

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

t: 03450 450 500  
f: 01954 713149  
dx: DX 729500 Cambridge 15  
minicom: 01480 376743  
[www.scambs.gov.uk](http://www.scambs.gov.uk)



17 January 2011

To: Councillor David Bard, Portfolio Holder

Lynda Harford  
David Morgan

Bridget Smith

Jim Stewart

Opposition Spokesman  
Scrutiny and Overview Committee  
Monitor  
Scrutiny and Overview Committee  
Monitor and Opposition Spokesman  
Opposition Spokesman

Dear Sir / Madam

You are invited to attend the next meeting of **NEW COMMUNITIES PORTFOLIO HOLDER'S MEETING**, which will be held in **MONKFIELD ROOM, FIRST FLOOR** at South Cambridgeshire Hall on **TUESDAY, 25 JANUARY 2011 at 11.15 a.m.**

Yours faithfully  
**JEAN HUNTER**  
Chief Executive

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

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<b>AGENDA</b>		<b>PAGES</b>
<b>PROCEDURAL ITEMS</b>		
<b>1.</b>	<b>Declarations of Interest</b>	
<b>2.</b>	<b>Minutes of Previous Meeting</b> The Portfolio Holder is asked to sign the Minutes of the meeting held on 14 December 2010 as a correct record.	<b>1 - 6</b>
<b>RECOMMENDATIONS TO CABINET</b>		
<b>3.</b>	<b>Capital and Revenue Estimates 2011-12: New Communities (Key)</b>	<b>7 - 26</b>
<b>DECISION ITEMS</b>		
<b>4.</b>	<b>Foodstore Provision In North West Cambridge - Analysis of Public Consultation Responses And Proposed Approach For Developing Informal Planning Policy Guidance</b> Appendices A and B are attached to the electronic version of the agenda.	<b>27 - 32</b>
<b>5.</b>	<b>Young People's Plan (Key)</b>	<b>33 - 52</b>
<b>6.</b>	<b>Cambridgeshire Green Infrastructure Strategy</b>	<b>53 - 60</b>

Appendices A and B, and the Glossary, are attached to the electronic version of the agenda.

#### **MONITORING ITEM**

7. **Service Improvements & Performance Indicators 2010/11: Third Quarter** **61 - 72**

#### **INFORMATION ITEMS**

8. **Sustainable Parish Energy Partnership - Activity Update** **73 - 78**

#### **STANDING ITEMS**

9. **Forward Plan** **79 - 80**

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.

10. **Date of Next Meeting**

Tuesday 8 March 2011 at 11.15am or upon completion of the Planning Portfolio Holder meeting (whichever is the latter)

#### **OUR VISION**

- We will make South Cambridgeshire a safe and healthy place where residents are proud to live and where there will be opportunities for employment, enterprise and world-leading innovation.
- We will be a listening Council, providing a voice for rural life and first-class services accessible to all.

#### **OUR VALUES**

We will demonstrate our corporate values in all our actions. These are:

- Trust
- Mutual respect
- A commitment to improving services
- Customer service

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**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

Minutes of the New Communities Portfolio Holder's Meeting held on  
Tuesday, 14 December 2010 at 11.15 a.m.

Portfolio Holder: David Bard

**Councillors in attendance:**

Scrutiny and Overview Committee monitors:

Scrutiny and Overview Committee monitors  
and Opposition spokesmen: Bridget Smith

Opposition spokesmen: Lynda Harford

Also in attendance: Nigel Cathcart, Douglas de Lacey, Sue Ellington,  
Mike Mason, David McCraith, Hazel Smith,  
John F Williams and Nick Wright

**Officers:**

Jonathan Dixon	Principal Planning Policy Officer (Transport)
Jane Green	Head of New Communities
Keith Miles	Planning Policy Manager
Jo Mills	Corporate Manager, Planning and New Communities
Jennifer Nuttycombe	Planning Policy Officer
Andy O'Hanlon	Development Officer
Ian Senior	Democratic Services Officer

**19. DECLARATIONS OF INTEREST**

Councillor Nigel Cathcart declared a personal interest as living close to one of the sites, in Bassingbourn, identified as a site Option in the Gypsy and Traveller Development Plan Document.

Councillor Lynda Harford declared a personal interest as a member of Cottenham Parish Council.

Councillor Bridget Smith declared a personal interest as a trustee of stART.

Councillor Hazel Smith declared a personal interest as a member of Milton Parish Council.

**20. MINUTES OF PREVIOUS MEETING**

The New Communities Portfolio Holder agreed that the Minutes of the New Communities Portfolio Holder's meeting held on 7 October 2010 were a correct record.

**21. GYPSY AND TRAVELLER DEVELOPMENT PLAN DOCUMENT (GTDPD) - UPDATE**

The New Communities Portfolio Holder considered a report and appendices analysing the results of consultation on the Gypsy and Traveller Development Plan Document Issues and Options 2 - Site Options and Policies. .

The Planning Policy Manager said that officers had expected that, by now, they would have had sufficient time to consider the draft Localism Bill, and would have received the

new guidance proposed by the Government regarding planning for Gypsy and Traveller accommodation. In the event, the Bill had only been published the day before the Portfolio Holder meeting, and the Guidance Note was still awaited. The report therefore focused on identifying which sites were no longer site options as a result of issues raised during the consultation period, and outlined the next steps in the plan making process.

The New Communities Portfolio Holder referred to a letter received on 13<sup>th</sup> December from solicitors acting on behalf of the Northwest Cambridge Consortium of Landowners and Barratt Strategic calling into doubt the legality of the process being followed. He said that that process was fully compliant with the Constitution, and pointed out that he would not actually be finalising the Plan at the current meeting in any event. The Portfolio Holder noted that Site 5 (land between Madingley Road and Huntingdon Road, Cambridge) had different policy considerations applying to that site. On a separate issue, Site 7 (Cambourne) was no longer a Site Option for delivery through the major development proposal for the remaining 950 dwellings, but other sites might yet be identified elsewhere in Cambourne.

Those present made the following points:

- The methodology adopted for conducting needs assessments should be robust enough to avoid double-counting.
- There was support for Site 18 (Spring Lane, Bassingbourne) no longer being a Site Option, but concern that the Site Option near to the A1198 needed further consideration.
- The existing Travellers site at Smithy Fen, Cottenham should not be expanded.
- The assessment of noise issues in relation to the railway station and sidings at Chesterton Fen Road was welcomed.
- Appropriate drainage was essential.

The New Communities Portfolio Holder

- (a) **noted** the representations received during the Issues and Options 2 consultation, set out in Appendix 1
- (b) **agreed** the responses and recommendations in Appendix 2:
  - review the approach to the Gypsy and Traveller Development Plan Document (DPD) in 2011 when the new Needs Assessment has been completed and further information regarding government policy, in particular the Localism Bill and the new guidance regarding planning for Gypsy and Traveller Accommodation, is available.
  - review the Vision and Objectives in light of the approach to the development plan following changes to government policy having regard to relevant issues raised during the consultation.
  - provision at major developments could be either public or private, determined at the time of delivery and taking account of needs at the time. A Site Delivery Strategy will be prepared to explore innovative methods of site delivery, funding and management.
  - review the criteria based policy on major developments following changes to government policy having regard to relevant issues raised during the consultation.

- major developments should be required to provide a specific number of pitches through the GTDPD, with flexibility on how that number is provided left to masterplanning of the development.
  - the delivery of sites should be phased so that key services and facilities at the major development are available before Gypsy and Traveller pitches are occupied.
  - prepare local guidance on design of Gypsy and Traveller sites, including site size, and consult on it at the next opportunity, including consultation with Gypsies and Travellers.
  - the following sites are no longer site options:
    - Site 5: University site - Land between Madingley Road and Huntingdon Road Cambridge)
    - Site 7: Cambourne (in association with a major development proposal)
    - Site 18: Land at Spring Lane, Bassingbourn
    - Site 21: Blackwell (Transit Site)
  - commission further assessment of the potential noise impacts of train stabling and the proposed new railway station at Chesterton Sidings on the Chesterton Fen Road area.
  - sites suggested through the consultation by, or with the support of, landowners, are subject to public consultation at the next stage of the plan making process, identifying whether or not they should be proposed as site options or rejected.
  - if sites are allocated in the Green Belt under exceptional circumstances, they should remain in the Green Belt, including the area west of Chesterton Fen Road if sites are allocated in this area.
  - Policy CNF6 from the Local Plan 2004 should not be included within the Gypsy and Traveller Development Plan Document and will be superseded by it.
  - review the draft policies for windfall development and site design in light of anticipated new government guidance.
  - utilise the monitoring indicators currently included in the Annual Monitoring Report to monitor the performance of the Gypsy and Traveller DPD. Add information regarding unauthorised encampments in the district during the year as a whole rather than purely on the two specific dates of the caravan count.
- (c) **agreed** that a further report being brought to him on the next steps once changes in the national planning policy framework for plan making and for Gypsies and Travellers are known.

## 22. CAMBRIDGE WATER CYCLE STRATEGY

The New Communities Portfolio Holder considered a report about the emerging Phase 2 Water Cycle Strategy, commissioned by Cambridgeshire Horizons, for the major growth

areas in and around Cambridge.

Those present made the following points:

- South Cambridgeshire District Council should lead by example and make sure that its rainwater harvesting facility was fully functional.
- A list should be maintained of tradesmen suitably qualified to maintain specialist and complex water recycling and drainage systems.
- Education was important in achieving new standards in water conservation.
- The Water Cycle Strategy should form an integral part of the District Council's overall approach to drainage and flooding issues.
- Water quality should be a priority.
- Measures were needed to minimise the impact of future development at Northstowe by providing water recycling facilities for the new town.

The New Communities Portfolio Holder

1. **noted** the content of the Draft Phase 2 Detailed Water Cycle Strategy for the Major Growth Areas in and around Cambridge
2. **agreed** that the following issues be addressed further
  - Clarification regarding the timescales of implementing water efficiency standards and the impact on water neutrality and wastewater calculations.
  - Provide more details and examples of water efficiency measures such as grey water and rainwater recycling, and explore practicalities, in particular in small development schemes.
  - Provide more details and examples regarding the relationship between 100% above ground drainage SUDS and housing density.
3. **agreed** that the final study should subsequently be brought back to the portfolio holder for endorsement for use as an evidence base for the Local Development Framework and as a material consideration in planning decisions.

## 23. SERVICE PLANS 2011/12 - NEW COMMUNITIES PORTFOLIO

The New Communities Portfolio Holder considered a report updating him on the revised Planning and New Communities Service Plan for 2011/12.

The Corporate Manager (Planning and New Communities) highlighted the corporate actions relevant to the New Communities Portfolio.

