 2021. Policy H3 also requires provision of 20 Transit sites in Suffolk by 2011; provision should include the Ipswich / Felixstowe area.
13. Policy H4 requires 184 net additional plots for Travelling Showpeople by 2011, together with a 1.5% compound annual growth 2011 and 2021. Suffolk is required to provide 9 additional plots to 2011 in Suffolk Coastal and elsewhere, and one plot between 2011 and 2021.

14. The draft Submission Core Strategy includes Policy CS6 Gypsy and Traveller Accommodation, which sets out a series of criteria for determining suitable locations for sites. It does not specifically address provision of sites, and refers to this being identified through Area Action Plans and the Rural Site Allocations DPD. The supporting text to Policy CS6 (paragraphs 4.76 – 4.78) recognises the outcome of the East of England Plan single issue review. However, it only refers to making provision for up to 20 Gypsy and Traveller pitches by 2011 and there is no reference made to further provision beyond 2011. This does not reflect the minimum requirements in Policy H3 nor make provision for the longer term, despite the Core Strategy covering the period to 2031.
15. There is little consideration of Transit sites, other than stating the need is low but the situation should be looked at regularly, and any sites will be in the Area Action Plans and the Rural Site Allocations DPD. There is no mention of provision for Travelling Showpeople. Whilst the figures for Transit Sites and Travelling Showpeople in Policies H3 and H4 are countywide for Suffolk, the supporting text should recognise this and demonstrate how the distribution of these sites will be addressed and delivered.

Proposed Response to St Edmundsbury Borough Council

16. As a result, it is suggested the Council make the following representations to the St Edmundsbury Core Strategy Draft Submission Document:

1. Object to Policy CS6

East of England Plan Policy H3 Provision for Gypsies and Travellers requires the provision of a minimum of 20 additional pitches in St Edmundsbury between 2006 and 2011. The supporting text to Policy CS6 only refers to making provision for up to 20 pitches by 2011. The wording up to 20 pitches restricts provision to no more than 20 pitches. This is not consistent with Policy H3, which requires local authorities to provide at least 1,247 net additional residential pitches by 2011 to provide for the existing backlog. The text at paragraph 4.77 should therefore be amended to be consistent with the requirements in Policy H3.

East of England Plan Policy H3 also requires appropriate provision of pitches to continue beyond 2011, in order to accommodate household growth. This is addressed through the requirement for a 3% compound annual growth rate following regional pitch distribution. This creates an additional requirement for 17 pitches for the period 2011 to 2021. The supporting text to Policy CS6 makes no provision for pitches beyond 2011, and should therefore be amended to be consistent with the requirements in Policy H3.

Policy H3 requires local authorities to work together to establish a network of Transit pitches, requiring 160 pitches across the region by 2011; the location and size of sites should be defined following local studies. Suffolk is required to provide 20 additional pitches; provision should include the Ipswich / Felixstowe area. The supporting text to Policy CS6 makes no reference to Transit sites other than these will be identified through Area Action Plans and the Rural Site Allocations DPD. This does not conform to Policy H3 which requires local studies to determine the location and size of sites. The supporting text should therefore be

amended to recognise this and demonstrate how the distribution of these sites will be addressed and delivered.

Policy H4 Provision for Travelling Showpeople requires 184 net additional plots for Travelling Showpeople by 2011, together with a compound increase of 1.5% between 2011 and 2021. Suffolk is required to provide 9 additional plots to 2011 in Suffolk Coastal and elsewhere, and 4 plots between 2011 and 2021. The Core Strategy makes no reference to the level of need that should be provided for, or how this need will be addressed across the county, and should be amended accordingly.

In the same way that the district's housing requirement is addressed in Policy CS1, provision for Gypsies, Travellers and Travelling Showpeople should be addressed within policy and not in the supporting text. Whilst it is recognised that the actual provision for Gypsies, Travellers and Travelling Showpeople will be addressed through the Area Action Plans and Rural Site Allocations DPD, there should be an overarching policy in the Core Strategy setting out the numbers to be provided during the plan period.

As drafted, the Core Strategy is not legally compliant as it does not conform to the Regional Spatial Strategy.

The Core Strategy is not justified – it does not provide the most appropriate strategy when considered against all reasonable alternatives. It should make adequate provision for Gypsy and Traveller accommodation to ensure their needs, as identified through the Regional Spatial Strategy, can be met.