Those present made the following points:

- Action A2 (Community benefit from development) would be influenced by elements of the Localism Bill.
- Actions D1 to D4 relating to business and enterprise could easily be hindered by planning and conservation considerations, and the Council should ensure suitable flexibility.

The New Communities Portfolio Holder **endorsed** the proposed actions.



**24. COTTENHAM: ARTS CAPITAL GRANT FOR THE VILLAGE COLLEGE**

The New Communities Portfolio Holder considered a report relating to a grant application relating to a community-based public art project costing £25,000 as part of a major capital development at Cottenham Village College.

The application originally had formed part of a comprehensive grants report presented to the New Communities Portfolio Holder meeting on 7 October 2010, but had been withdrawn from the agenda at that time to allow additional preparatory work to be carried out. The report had not been published as part of the agenda for the current meeting, but the New Communities Portfolio Holder had agreed to admit it as a late item on the grounds of its urgency, the applicants needing a decision ahead of the next New Communities Portfolio Holder meeting in January 2011.

The Development Officer distributed a table setting out a timeline and the key actions and opportunities for community involvement.

The New Communities Portfolio Holder said that the reduced availability of resources, and a worse-than-expected financial settlement from central Government, made this a difficult application for the Council to meet in full. He engaged in discussion with the Arts Development Manager in an effort to establish whether or not part of the proposal could be waived (or funded in some other way) to enable the Council to make a smaller grant than that applied for.

Those present discussed the application in general. The New Communities Portfolio Holder noted that the workshops envisaged appeared to be intended as an opportunity for providing ongoing and transferrable skills. He suggested that charging for attendance at these might be a helpful step forward. However, the opposing view was that local people simply wanted to attend the workshops as a means for becoming involved in the project under consideration.

With reluctance, the New Communities Portfolio Holder **refused** the grant application in respect of a community-based public art project costing £25,000 as part of a major capital development at Cottenham Village College.

**25. ANNUAL MONITORING REPORT 2009-10**

The New Communities Portfolio Holder considered the Local Development Framework Annual Monitoring Report prior to its submission to the Department for Communities & Local Government (CLG). The Planning Policy Manager said that, although the Council would continue to produce an AMR in future years, the present one was the last that the Government wanted to receive.

The Planning Policy Officer provided a verbal update on the data missing from the draft Annual Monitoring Report (Appendix 1). The Annual Monitoring Report would be amended to include this additional information before being submitted to the Government.

The New Communities Portfolio Holder

- (a) **agreed** the contents of the Annual Monitoring Report for submission to the Department for Communities and Local Government; and

- (b) **delegated** further minor editing changes to the Annual Monitoring Report to the Corporate Manager (Planning and New Communities) where they are technical matters.

**26. SERVICE IMPROVEMENTS & PERFORMANCE INDICATORS 2010/11: SECOND QUARTER**

The New Communities Portfolio Holder **received and noted** a report outlining the progress made by the New Communities and Policy teams for the second quarter.

The Head of New Communities referred those present to the Council's Aims and Actions detailed in the report.

The New Communities Portfolio Holder paid tribute to officers for achieving such high standards of service at a time of such stringent financial conditions.

**27. FORWARD PLAN**

Those present noted the Forward Plan for the New Communities Portfolio included in the agenda.

The Head of New Communities said that the Orchard Park Design Guidance Supplementary Planning Document, due to be presented to the New Communities Portfolio Holder meeting on 25 January 2011 might have to be postponed until the meeting on 8 March 2011.

**28. DATE OF NEXT MEETING**

Those present noted that the next New Communities Portfolio Holder meeting would be on Tuesday 25 January 2011 starting at 11.15am or upon completion of the Planning Portfolio Holder meeting, whichever was the later.

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**The Meeting ended at 1.10 p.m.**

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**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

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**REPORT TO:** New Communities Portfolio Holder Meeting

25 January 2011

**AUTHOR/S:** Executive Director, Corporate Services

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**REVENUE AND CAPITAL ESTIMATES FOR THE NEW COMMUNITIES PORTFOLIO****Purpose**

1. The purpose of this report is to enable the New Communities Portfolio Holder to consider the Revenue Estimates for 2011/12 and the Capital Programme up to 2015/16, relating to services within the New Communities Portfolio.
2. This is not a key decision; however, the report presents the relevant estimates for endorsement by the portfolio holder, prior to being included as part of the overall estimates to be presented to Cabinet and confirmed by Council in February 2011.

**Recommendations**

3. That the New Communities Portfolio Holder:
  - (a) endorses the Revenue Estimates for 2011/12 and the Capital Programme up to 2015/16, relating to services within the New Communities Portfolio, and recommends them for consideration by Cabinet;
  - (b) approves the Capital Expenditure Proposal Forms relating to Village Sports Facilities Grants, Community Facilities Grants and Arts Capital Grants for inclusion in the Capital Programme.

**Reasons for Recommendations**

4. The draft estimates for all the services of the Council need to be considered and endorsed by the relevant portfolio holders, in order to be collated and presented to the Scrutiny and Overview Committee on 7 February 2011 and to Cabinet on 10 February 2011 – the final approval of the estimates and the levels of council tax and rents will be decided by the Council on 24 February 2011.
5. The capital expenditure proposal forms need to be formally included in the Capital Programme as part of the estimates process. The overall Capital Programme for the Council will be subject to further consideration by Cabinet and Council, due to the shortfall of capital funding in future years.

**Background**

6. The estimates for the New Communities Portfolio form part of the overall considerations for the Council's annual budget setting exercise and include the following services:
  - (a) Community Development;
  - (b) Sports Development;
  - (c) Arts;
  - (d) Sustainability;
  - (e) Growth Agenda;
  - (f) Planning Policy.

7. The Finance and Staffing Portfolio Holder approved the Staffing and Central Overhead Accounts Estimates on 14 December 2010. The recharges approved at that meeting are recharged to all services, as appropriate, termed "Central, Departmental and Support Services" in the detailed estimates attached - the analysis reflects the current service structure. It should be noted that, as all the recharges have already been approved, individual portfolio holders cannot amend them.
8. The estimates for each portfolio are being reported to the relevant portfolio holder. These estimates will then be summarised in a report for examination by the Scrutiny and Overview Committee on 7 February 2011, consideration by Cabinet on 10 February and finally presentation to the Council on 24 February for confirmation of the estimates and levels of council tax and rents.
9. The Revenue Estimates are set out in **Appendix A**, while the Capital Programme is shown at **Appendix B**.
10. Provisions for inflation have been applied to individual estimates only in cases where price increases can be justified. No automatic inflation allowance has been applied, but the 2.5% overall assumption of non-pay inflation in the Medium Term Financial Strategy remains as the overriding level of provision.
11. Where applicable, the estimates of each portfolio take account of any rollover of budget from the previous year and virement made during the year; they also incorporate expenditure approvals by Cabinet and Council up to November 2010.
12. All the estimates exclude the small number of "Precautionary Items" that are listed at the back of the current estimate book. These are specific, exceptional items of expenditure, which may or may not occur during the budget period, but if they did the Council would be required to meet them. An updated list will be presented to Cabinet on 10 February 2011; however, none has been identified within this portfolio.

### Considerations

#### REVENUE ESTIMATES: REVISED 2010/11 AND ESTIMATES 2011/12

13. The Revenue Estimates for this portfolio are shown at **Appendix A**. The most significant reasons for the increases in the 2010/11 revised estimate and the 2011/12 estimate relate to the Growth Agenda: the reduction in Planning Delivery Grant and the ending of Cambridgeshire Horizons grant funding, this latter to be replaced by a first call on the New Homes Bonus, which is shown in the General Fund Summary rather than in these portfolio estimates. The effect of these on net portfolio expenditure is shown in the table below:

	<b>2010/11 Estimate</b>	<b>2010/11 Revised</b>	<b>2011/12 Estimate</b>
Net Portfolio Expenditure	£1,562,260	£1,664,970	£2,372,080
Add back: Planning Delivery Grant	134,190	43,210	48,350
Add back: Horizons Grant	652,240	628,130	0
Adjusted Net Portfolio Expenditure	£2,348,690	£2,336,310	£2,420,430

The adjusted 2010/11 revised estimate and 2011/12 estimate are now broadly comparable with the adjusted 2010/11 original estimate.

14. The total estimates have been analysed between direct costs, capital charges, recharges and partnership funded costs, so that the direct costs can be identified for comparison. This is considered appropriate because the direct costs are specifically

within the control of the relevant cost centre manager. By contrast, capital charges are notional charges that do not affect the overall expenditure of the Council, recharges are determined by the Staffing and Central Overhead Accounts Estimates and partnership costs are offset overall across the Council. Compared with the 2010/11 original estimates, the net direct costs reduced by £78,420 in the revised estimates but increased by £4,000 in the 2011/12 estimates.

- (a) The 2010/11 decrease is due to virement of £41,410 to the Planning Portfolio for Advice on Current Applications, the impact of the Government's priorities on Planning Policy programmes, together with less use of consultants than anticipated on the Growth Agenda, partly offset by the urban design advice not proceeding and S.106 advice moving to the Planning Portfolio.
  - (b) The 2011/12 increase is due to the impact of the Government's priorities on Planning Policy programmes, the urban design advice not proceeding and S.106 advice moving to the Planning Portfolio, mostly offset by the contribution to Cambridgeshire Horizons no longer being required.
15. **Appendix A** also shows a net direct costs comparison for both years, between the expected target expenditure and the new estimates that have been compiled for this meeting; the target was arrived at by taking the total direct costs in the 2010/11 original estimates and adjusting for any rollover, virement, approved additional expenditure and, for next year, inflation. The result is that the 2010/11 revised estimate and the 2011/12 estimate are both within target, by £87,010 and £25,750 respectively, due again to the effect of the Government's priorities on Planning Policy programmes, together with less use of consultants than anticipated on Growth Agenda in 2010/11.
16. Comments on the individual estimate headings are given in the following paragraphs. All comparisons therein are made with the 2010/11 original estimates. All the 2011/12 estimates include an element of inflation, where necessary. A general overview of the recharges is given in paragraph 23.
17. Community Development:
  - (a) No changes are anticipated in the Community Development budget figures.
18. Sports Development:
  - (a) While there is movement between Sport Performers Grants and Sports Development Projects in 2010/11, the net position is unchanged.
19. Arts:
  - (a) No changes are anticipated in Arts Partnership Support or the Dual Use Arts Programme.
  - (b) Arts Development Projects: The reduction in 2011/12 reflects the end of the Partnership Funding support.
  - (c) Section 106 / Public Arts Costs: The changes in costs reflect the various projects that have been implemented in 2010/11 or are anticipated in 2011/12; expenditure is met from S.106 monies or earmarked reserves.
20. Sustainability:
  - (a) Climate Change Working Group: Council has previously agreed this budget.
  - (b) Professional and Consulting – Local Sustainability: With the demise of LPSA funding, this budget has been used to support the Sustainable Parish Energy Partnership, together with consultancy support in developing options and implementation of a "local sustainable energy fund" and other sustainability projects. For 2011/12, it is proposed to use the budget for development and implementation of Community Renewable Energy Enablement Scheme and

maintenance and further development of the Sustainable Parish Energy Partnership.

- (c) Professional and Consulting – Travel: Annual contribution to the Travel for Work Group, plus Liftshare licence and other travel for work initiatives.
- (d) Orchard Park Development (S.106): Last year's revised estimate included provision for an anticipated bill of £60,000 from the County Council in respect of a wind turbine and solar water heater for the school; this will now be invoiced this year, reflected in the 2010/11 revised estimate. The balance of monies held in the S.106 reserve, £55,030, is now reflected in the 2011/12 estimate. The Transfers from the S.106 Reserve mirror these budget figures.
- (e) Area Based Grant: This Government grant is shown on the General Fund Summary and is allocated to reserves under this budget heading – there does not appear to be any grant for 2011/12.
- (f) Sustainable Parish Energy Partnership: £10,000 has been received back from the Council's contribution of £12,500 some years ago to a partnership fund held by Cambridge City Council; this amount will be transferred to reserves to be used over the next two years to support the Sustainable Parish Energy Partnership. (The balance of £2,500 remains with the City Council.)

21. Growth Agenda:

- (a) Consultancy: Less use of consultants in 2010/11 than anticipated; however, the budget has been reinstated in the 2011/12 estimate.
- (b) Orchard Park Improvements, funded project: The finance available has now been used.
- (c) Consultancy funded by English Partnership Grant: This budget, funded from a reserve, will not be required in 2010/11. A decision will be made in 2011/12 as to the use of the fund.
- (d) Grant to Cambridgeshire Horizons: The contribution will not be required in 2011/12 as they will be replaced by the Local Enterprise Partnership (LEP). The LEP budget is now under the Economic Development heading within the Planning Portfolio and provision has been included for a similar contribution in 2011/12.
- (e) Planning Delivery Grant: The 2010/11 revised estimate and 2011/12 estimate reflect posts that are now vacant which were previously funded.
- (f) Cambridgeshire Horizons Grant: The funding of salaries and oncosts will end with the 2010/11 revised budget. It is intended that these posts will be funded as a first call on the New Homes Bonus grant from 2011/12. The use of the grant is shown in the General Fund Summary, rather than in these portfolio estimates.
- (g) Urban Design and S.106 Advice: The urban design advice did not proceed and the S.106 advice has moved to the Planning Portfolio.

22. Planning Policy:

- (a) £41,410 has been vired to the Planning Portfolio in 2010/11 for Advice on Current Applications.
- (b) The 2010/11 revised estimate and 2011/12 estimate reflect the impact of the Government's changed and changing priorities on Planning Policy programmes.

23. Recharges from Staffing and Overhead Accounts – Central, Departmental and Support Services (see estimates report to the Finance and Staffing Portfolio Holder 14 December 2010):

- (a) In general, the level of recharges depends on the cost of the service and support officers' time, ICT, Contact Centre, administrative buildings (mainly the Cambourne Office), Central Expenses and Central Support Services.

Over the whole Council, these costs to be recharged were £17.420m in the 2010/11 original estimates, £17.308m in the 2010/11 revised estimates and £17,063m in the 2011/12 estimates. These equate to decreases of £0.112m (-0.6%) in 2010/11 and £0.357m (2.0%) in 2011/12, when compared with the 2010/11 original estimate. The main reasons for the 2010/11 decrease were lower capital charges, which reflects assets that have been fully depreciated and adjustments to the expected useful life of the remaining assets, and reduced costs from procurement projects and contract negotiations, partly offset by provision to meet Asset Management Plan requirements for the Cambourne Office. In 2011/12, these are augmented by reduced staffing costs resulting from the various restructuring exercises that have taken place, partly offset by increased business rates for the Cambourne Office.

- (b) The costs being recharged to each portfolio, however, depend on how the above sums are allocated across services. Most central overhead costs are distributed per head to each officer, whose total cost is then allocated according to the officer's latest estimate of time spent on each service.
- (c) The total estimated recharges from Staffing and Central Overhead Accounts to this portfolio increased by £64,490 (3.4%) from £1,923,680 in the 2010/11 original estimate to £1,988,170 in the 2010/11 revised estimate. The 2011/12 estimate of £2,058,080 is £134,400 (7.0%) higher than the 2010/11 original estimate. In both years, the majority of the increase results from the staff restructuring exercises in Planning and New Communities, whereby more time is now being allocated to Planning Policy in 2010/11 and to both Growth Agenda and Planning Policy in 2011/12.

**CAPITAL ESTIMATES: REVISED 2010/11 AND ESTIMATES 2011/12 TO 2015/16**

- 24. The capital programme for this portfolio, which is attached at **Appendix B**, now comprises Village Sports Facilities Grants, Community Facilities Grants and Arts Capital Grants. Funding for these grants is currently met from Capital Receipts; however, the overall capital programme for the Council will be subject to further consideration by Cabinet and Council, due to the current shortfall of capital funding – it is possible that funding for these grants in future years might be sought from the New Homes Bonus.
- 25. In order that all significant capital items may be evaluated consistently across the Council, items in the capital programme for 2011/12 or later over £25,000 in value are subject to the completion of a proposal form, for consideration alongside the capital programme being approved. The relevant Capital Expenditure Proposal Forms for this portfolio are attached as **Appendices C1 to C3** for approval for inclusion in the Capital Programme.

**Implications**

- 26. Financial:
  - (a) The Revenue Estimates for the General Fund services of this portfolio will be included in the General Fund Summary of estimates along with the expenditure of other portfolios.
  - (b) The Capital Programme estimates for this portfolio will be included in the Council's Capital Programme.

27. Financial	The financial implications resulting from this report are set out in paragraphs 13 to 25 above.
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Legal	There are no direct legal implications resulting from this report. The estimates show the financial effect of decisions that have already been made.
Staffing	There are no additional staffing implications resulting from this report. The estimates reflect staffing decisions previously made.
Risk Management	These estimates need to be endorsed so that they can be included in the General Fund Summary to be presented to Cabinet and confirmed by Council in February 2011.
Equality and Diversity	There are no direct equality and diversity implications resulting from this report. Equality and diversity issues will have been considered in the decisions which these estimates reflect.
Equality Impact Assessment completed	No As above.
Climate Change	There are no direct climate change implications resulting from this report. Climate change issues will have been considered in the decisions which these estimates reflect.

### Consultations

28. The relevant cost centre managers, who are responsible for setting the level of their respective budgets and controlling the expenditure within them, have been consulted in the compilation of the estimate figures.

### Effect on Strategic Aims

29. To determine detailed New Communities Portfolio budgets to provide the resources for the Council to continue its services to achieve its strategic aims as far as possible within the current financial constraints.

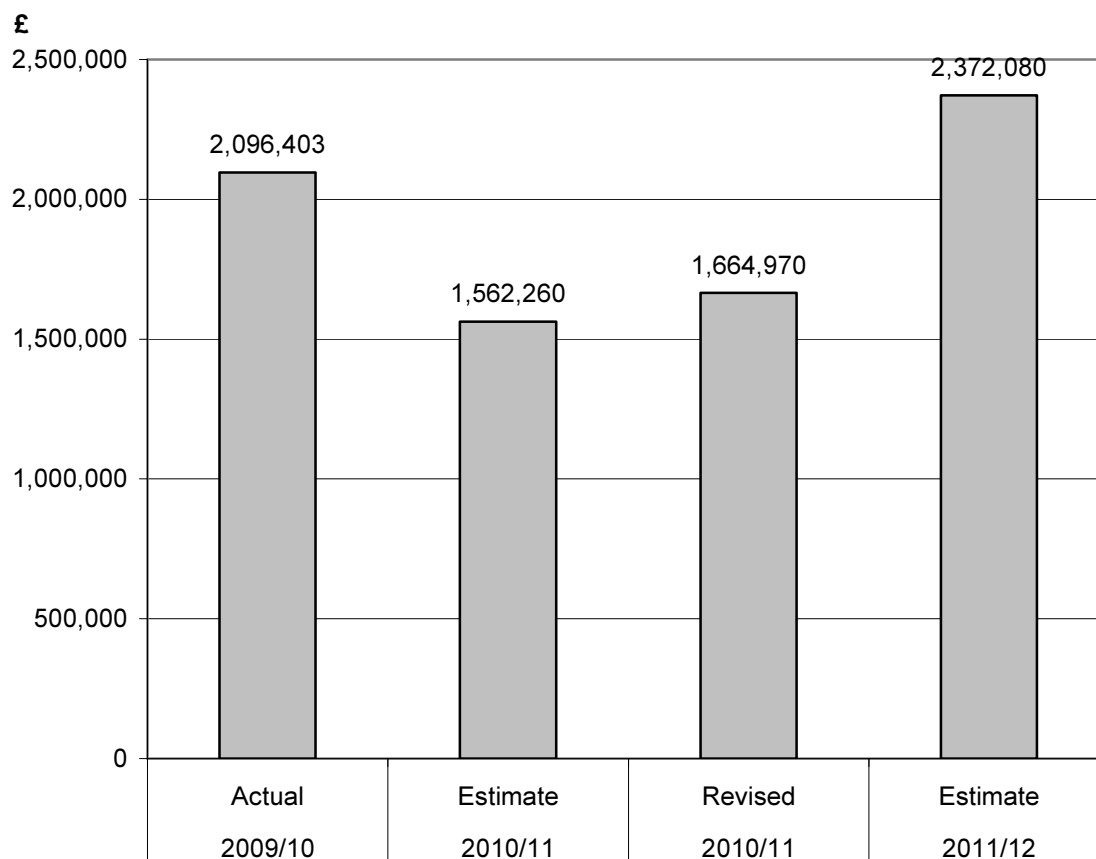
### Conclusions / Summary

30. The total net expenditure as shown at **Appendix A** is reproduced below to show the percentage changes between budgets.