2. Support Vision for Haverhill

Support for the Vision for the regeneration of Haverhill and the aim for making it a more attractive centre and reducing the need for out-commuting. In particular, support the development of sustainable transport solutions to mitigate the difficulties of accessing the strategic road network along the A1307. This should address the existing capacity and safety issues along the A1307 between Haverhill and Cambridge.

3. Support Policy CS1 – St Edmundsbury Spatial Strategy

Support for the development strategy focussing development on the more sustainable, larger service centres where there is greater scope to provide a range of facilities and services to meet local needs, reduce the need to travel, and where possible maximise opportunities for travel by non-car modes. However, this needs to be balanced with opportunities for maximising the reuse of suitable brownfield land and known infrastructure issues. In particular, the Core Strategy will need to be able to demonstrate the deliverability of housing at Bury St Edmunds in the longer term, which may be constrained due to capacity constraints relating to the A14.

4. Support Policy CS8 – Strategic Transport Improvements

Support the intention to work with partners to secure the necessary infrastructure improvements, particularly to address the safety issues along the A1307 between

Haverhill and Cambridge, and would urge partnership working with Cambridgeshire County Council, South Cambridgeshire District Council, and local Parish Councils.

Implications

17.	Financial	As this Plan belongs to another Local Authority, there are no implications for South Cambridgeshire District Council
	Legal	
	Staffing	
	Risk Management	
	Equal Opportunities	

Consultations

18. None.

Effect on Strategic Aims

19.	Commitment to being a listening council, providing first class services accessible to all.
	N/A
	Commitment to ensuring that South Cambridgeshire continues to be a safe and healthy place for all.
	The proposed response to SEBC should help to maintain the quality of environment for our community living close to St Edmundsbury borough.
	Commitment to making South Cambridgeshire a place in which residents can feel proud to live.
	The proposed response to SEBC should help to maintain the quality of environment for our community living close to St Edmundsbury borough.
	Commitment to assisting provision for local jobs for all.
	The proposed response to SEBC should help to maintain the quality of environment for our community living close to St Edmundsbury borough.
	Commitment to providing a voice for rural life.
	N/A

Recommendations

20. It is recommended that the New Communities Portfolio Holder agree the four representations to be made to St Edmundsbury Borough Council's Core Strategy Draft Submission Document as set out in paragraph 16.

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

St Edmundsbury Borough Council's Core Strategy Draft Submission Document August 2009
 St Edmundsbury Borough Council's Development Management Preferred Options August 2009

St Edmundsbury Borough Council's Site Allocation Issues and Options August 2009

New Communities Portfolio Holder Decision January 2009

Growth and Sustainable Communities Portfolio Holder Decision May 2008

St Edmundsbury Borough Council's Core Strategy Preferred Options Report November 2008

St Edmundsbury Borough Council's Strategic Sites Issues & Options Report November 2008

St Edmundsbury Borough Council's Core Strategy Issues & Options Report March 2008

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Forward Plan – Planning and New Communities Portfolio Holders' meetings

Date of meeting	Portfolio	Agenda Item	Responsible officer
5 November 2009	P	Systems Thinking	GJ
	NC	Residents' survey in Cambourne and Orchard Park	KH
	P / NC	Service Plans (two reports)	GJ / JM
	P	S. 106 Monitoring fees	JF
	P	EERA consultation on RSS scenarios for development 2011 - 2031	KM
	P	Cambridgeshire Horizons Integrated Development Plan	KM
December 2009?	P	GTDPD	JD
26 January 2010	P / NC	Draft Capital and Revenue Estimates (non-key – two reports)	DG / PH
2 March 2010	P / NC	Financial Monitoring report up to 31 Jan 2010 (two reports)	DG / PH
	P	Uncommitted Balances to be carried forward	PH
	P / NC	Service Plans (two reports)	GJ / JM
	P	Pre-application charging – update	GJ / DR
	NC	Capital Grant – Milton Community Centre	JT
	NC	Capital Grant - Swavesey Performing Arts Centre, Swavesey Village College	JT
11 May 2010			

Key

AT Alison Talkington	JD Jonathan Dixon
CN Corrie Newell	JF James Fisher
CS Claire Spencer	JM Jo Mills
DB David Bevan	JT Jane Thompson
DG David Grimster	KH Kirsty Human
DR David Rush	PH Peter Harris
GJ Gareth Jones	TB Tom Barance

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