<i>Year</i>	<i>Amount £</i>	<i>Change £</i>	<i>Change %</i>
2009/10 Actual	2,096,403		
		- 534,143	- 25.5%
2010/11 Estimate	1,562,260		
		+ 102,710 }	+ 6.6% }
2010/11 Revised	1,664,970		
		} + 809,820	} + 51.8%
		+ 707,110 }	+ 42.5% }
2010/11 Estimate	2,372,080		

These comparisons are shown diagrammatically below:





31. The decrease in expenditure of £534,143 from 2009/10 actual expenditure to the 2010/11 original estimate was largely as a result of increased Growth Agenda Planning Delivery Grant and Cambridgeshire Horizons funding, use of reserves and lower recharges from Staffing and Central Overhead Accounts. The other main areas of reduced net expenditure were Community Development, Sports Development and Arts Development.
32. The most significant reason for the increase in the 2010/11 revised estimate is the reduction in Planning Delivery Grant, as explained in paragraph 13. The reasons for other variations have been described in paragraphs 14 to 23.
33. The most significant reason for the increase in the 2011/12 estimate is the ending of the Cambridgeshire Horizons grant funding, as explained in paragraph 13. The reasons for other variations have been described in paragraphs 14 to 23.
34. With regard to direct costs only, it can be seen from the comparison of estimates with the savings target in **Appendix A** that the 2010/11 revised estimate and the 2011/12 estimate are both within target, by £87,010 and £25,750 respectively.

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

Estimates files within Accountancy Services

**Contact Officer:** John Garnham – Principal Accountant (General Fund and Projects)  
Telephone: (01954) 713101

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## NEW COMMUNITIES PORTFOLIO

Appendix A

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
	<b>NET EXPENDITURE SUMMARY</b>			
184,123	Community Development	123,800	104,880	107,590
204,799	Sports Development	146,480	167,440	170,450
164,189	Arts Development	121,670	129,740	134,390
145,343	Sustainability	141,840	132,480	101,860
816,389	Growth Agenda	444,130	592,930	1,226,630
581,560	Planning Policy	584,340	537,500	631,160
<u>2,096,403</u>	<b>TOTAL NET REVENUE EXPENDITURE</b> (carried to General Fund Summary)	<u>1,562,260</u>	<u>1,664,970</u>	<u>2,372,080</u>
	Analysis of Total Net Expenditure			
396,720	Net Direct Costs	381,250	302,830	385,250
2,264,886	Recharges from Staffing and Overhead Accounts	1,923,680	1,988,170	2,058,080
(630,530)	Grants towards recharges (HPDG and Camb H)	(813,480)	(697,360)	(75,650)
22,500	Contribution to reserves re Area Based Grant	28,500	28,500	0
42,827	Deferred Capital Grant/Capital charges	42,310	42,830	4,400
<u>2,096,403</u>	<b>TOTAL NET REVENUE EXPENDITURE</b>	<u>1,562,260</u>	<u>1,664,970</u>	<u>2,372,080</u>

**COMPARISON OF ESTIMATE OF DIRECT COSTS WITH APPROVED TARGET**

Net direct costs original estimate	381,250	381,250
Virement		
Advice on Current Applications (to Planning Portfolio)	(41,410)	
Previous approved savings target not now deliverable:		
Growth		
Urban Design & Section 106 Advice	50,000	50,000
Other adjustments:		
Growth		
Grant to Cambridgeshire Horizons not required		(30,000)
		401,250
Inflation allowance of 2.5% on 2010/11 adjusted estimate		9,750
Adjusted Original Estimate - TARGET ESTIMATE	<u>389,840</u>	<u>411,000</u>
Direct costs in 2010/11 Revised Estimate and 2011/12 Estimate	<u>302,830</u>	<u>385,250</u>
Both years within target by:	(87,010)	(25,750)

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>COMMUNITY DEVELOPMENT</b>				
EXPENDITURE				
Supplies and Services				
9,260	Community Development	10,000	10,000	10,000
16,727	Community Development Projects	20,000	20,000	20,000
3,450	Consultancy	0	0	0
6,498	Community Facilities Audit	0	0	0
14,009	Section 106 Costs	0	0	0
Central, Departmental and Support Services				
2,376	Chief Officers & Housing Futures	2,580	2,180	0
502	Community & Customer Services	0	0	0
9,233	Corporate Services	9,990	10,830	10,470
122,463	New Communities	68,260	35,620	43,230
4,496	Planning Services	4,490	20,410	20,670
9,118	Affordable Homes	8,480	5,840	3,220
<u>198,132</u>		<u>123,800</u>	<u>104,880</u>	<u>107,590</u>
INCOME				
(14,009)	Section 106 Costs Recoverable	0	0	0
<u>184,123</u>	NET EXPENDITURE carried to Portfolio Summary	<u>123,800</u>	<u>104,880</u>	<u>107,590</u>
<b>SPORTS DEVELOPMENT</b>				
EXPENDITURE				
Supplies and Services				
55,176	Dual Use Operational Projects	0	0	0
19,000	Sport Performers Grants	20,000	15,000	20,000
65,816	Sports Development Projects (net)	85,200	90,200	85,200
Central, Departmental and Support Services				
409	Chief Officers & Housing Futures	430	410	0
5,258	Corporate Services	4,860	4,380	2,960
54,225	New Communities	31,150	50,310	54,730
2,868	Planning Services	2,750	5,020	5,400
2,047	Health & Environmental Services	2,090	2,120	2,160
<u>204,799</u>	NET EXPENDITURE carried to Portfolio Summary	<u>146,480</u>	<u>167,440</u>	<u>170,450</u>
<b>ARTS DEVELOPMENT</b>				
Supplies and Services				
11,824	Arts Partnership Support	10,000	10,000	10,000
41,070	Arts Development Projects	29,000	29,000	11,000
58,050	Dual Use Arts Programme	65,000	65,000	65,000
122,162	Section 106 / Public Art Costs	37,500	60,000	30,000
Central, Departmental and Support Services				
408	Chief Officers & Housing Futures	430	410	0
4,498	Corporate Services	4,170	3,860	3,260
58,706	New Communities	37,070	39,550	44,830
1,730	Planning Services	0	5,920	6,300
<u>298,448</u>		<u>183,170</u>	<u>213,740</u>	<u>170,390</u>
INCOME				
(122,162)	Section 106 / Public Art Costs Recoverable	(37,500)	(60,000)	(30,000)
(12,097)	Partnership Funding	(24,000)	(24,000)	(6,000)
<u>164,189</u>	NET EXPENDITURE carried to Portfolio Summary	<u>121,670</u>	<u>129,740</u>	<u>134,390</u>

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>SUSTAINABILITY</b>				
<b>EXPENDITURE</b>				
Supplies & Services				
479	Climate Change Group	3,000	3,000	3,000
19,126	Professional and Consulting - Local Sustainability	14,000	14,000	14,000
6,479	Professional and Consulting - Travel	6,800	6,800	6,800
579	Licences	950	950	950
696	Miscellaneous Other	1,300	1,300	1,300
18,361	Orchard Park Development (S.106)	55,030	60,000	55,030
Other				
22,500	Contribution to reserves re Area Based Grant	28,500	28,500	0
Transfer to Reserves				
0	Sustainable Parish Energy Partnership	0	10,000	0
Central Departmental and Support Services				
408	Chief Officers and Housing Futures	430	400	0
836	Community and Customer Services	0	0	0
4,271	Corporate Services	4,070	6,130	6,690
71,021	New Communities	59,480	50,230	49,310
11,898	Planning Services	16,650	16,920	12,410
7,050	Health and Environmental Services	7,180	4,250	7,400
<u>163,704</u>	<b>TOTAL EXPENDITURE</b>	<u>197,390</u>	<u>202,480</u>	<u>156,890</u>
<b>INCOME</b>				
0	Other Contributions	0	(10,000)	0
0	Deferred Government Grant	(520)	0	0
(18,361)	Transfer from Reserves (S.106)	(55,030)	(60,000)	(55,030)
<u>145,343</u>	<b>NET EXPENDITURE carried to</b>	<u>141,840</u>	<u>132,480</u>	<u>101,860</u>
<b>GROWTH AGENDA</b>				
<b>EXPENDITURE</b>				
Services				
13,103	Consultancy	31,000	15,000	31,000
22,834	Orchard Park Improvements	25,000	25,000	0
0	Consultancy funded by English Partnership Grant	33,510	0	33,510
Grants				
30,000	Cambridgeshire Horizons	30,000	30,000	0
Transfers to Reserves				
37,166	Orchard Park Improvements	0	0	0
Central Departmental & Support Services				
36,038	Chief Officers & Housing Futures	28,360	28,620	28,470
5,057	Community & Customer Services	5,420	5,630	5,620
57,338	Corporate Services	58,310	48,070	42,280
1,127,857	New Communities	969,720	911,910	958,680
63,946	Planning Services	56,960	132,200	144,260
1,134	Affordable Homes	1,180	1,140	1,190
54,800	Health & Environmental Services	56,780	50,610	59,080
Capital Financing Costs				
42,827	Capital Charges	42,830	42,830	4,400
<u>1,492,100</u>	<b>TOTAL EXPENDITURE</b>	<u>1,339,070</u>	<u>1,291,010</u>	<u>1,308,490</u>
<b>INCOME</b>				
(50,321)	Planning Delivery Grant - Salaries & Oncosts	(134,190)	(43,210)	(48,350)
(565,390)	Cambridgeshire Horizons Grant - Salaries & Oncosts	(652,240)	(628,130)	0
0	Cambridgeshire Horizons Grant - Projects & Consultants	0	(1,740)	0
0	Orchard Park Improvements - transfer from reserves	(25,000)	(25,000)	0
0	English Partnerships - transfer from reserves	(33,510)	0	(33,510)
0	Urban Design & Section 106 Advice	(50,000)	0	0
(60,000)	Grants for Orchard Park Improvements	0	0	0
<u>816,389</u>	<b>NET EXPENDITURE carried to</b>	<u>444,130</u>	<u>592,930</u>	<u>1,226,630</u>
Portfolio Summary				

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>PLANNING POLICY</b>				
<b>EXPENDITURE</b>				
Services				
51,595	Local Development Framework	59,000	15,320	66,000
4,500	Housing Market Assessment	5,000	3,000	5,000
6,472	Strategic Flood Risk Assessment	0	0	2,000
0	Housing Land Availability	5,000	0	10,000
0	Employment Land Review	20,000	0	0
0	Renewable Energy Resources	20,000	0	20,000
0	Regional Planning	20,000	0	0
0	Cambridge Northern Fringe East	0	0	10,000
Transfer to Reserves				
16,835	Habitat Directive Grant	0	0	0
Central, Departmental and Support Services				
3,876	Chief Officers & Housing Futures	4,090	3,940	3,300
4,215	Community & Customer Services	4,580	4,660	4,670
35,256	Corporate Services	31,190	30,430	27,600
32,181	New Communities	18,540	27,720	18,000
412,621	Planning Services	371,900	434,370	444,430
8,709	Affordable Homes	8,880	2,950	3,200
48,037	Health & Environmental Services	43,210	41,130	44,260
<u>624,297</u>	<b>TOTAL EXPENDITURE</b>	<u>611,390</u>	<u>563,520</u>	<u>658,460</u>
<b>INCOME</b>				
(14,819)	Planning Delivery Grant	(27,050)	(26,020)	(27,300)
(16,835)	Habitat Directive Grant	0	0	0
(11,083)	Transfer from Road Improvement Schemes Reserve	0	0	0
<u>581,560</u>	<b>NET EXPENDITURE</b> carried to Portfolio summary	<u>584,340</u>	<u>537,500</u>	<u>631,160</u>

**CAPITAL PROGRAMME - GENERAL FUND**

(at outturn prices, with grants adjusted to commitments basis)

**Appendix B**

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £	Estimate 2012/2013 £	Estimate 2013/2014 £	Estimate 2014/2015 £	Estimate 2015/2016 £
<b>New Communities Portfolio</b>								
12,275	Climate Change	100,000	0	0	0	0	0	0
99,979	Village Sports Facilities	100,000	100,000	100,000	100,000	100,000	100,000	100,000
105,651	Community Facilities	100,000	100,000	100,000	100,000	100,000	100,000	100,000
34,026	Arts Capital Grants	40,000	40,000	40,000	40,000	40,000	40,000	40,000
91,342	Growth Area	0	5,080	8,240	0	0	0	0
<u>343,273</u>		<u>340,000</u>	<u>245,080</u>	<u>248,240</u>	<u>240,000</u>	<u>240,000</u>	<u>240,000</u>	<u>240,000</u>
Financed by:								
(239,656)	Capital Receipts	(240,000)	(240,000)	(240,000)	(240,000)	(16,400)	(6,400)	0
(12,275)	Specified Government Grant (LSP)	(100,000)	0	0	0	0	0	0
(91,342)	River Cam Grant	0	(5,080)	(8,240)	0	0	0	0
0	New Homes Bonus	0	0	0	0	(223,600)	(233,600)	(240,000)
<u>(343,273)</u>	Total Capital Financing	<u>(340,000)</u>	<u>(245,080)</u>	<u>(248,240)</u>	<u>(240,000)</u>	<u>(240,000)</u>	<u>(240,000)</u>	<u>(240,000)</u>

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1	<b>Service</b>	Planning and New Communities – Sports Development					
2	<b>Service Manager</b>	Development Officer					
3	<b>Brief Details of Proposal</b>	Village Sports Facilities Grants					
<b>4. Costs (All £000s)</b>		<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>Total gross cost</b>
<b>Financial Year in which expenditure is expected to be incurred</b>		£100	£100	£100	£100	£100	£500
5	<b>What is the estimated life expectancy of the asset related to the proposal?</b>	The expected life of a pavilion or similar building is a minimum of 25 years. The expected life of outdoor skatepark equipment, tennis courts, multi-use games areas etc. is between 10-15 years.					
6	<b>What benefit will service users or residents experience as a result of the expenditure?</b>	Improved opportunities to help increase levels of physical activity, reduce obesity and improve mental health and general well-being. Also increased potential involvement for volunteers to be part of a social setting or train to become a sports coach/official and increase qualifications and knowledge.					
7	<b>How many individuals/properties will benefit from the expenditure?</b>	A large proportion of the people in the district will benefit. Local sports clubs would hire the majority of facilities that are grant-aided by SCDC. Therefore any resident from the age of 5+ could potentially benefit.					
8	<b>What evidence is there of public, tenant and/or user support for the proposal?</b>	All projects are needs driven and proof of consultation is provided. Club development plans are also required with the majority of grants and prove both current demand and plans to increase opportunities for particular target groups.					
9	<b>Which of the 2011/12 aims, approaches and actions will the proposal address and how?</b>	The following Council Aims, Approaches and Actions are addressed through this scheme: A). Being a listening Council, providing first class services accessible to all, especially Approach v. B). Ensuring that South Cambridgeshire continues to be a safe and healthy place to live, especially Approaches iii and iv. C). Making South Cambridgeshire a place where residents can feel proud to live. 2010/11 Action 2, We will increase the number of teenagers taking part in positive activities by 500.					
10	<b>How will performance indicators be affected?</b>	<ul style="list-style-type: none"> <li>• PI NI 8 – Adult participation in sport: PI targets will not be met if SCDC capital grants are reduced further.</li> <li>• 2010/11 Action 2 – Increase the number of teenagers in positive activities (by 500): Young people with a variety of abilities have been involved in a range of sports and arts programmes.</li> <li>• Operational Plan – Increase number of new adults taking up sport by 1%: Increased participation achieved by a number of programmes.</li> </ul>					
11	<b>Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement.</b>	These grants are not a statutory requirement but they help considerably to bring in external funding to villages, allowing communities to continue to develop and enhance village life. The budget was cut in 2007/08 by £65,900; this is a permanent ongoing saving. In addition a one off reduction of £69,000 was also made in 2007/08. Further cuts would undermine the scheme. Guidelines have been amended to ensure that funds are distributed more evenly.					
12	<b>What will be the implications for the Council of not proceeding with the proposed investment?</b>	The majority of the projects would not even get off the ground without SCDC funding as it not only helps to bring in external funding but also provides a major contribution in reaching the target figure to make the project achievable. SCDC is therefore helping communities to become healthy, happy and sustainable.					
13	<b>How could the same outcome be achieved without the proposed expenditure?</b>	The same outcome could not be achieved. More and more pressure would be placed on communities/people to give up their voluntary time to apply for grants and more money would have to be raised locally which would extend the timescale of projects or make them completely unachievable especially in the majority of villages which do not have a large population.					

14	<b>Is there likely to be any external funding contribution? If so, from where? (Please attach a copy of any written confirmation)</b>	These grants have been very successful in securing external funding from Lottery, Football Foundation, Lawn Tennis Association and various other governing bodies including local sponsorship. All completed projects complete a form detailing external funding which are retained for reference. All funding received will go directly to the grant applicant.					
<b>15. Contribution (£000s)</b>		<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>Total contribution</b>
<b>Financial Year in which contribution is expected to be received</b>		Nil to Council	Nil to Council	Nil to Council	Nil to Council	Nil to Council	Nil to Council
<b>16. Revenue impact (£000s)</b>		<b>Reason</b>		<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b> <b>2015/16</b>
<b>Estimated consequential financial impact on net revenue expenditure of the proposal</b>		<b>Additional: income expenditure</b>		No revenue implications for SCDC			
		<b>Reduction in: income expenditure</b>					
		<b>Total for year</b>					
17	<b>Are any revenue changes likely to continue after 2011/12? If so, please complete the attached schedule?</b>	N/a					
18	<b>Brief description of the reasons for any revenue changes shown in 16</b>	N/a					

1	<b>Service</b>	Planning and New Communities – Community Development					
2	<b>Service Manager</b>	Development Officer					
3	<b>Brief Details of Proposal</b>	Community Facilities Grants					
<b>4. Costs (All £000s)</b>		<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>Total gross cost</b>
<b>Financial Year in which expenditure is expected to be incurred</b>		£100	£100	£100	£100	£100	£500
5	<b>What is the estimated life expectancy of the asset related to the proposal?</b>	The expected life of most community buildings is at least 35 years. The expected life of outdoor play equipment is estimated at 10 years.					
6	<b>What benefit will service users or residents experience as a result of the expenditure?</b>	New and improved community facilities help improve the quality of village life and provide the opportunity for a wide range of community activities. From 2007/08 these grants also cover community mini bus projects, which directly address Aim C, Making South Cambridgeshire a place in which residents can feel proud to live, Approach iv.					
7	<b>How many individuals/properties will benefit from the expenditure?</b>	Potentially all residents living in any village receiving grant aid will enjoy the benefit of local community amenities.					
8	<b>What evidence is there of public, tenant and/or user support for the proposal?</b>	The Council’s policy of enabling support to the villages is well recognised and supported by Members and Parish Councils alike. In most cases, capital projects developed in villages are the result of need being identified in local surveys and Parish Plans. Parish Councils and community groups are well placed to identify these very local requirements.					
9	<b>Which of the 2011/12 aims, approaches and actions will the proposal address and how?</b>	The following Council Aims, Approaches and Actions are addressed through this scheme: A). Being a listening Council, providing first class services accessible to all, especially Approach v. B). Ensuring that South Cambridgeshire continues to be a safe and healthy place to live, especially Approach iii. C). Making South Cambridgeshire a place where residents can feel proud to live, especially Approach iv. 2010/11 Action 2, We will increase the number of teenagers taking part in positive activities by 500.					
10	<b>How will performance indicators be affected?</b>	These grants are reactive to requests so it is difficult to apply PI’s. Information is collected on the amount of external funding being attracted as a result of SCDC capital grant aid.					
11	<b>Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement.</b>	These grants are not a statutory requirement but they help considerably to bring in external funding to villages, allowing communities to continue to develop and enhance village life. The budget was cut by £85,200 in 2007/08; these are on-going savings. In addition, there was also a one-off reduction to the budget of £91,000 in 2007/08. Any further cuts would undermine the scheme. As a result, we expect to be unable to meet demand for village projects in 2011/12. Guidelines have been amended to ensure that funds are distributed as evenly as possible.					
12	<b>What will be the implications for the Council of not proceeding with the proposed investment?</b>	Capital grants enable many villages to develop local community facilities that meet local need. Without SCDC funding many of these important projects could not happen					
13	<b>How could the same outcome be achieved without the proposed expenditure?</b>	The same outcome could not be achieved. Other sources of grant aid are reducing and the SCDC contributions are often vital to making projects happen.					

14	<b>Is there likely to be any external funding contribution? If so, from where? (Please attach a copy of any written confirmation)</b>	All capital projects are met through other sources of funding. SCDC grants are generally for 20-50% total project cost, depending on the scale and type of the project. Contributions are made directly to the grant applicants.					
<b>15. Contribution (£000s)</b>		<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>Total contribution</b>
<b>Financial Year in which contribution is expected to be received</b>		Nil to Council	Nil to Council	Nil to Council	Nil to Council	Nil to Council	Nil to Council
<b>16. Revenue impact (£000s)</b>		<b>Reason</b>		<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b> <b>2015/16</b>
<b>Estimated consequential financial impact on net revenue expenditure of the proposal</b>		<b>Additional: income expenditure</b>		No revenue implications for SCDC			
		<b>Reduction in: income expenditure</b>					
		<b>Total for year</b>					
17	<b>Are any revenue changes likely to continue after 2011/12? If so, please complete the attached schedule?</b>	N/a No revenue implications for SCDC. The Council only provides capital grant aid.					
18	<b>Brief description of the reasons for any revenue changes shown in 16</b>	N/a					

1	<b>Service</b>	Planning and New Communities – Arts Development					
2	<b>Service Manager</b>	Development Officer					
3	<b>Brief Details of Proposal</b>	Arts Capital Grants					
<b>4. Costs (All £000s)</b>		<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>Total gross cost</b>
<b>Financial Year in which expenditure is expected to be incurred</b>		£40	£40	£40	£40	£40	£200
5	<b>What is the estimated life expectancy of the asset related to the proposal?</b>	Varies from 5 to 50 years as applications cover a range of proposals from building development to equipment/instrument purchase.					
6	<b>What benefit will service users or residents experience as a result of the expenditure?</b>	Residents benefit directly in a variety of ways depending on the nature of the capital items ranging from a new community facility to playing a new musical instrument.					
7	<b>How many individuals/properties will benefit from the expenditure?</b>	Over 100,000 individuals will benefit from this expenditure.					
8	<b>What evidence is there of public, tenant and/or user support for the proposal?</b>	Arts capital allocations are only made to those organisations that can demonstrate user support in their proposals. They also need to raise at least 50% of funding for the proposal from other sources.					
9	<b>Which of the 2011/12 aims, approaches and actions will the proposal address and how?</b>	<p>The following Council Aims, Approaches and Actions are addressed through this scheme:</p> <p>A). Being a listening Council, providing first class services accessible to all, especially Approach v.</p> <p>B). Ensuring that South Cambridgeshire continues to be a safe and healthy place to live, especially Approach iv.</p> <p>C). Making South Cambridgeshire a place where residents can feel proud to live. 2010/11 Action 2, We will increase the number of teenagers taking part in positive activities by 500.</p>					
10	<b>How will performance indicators be affected?</b>	<ul style="list-style-type: none"> <li>• PINI 11 – Engagement in the Arts: PI targets will not be met if SCDC capital grants are reduced further.</li> <li>• 2010/11 Action 2 – Increase the number of teenagers in positive activities (by 500): Young people with a variety of abilities have been involved in a range of sports and arts programmes.</li> <li>• Develop the Public Art Policy as set out in the SPD approved in 2009: Public Arts Seminar for officers and developers to be arranged; increase contribution collected from S106 negotiations to average 1% in line with the SPD.</li> </ul>					
11	<b>Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement.</b>	<p>These grants are not a statutory requirement but they help considerably to bring in external funding to villages, allowing communities to continue to develop and enhance village life.</p> <p>The budget was cut in 2007/08 by £44,000. This is a permanent on-going saving and any further cuts would undermine the scheme. Guidelines have been amended to ensure that funds are distributed more evenly.</p>					
12	<b>What will be the implications for the Council of not proceeding with the proposed investment?</b>	No assessment has been made but disinvestment in local communities on such a scale is likely to prove unpopular.					
13	<b>How could the same outcome be achieved without the proposed expenditure?</b>	No outcome would be likely without the proposed expenditure.					

14	<b>Is there likely to be any external funding contribution? If so, from where? (Please attach a copy of any written confirmation)</b>	Yes to applicants; no direct to the Council. Applicants need to raise at least 50% of funding for the proposal from other sources.					
<b>15. Contribution (£000s)</b>		<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>Total contribution</b>
<b>Financial Year in which contribution is expected to be received</b>		Nil to Council	Nil to Council	Nil to Council	Nil to Council	Nil to Council	Nil to Council
<b>16. Revenue impact (£000s)</b>		<b>Reason</b>		<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b> <b>2015/16</b>
<b>Estimated consequential financial impact on net revenue expenditure of the proposal</b>		<b>Additional: income expenditure</b>		None	None	None	None
		<b>Reduction in: income expenditure</b>					
		<b>Total for year</b>					
17	<b>Are any revenue changes likely to continue after 2011/12? If so, please complete the attached schedule?</b>	No					
18	<b>Brief description of the reasons for any revenue changes shown in 16</b>	N/a					

**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

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**REPORT TO:** New Communities Portfolio Holder 25 January 2011  
**AUTHOR/S:** Executive Director (Operational Services) / Corporate Manager (Planning and New Communities)

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**Foodstore Provision In North West Cambridge – Analysis of Public Consultation Responses And Proposed Approach For Developing Informal Planning Policy Guidance**

**Purpose**

1. To consider the results of the public consultation and agree the approach to Informal Planning Policy Guidance regarding Foodstore Provision in North West Cambridge.
2. This is a key decision because:
  - It is likely to be significant in terms of its effects on communities living or working in an area of the District comprising two or more wards;
  - It raises new issues of policy, or is made in the course of developing proposals to amend the policy framework, or is a decision taken under powers delegated by the Council to amend an aspect of the policy framework.

It was first published in the July 2010 Forward Plan.

**Recommendations**

3. The Portfolio Holder is recommended:
  - (a) To note the representations summarised in Appendix B;
  - (b) To consider the content of the report attached at Appendix A 'Foodstore Provision in North West Cambridge - Analysis of Public Consultation Responses and Proposed Approach for Developing Informal Planning Policy Guidance' and approve the approach suggested in the conclusions for developing the Informal Planning Policy Guidance;
  - (c) To consider and agree as appropriate any changes in approach that may arise from the decision of Cambridge City Council's Executive Councillor following the meeting of the Development Plan Scrutiny Sub Committee on 18<sup>th</sup> January 2011.

**Executive Summary**

4. An Options Report on Foodstore Provision in North West Cambridge produced jointly with Cambridge City Council was approved for public consultation following the City Council's Development Plan Scrutiny Sub Committee and South Cambridgeshire's Portfolio Holder's Meeting both in July 2010. Public consultation took place for six weeks between 6th September and 18th October 2010. There was a good response from the public with 172 representations received and approximately 60 people attending a Drop-in Event held at Orchard Park Community Centre. A summary of all the representations can be found at Appendix B of this Report.

5. Officers analysed all the consultation responses and taking these into account, as well as the evidence base used to develop the Options Report, have put forward a proposed approach to developing Informal Planning Policy Guidance (IPPG) on foodstore provision in NW Cambridge. The analysis and recommendations are provided in the report at Appendix A of this Committee Report.
6. The proposed approach is to take forward Option B, two medium sized supermarkets of 2,000 sq m net floorspace, one in the Local Centre at the University site and one in the Local Centre at the NIAB site, and the small supermarket at the Orchard Park Local Centre. It is recommended that the majority of the floorspace of the medium sized supermarkets will be for the sale of food (in the order of 90 to 95%) with only a small amount of non-food. Developers will be required to demonstrate a mix of uses alongside the supermarkets to create vibrant and viable Local Centres. It is also recommended that early delivery of the Local Centres (and supermarkets) in all three developments should be sought to help deliver supporting infrastructure and assist community development early in the creation of the new communities, whilst making clear that delivery of any Local Centre should not be at the expense of delivery of the others in this part of Cambridge. The possibility of designing space for temporary markets in the Local Centres to sell local food produce will be explored. The IPPG will also provide guidance on what will be expected from the supermarkets and Local Centres in terms of design quality and sustainable design and construction.
7. The next step will be to develop the IPPG, following the approach approved by Members, to provide an up to date supplement to retail policies in existing plans and to help guide the future planning of the three sites in North West Cambridge; the University Site, NIAB sites and Orchard Park.

## **Background**

### **Development of Foodstore Options**

8. Large scale development is proposed in the North West (NW) quadrant of Cambridge at the University Site (covered by the North West Area Action Plan NW AAP, 2008), NIAB sites and Orchard Park. The amount of housing now proposed is nearly 2,000 greater than was originally envisaged when Cambridge City Council and South Cambridgeshire District Council were preparing their formal planning policy documents. In addition proposals for foodstore provision have emerged from discussions with the developers of the three sites. The Councils considered that they needed to jointly investigate the food retailing needs of this part of Cambridge further to ensure that both new and existing residents have adequate food retailing facilities available. The County Council have provided input with regards to transport matters.
9. The aim is to produce joint informal planning policy guidance (IPPG) on foodstore provision in NW Cambridge in order to provide an up to date supplement to retail policies in existing plans and help to guide the future planning of the three sites. The plan led system would normally require a revised statutory planning policy to be prepared where a new approach to development is proposed. However, in the context of current developer aspirations and the need to increase the overall supply of market and affordable housing in Cambridge, it is not practicable to follow this route because of the timeframe involved in preparing a DPD. Nor is it possible to prepare a Supplementary Planning Document because there are no statutory policies with which the proposed approach would be entirely consistent and which it could therefore supplement.



10. An Options Report was presented to the City Council's Development Plan Steering Group Committee on 13th July 2010, and South Cambridgeshire's New Communities Portfolio Holder Meeting also on 13th July. This set out four possible options for foodstore development in North West Cambridge:
- Option A - Planned Development Only i.e. local foodstores in each of the three Local Centres (this is the policy baseline situation, with the committed and pipeline floorspace and no further foodstore provision);
  - Option B – Two supermarkets of 2,000 sq m net floorspace (1,500 sq m net convenience), one at the University site and one at NIAB and the committed floorspace at Orchard Park;
  - Option C – One superstore of 3,500 sq m net floorspace (2,500 sq m net convenience), at the University site and the committed / pipeline floorspace at NIAB and Orchard Park;
  - Option D – One superstore of 3,500 sq m net floorspace (2,500 sq m net convenience), at the NIAB site and the committed / pipeline floorspace at the University Site and Orchard Park.
11. The Options were developed using evidence from a Supplementary Retail Study (SRS) (June 2010) carried out by Nathaniel Lichfield and Partners (NLP) and a Retail Transport Study (June 2010) carried out by Atkins. The Councils also carried out additional work relating to planning and design matters.

### **Public Consultation**

12. The Options Report was approved for public consultation. Consultation was carried out for a six week period between 6th September and 18th October 2010 and provided an opportunity to gain the views of the public on the four options and to ask if there were any other possible options.
13. The consultation involved writing to statutory and general consultees, a Public Notice in the Cambridge Evening News on 6th September 2010, an article in Cambridge Matters magazine, which is delivered to all households in Cambridge, and South Cambs Magazine, which is delivered to all households in South Cambridgeshire. The Options Report was available on both Councils' websites, at the City Council's Customer Service Centre, SCDC's offices, Cambridge City Library and libraries in NW Cambridge. Exhibitions were also provided at the City Council's Customer Access Centre, SCDC's offices and Orchard Park Community Centre for the six week consultation period. A Drop-in Event was held at Orchard Park Community Centre on the evening of 22nd September 2010. Approximately 60 people attended and officers were on hand to provide further information and answer questions.
14. In total 172 representations were received, of which 51 were objections, 50 supports and 71 comments. The representations were from 41 respondents, 25 of which were private individuals and 16 were organisations or groups. Summaries of all of the representations received are provided in Appendix B of this report.

### **Considerations - Proposed Approach to Developing IPPG**

15. The report provided at Appendix A of this Committee Report is an analysis of the consultation responses received, also taking into account the evidence from the Supplementary Retail Study, Transport Study and other evidence used in the development of the Options Report. It also provides recommendations on the

proposed approach for developing the Informal Planning Policy Guidance. These are as follows:

- Take forward Option B, two medium sized supermarkets of 2,000 sq m net floorspace, one in the Local Centre at the University site and one in the Local Centre at the NIAB site, and the small supermarket at the Orchard Park Local Centre.
- Provide floorspace figures just as net figures (ie the total sales area), but make it clear that the majority of the floorspace should be for convenience goods (in the order of 90 to 95%).
- Require that developers demonstrate that there will be a mix of uses with active frontages alongside the 2 medium and 1 small supermarkets in the Local Centres to help achieve vibrant and viable Local Centres.
- Do not include phasing which would hold back the development of one of the stores. Instead seek early delivery of the Local Centres (and supermarkets) in all three developments to help deliver supporting infrastructure and assist community development early in the creation of the new communities, whilst making clear that delivery of any Local Centre should not be at the expense of delivery of the others in this part of Cambridge.
- Include the possibility of designing space for temporary markets in the Local Centres to sell local food produce.
- Provide guidance on what will be expected from the supermarkets and the development of the Local Centres in terms of design quality and sustainable design and construction.

**Next Steps**

16. Responses will be drafted to each individual representation, and the IPPG will be developed. The IPPG will subsequently be taken to respective City and SCDC Committees or Meetings for approval as a material consideration in planning decisions.

**Options**

17. The consultation document sought views on 4 options for foodstore provision in NW Cambridge. The recommended preferred option is based on an assessment of the consultation responses as set out in Appendix A which concludes that Option B, two medium sized supermarkets of 2,000 sq m net floorspace, one in the Local Centre at the University site and one in the Local Centre at the NIAB site, and the small supermarket at the Orchard Park Local Centre, is the most appropriate approach taking account of all relevant factors.

**Implications**

18.	Financial	Within existing budgets.
	Legal	None.
	Staffing	Can be accommodated within existing resources.
	Risk Management	No significant risks.
	Equality and Diversity	The Options Report has been subject to an Equality Impact Assessment (see Appendix E) and has been shown to have a neutral and / or positive impact on Equal Opportunities.
	Equality Impact Assessment completed	Yes
		Partial.

Climate Change	The Options Report supports sustainable development by proposing locational options for food store provision that reduce the need to travel outside the area to access food shopping and allow the use of sustainable transport to more local stores, and by recommending that a high degree of sustainable design and construction is sought.
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### Consultations

19. To support the development of the IPPG and this Options Report, two independent studies have been commissioned and carried out by consultants. These are a Supplementary Retail Study (SRS) (June 2010) carried out by Nathaniel Lichfield and Partners (NLP) and a Retail Transport Study (June 2010) carried out by Atkins. The recommendations of these studies were incorporated into the Options Report. The report was then subject to public consultation as detailed earlier in this report.

### Effect on Strategic Aims

20. **We are committed to being a listening Council, providing first class services accessible to all:** The consultation on the Options Report has enabled the Council to receive comments on the four options from local residents, land owners, developers, house builders, foodstore providers, other interested parties and the general public.
21. **We are committed to ensuring that South Cambridgeshire continues to be a safe and healthy place for you and your family:** Including foodstore provision in NW Cambridge will allow local residents to use sustainable methods of transport (including walking and cycling) to access their food retailing needs.
22. **We are committed to making South Cambridgeshire a place in which residents can feel proud to live:** Including food store provision in NW Cambridge will ensure that the development of the three sites (University site, NIAB sites and Orchard Park) includes a mix of services and facilities to allow the creation of sustainable communities.
23. **We are committed to assisting provision of local jobs for you and your family:** Including foodstore provision in NW Cambridge will provide jobs for local residents.
24. **We are committed to providing a voice for rural life:** The consultation on the Options Report has enabled the Council to receive comments on the four options from local residents, land owners, developers, house builders, foodstore providers, other interested parties and the general public.

### Appendices:

- Appendix A: Foodstore Provision in North West Cambridge - Analysis of Public Consultation Responses and Proposed Approach for Developing Informal Planning Policy Guidance
- Appendix B: Summary of Representations to the Options Report

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

- Informal Planning Policy Guidance: Foodstore Provision in North West Cambridge – Options Report, September 2010
- North West Cambridge Supplementary Retail Study, February 2010, Nathaniel Lichfield and Partners

- North West Cambridge Retail Transport Study Final Report, June 2010
- North West Cambridge Area Action Plan, October 2009

**Contact Officer:** Caroline Hunt – Local Development Framework Team Leader  
Telephone: (01954) 713196

**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

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**REPORT TO:** New Communities Portfolio Holder 25 January 2011  
**AUTHOR/S:** Steve Hampson, Executive Director / Jo Mills, Corporate Manager  
(Planning and New Communities)

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**YOUNG PEOPLE'S PLAN****Purpose**

1. To seek the Portfolio Holder's approval to formally consult on the newly drafted Children and Young People's Plan (previously called the Youth Participation Strategy) Appendix 1, and draft Action Plan Appendix 2, for a period of 6 weeks from Thursday January 27<sup>th</sup> until Thursday 10<sup>th</sup> March 2011.

**Recommendations and Reasons**

2. It is recommended that the Portfolio Holder approve for consultation, the redrafted Children and Young People's Plan (previously called the Youth Participation Strategy) and accompanying action plan for a six week period, commencing on 27<sup>th</sup> January 2011.
3. The Plan sets out an approach by which all service areas can ensure that children and young people are given opportunities to be involved, informed and participate in the issues that affect them in their lives, including services and facilities provided or supported by this Council.

**Background**

4. The first draft of the Youth Participation Strategy was taken to Scrutiny and Overview Committee on 1st April 2010 and went through a formal public consultation process from 29<sup>th</sup> January 2010 – 23<sup>rd</sup> April 2010. Feed-back received from the Scrutiny and Overview Committee, together with the responses received via the public consultation process highlighted a number of areas for further investigation and clarification in relation to the Strategy. Feed-back also identified the need for the Strategy to be a document that could be clearly understood by children and young people themselves, as well as parents/carers and all other members of the community. The document needed to be much shorter and explain clearly why and how children and young people should be involved and take part in positive activities. It became clear that a complete redrafting would be necessary in order to ensure the final Young People's Plan reflected all comments and feedback, and was fit for purpose and deliverable.
5. The redrafted and renamed 'Children and Young People's Plan' was presented, informally, to the Portfolio Holder and the Children and Young People's Champion earlier in the summer prior to the start of a series of consultation activities that sought the views of young people themselves. The Plan also included an action plan outlining how best young people should be involved, informed and consulted.
6. In June members of Scrutiny and Overview Committee, including the Portfolio Holder, attended a workshop to examine the Children and Young People's Plan, which involved approximately 25 young people aged 13 yrs, 14 yrs and 15 yrs from Swavesey Village College, Cottenham Village College and Comberton Village

College. This provided an excellent opportunity for young people and members to discuss with each other the newly drafted Children and Young People's Plan and action plan, as well as a range of issues that affected them in their local communities; members were also able to explain their roles and responsibilities to the young people and the variety of work that is carried out at the Council.

7. The Council also hosted work experience students during the summer and these students were invited to work on the Children and Young People's Plan, providing invaluable advice and feedback with regard to making the Plan more 'user friendly'. The students worked with colleagues at SCDC to produce a further draft of the Young People's Plan and this draft has been used extensively in further activities with young people.
8. Throughout August, September and October, an Officer has attended the Connections Youth Bus sessions at each of its 'stops' across the District. Young people that attend the Youth Bus have also been asked for their views on the current draft of the Children and Young People's Plan. The Connections Youth Bus also has a Youth Forum, whose membership includes a young person from each village it visits and who have provided feedback on the Children and Young People's Plan.
9. Two young people who had worked on the final draft of the plan presented it to Scrutiny and Overview Committee on 6<sup>th</sup> January 2011.

### **Considerations**

10. During the drafting of the new Children and Young People's Plan it became clear that young people do not feel that they are listened to and that their views are not sought for a variety of decisions that are made about them, on their behalf, or about the things that affect them in their lives:
  - (a) Young people are generally very concerned about the things that happen in their local areas (ie, new play/recreation equipment, sports/community/youth facilities, anti social behaviour, more houses being built in their village) and would like to have a say in how these are planned and managed.
  - (b) Young people are also concerned about things that affect the District and County in general such as transport, reduction in carbon emissions, recycling, climate change, education, employment opportunities and growth areas and would also like to have a say in how these are planned and managed.
  - (c) Young people have made some very useful suggestions as to different ways of doing things and have made excellent contributions throughout this informal consultation period. Perhaps most importantly, young people have suggested ways in which the Council could involve them and keep them informed about things that affect them and how best they can express their views.

### **Implications**

11. There would be minimal financial implications involved and minimal risk involved in implementing the Children and Young People's Plan and Action Plan if the use of social media mechanisms is permitted. All of the young people that have been involved in putting together this Plan and action plan have access to the internet and social networking facilities such as Facebook, and regularly use Twitter and websites to find out information and share their views on a range of different issues (schools, bus time tables, social activities). Social media is also regularly accessed by children

and young people that are historically difficult to reach, including those not in main stream education, with different cultural backgrounds, etc.

12. Similarly, there are a number of services and activities involving children and young people that are already in place. We should be strengthening those links and exploiting those opportunities to have more face to face contact with the children and young people across the District. For instance facilities such as the Connections Youth Bus could visit either more frequently or to another village and be used to seek the views of children and young people on a range of matters including planning applications, major growth sites, S106 monies, a range of local issues, etc. Building on existing partnership working with the County Council and City Council via the Children's Trust and City and South Cambs Area Partnership would also enable us to tap into existing resources to reach as wide an audience of children and young people as possible, and ensure a consistent approach is maintained.

13.

Financial	Minimal – costs outlined in Action Plan
Legal	Safeguarding Children
Staffing	Officer time – outlined in Action Plan
Risk Management	Not taking forward this Plan risks disengagement of children and young people, lack of commitment to work with whole communities, not meeting aims of Strategic Partnerships (Children's Trust, Area Partnerships, etc)
Equal Opportunities	EQIA in place
Climate Change	Early engagement and involvement of children and young people in climate change activities, behaviour and lifestyle changes, etc.

**Consultations**

14. Consultation have taken place as outlined in the 'background' information:
- a. Young People from Swavesey, Cottenham and Comberton Village Colleges
  - b. Young People from Longstanton, Oakington, Willingham, Haslingfield, Fen Drayton, Impington and Orwell
  - c. Young People from the Connections Youth Bus Youth Forum Committee
  - d. Children and Young People's Champion
  - e. New Communities Portfolio Holder
  - f. Scrutiny and Overview Committee
  - g. Connections Youth Bus Team
  - h. County Council's Children and Young People's Service
  - i. South Cambs and City Local Area Partnership

15. It is important to note that the Connections Youth Bus continues to extend its visiting areas and, as such, continues to seek the views of children and young people on the Children and Young People's Plan. At each 'activity' organised for young people, Officers ensure as far as is possible, that the views of young people are sought.

**Effect on Strategic Aims**

16. The endorsement of the Children and Young People's Plan would enable young people to see how they can contribute to each of the Council's key actions for 2010/2011 in some way, as well as future key priorities for the Council, and would ensure commitment from young people to work with their local communities to ensure:

- Continued increase in numbers of teenagers taking part in positive activities
- Maximising funding and resources by targeting funds at activities, facilities and services that are what children and young people want and will access.
- Meeting and surpassing a 65% recycling and composting rate by 2012; young people can make, and have made, excellent contributions in terms of ideas and willingness to help in relation to recycling and composting.
- There is a high level of interest from young people in the environment and they have made some very useful suggestions as to maximising energy efficiency and reduce carbon emissions.
- Young people are the future of the District of South Cambridgeshire and investment now in their learning and participation will ensure a continued legacy of South Cambridgeshire being a place that is safe, health and in which residents can feel proud to live.
- Young people can make an active contribution in relation to improving and maintaining the appearance of villages, especially if their views are sought as to how best they could be involved.

### **Conclusions / Summary**

17. The final version of the Children and Young People's Plan has been put together following extensive consultation with young people. The feedback received is that it is relevant and meaningful to children, young people, their families and carers, and is easily understood and accessible. The Action Plan that accompanies the Children and Young People's Plan should be a 'live' document that is regularly reviewed to ensure that the Council is up-to-date with latest technologies, activities, views and opinions of children and young people; this will enable informed decision-making, appropriate and efficient use of resources and better targeting of funding.
18. The recommendation to approve for consultation the Children and Young People's Plan would mean young people across the District would be actively participating in decision-making processes about the things that affect them in their lives. Young people are more likely to stay in education before going on to employment if they have taken an active part in community life and are less likely to take part in anti social behaviours. A range of activities are already in place for children and young people although these tend to be adult led and organised. Greater commitment and 'buy-in' from young people can only bring wider benefits to local communities and the district as a whole with adults, older people and children and young people working together to influence decision-making and shape their futures.

**Contact Officer:** Tracy Mann – Principal Lead for Community Infrastructure  
Telephone: (01954) 713342

Appendix 1 – Children and Young Person's Plan

Appendix 2 – Draft Action Plan

Appendix 3 – Participation levels by young people 2010 – 2011

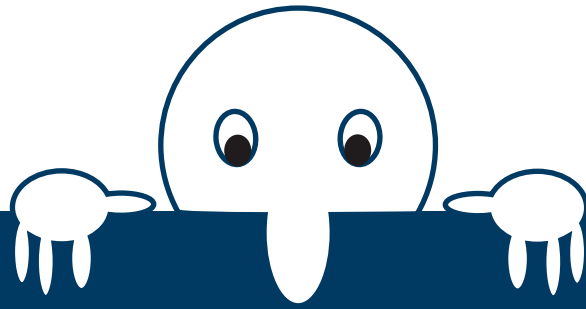


***CHILDREN AND YOUNG  
PEOPLE'S PLAN***

South  
Cambridgeshire  
District Council



***WE NEED YOUR  
HELP!***



**At South Cambridgeshire  
District Council we  
are committed to  
supporting all the  
different organisations  
that we work with to  
help improve things  
for children and young  
people.**



## The Plan:

Our plan sets out how we can make sure that children and young people have opportunities to have a say about the things we do at the Council that affect them. We will help children and young people across South Cambridgeshire:

- Understand the things we do that affect them (help fund facilities, equipment, sports, arts, youth clubs, etc).
- Understand how we do this (work with other organisations, help local voluntary groups, give grants, put together plans for facilities in new and existing towns and villages).

## We will:

**Ask children and young people across South Cambridgeshire:**

- If they would like to have a say in the things we do and the decisions we make that affect them.
- How they would like to be involved and informed (through Parish Councils, schools, here at the council, Facebook, Twitter, Webpage, youth Forum, etc).
- To help us put together a plan so that they can be involved, and informed, when they want to and in a way that is best for them.



## How we would like to involve and inform children and young people:

- Listen to what is important to the children and young people.
- Ask them how they want to be involved and informed and be clear about the ways in which they can be, including where, when, and how.
- Tell children and young people how their views are used and what difference they are making.
- Make sure it is interesting, enjoyable and relevant.



## We want to involve and inform children and young people so that:

- They understand that they have a big part to play in society with important contributions to make their communities.
- Services and facilities are easier for them to get to and attend, and are the kinds of places they want to go to and use.
- They have opportunities to do something about things that will affect them.
- They can experience and understand how decisions are made and how to contribute to them.
- They can experience and understand how rights and responsibilities work best together.



- They have opportunities to develop personal skills, confidence and hopes and dreams for the future.
- Can go to places where they feel included.

## What difference it makes if we have their opinion:

It will be important to know how useful the views and opinions of children and young people are for them and the people that work with them, and if it's made a difference to things. This should include children and young people and the people that work with them or provide services for them, to assess for themselves the difference it has made. This should not just be carried out using questionnaires or having meetings during office hours. It might mean working in different ways that are better for children and young people to understand and take part in.



### **Our commitment to children and young people is to:**

- Listen to children and young people and make sure that they have a say in how we involve and inform them in the things we do.





- Make sure that all the different departments of the Council understand that children and young people have a right to have their views taken into account.
- Make sure that there are staff at the Council who are trained in how to involve and inform children and young people in the things that they do.
- Explain to children and young people about what we have done differently when they have shared their views with us, and if we could not change things - why it was not possible.
- Work with the Children's Trust and other organisations to celebrate children and young people's involvement in their communities.

**We want children and young people to:**

- Be included and involved in their communities.
- Make the most of education, training and employment opportunities.
- Be able to make informed choices about their life.
- Enjoy their childhood and teenagers years.



**Ways in which we can talk to you or you can talk to us:**

We will make sure that there are different ways to involve children and young people and for them to find out information about what we are doing, not just lots of forms to fill in. Some examples might be:

- Working with groups in local schools.
- Working with groups at local youth clubs.
- Web page for children and young people.
- Facebook.
- Twitter.
- Making sure we link better with all the other people working with children and young people such as Youth clubs and youth workers, community safety teams, arts and sports clubs, Parish Councils, etc.





**South Cambridgeshire District Council**

South Cambridgeshire Hall

Cambourne Business Park

Cambourne, Cambridge

CB23 6EA

t: 03450 450 500

Offices open: Monday - Friday 8.30am - 5.00pm





## Appendix 2 Draft Action Plan – March 2011 – March 2012

Objective	Action	Measure	Resources	Date	Lead
1. To set up a Facebook page to inform and engage children and young people across the District	Work with IT and Comms to ensure a consistent approach with the Council's Social Media pilot, whilst ensuring the page is attractive and usable for young people.	Number of children and young people accessing Page.	SCDC Officer	March 2011	SCDC Officer: New Comms, Comms
2. To set up blogging mechanism (Twitter? Word Press?)	Work with IT and Comms to ensure a consistent approach with the Council's Social Media pilot, whilst ensuring the mechanism is attractive and usable for young people	Number of children and young people 'blogging'.	SCDC Officer	March 2011	SCDC Officer: New Comms, Comms
3. Ensure all Council Report Templates include a line to indicate whether or not children and young people have been consulted or involved.	Work with Democratic Services to ensure line is added in template.	Line added to template	SCDC Officer	March 2011	SCDC Officer: New Comms, Dem Services
4. Put together corporate 'toolkit' for use by all Departments to ensure the views of children and young people have been sought and considered, where appropriate and necessary.	Toolkit to include: <ul style="list-style-type: none"> <li>• Signpost to Facebook and Blogging</li> <li>• Contacts for Connections Youth Bus and Village Colleges</li> <li>• Tips and training where necessary to support Members and Officers working with young people (ie, dejargonised documents, facilitating workshops, recording views and opinions, feeding back to young people, etc.)</li> </ul>	Toolkit in place	SCDC Officer	March 2011	SCDC Officer: New Comms, HR, Comms, Dem Services
5. Disseminate toolkit across Council	Insite, lunchtime seminar(s), attend team meetings as and when necessary.	Number of Officers accessing toolkit	SCDC Officer	March 11 – March 12	SCDC Officer: New

					Comms, Comms
6. Promote Facebook, Blogging, Youth Bus, Village College involvement, etc to children and young people	Facilitated workshops in relation to formal and informal consultations Visits with Youth Bus as and when necessary for both formal and informal consultations Spread info via social media mechanisms	Number of children and young people accessing information via facebook Number of children and young people participating in blogging Number of children and young people responding to formal and informal consultations	SCDC Officer: funding of £4500	March 11 – March 12	SCDC Officer: New Comms
8. Ensure engagement and involvement of priority groups as identified and targeted by Children's Trust and City & South Cambs Area Partnership	Continued involvement in Children's Trust, Area Partnership and Implementation Group to ensure partnership working continues and opportunities to exploit funding and resources benefits children and young people within the City and South Cambs Area Partnership boundaries. <ul style="list-style-type: none"> <li>Youth Bus to carry over project from Willingham to Meldreth</li> <li>Work at Fen Road, Chesterton to facilitate provision of recreation area (currently no SCDC Officers working at Fen Road Site)</li> <li>Youth Bus to return to Smithy Fen in Cottenham to engage children, young people and adults in wider community issues</li> <li>Pilot Street Football sessions at Smithy Fen with a view to eventually run seasons at Cottenham Village College with Gypsy and Traveller children attending at the VC</li> <li>In partnership with City, County and Village Colleges across SC, establish a Rock &amp; Pop Network across the District for 14 – 19 yr olds – led by national and local djs – targeted work to engage hard to reach</li> </ul>	<ul style="list-style-type: none"> <li>Number of priorities and targeted groups supported (either via partnership funding or informal joint working arrangements)</li> <li>Increases in line with Children's Trust &amp; Area Partnership figures of children and young people in or at risk of being in the 'NEEAT' category</li> <li>Gypsy and Traveller children &amp; young people</li> <li>Decrease in number of anti social behaviour</li> </ul>	SCDC Officer Funding: £4500 Yth Bus Street Football: £2000 Network: £2500 Carnival: £2500 Dsability Programme: £3000	March 11 – March 12	SCDC Officer: New Comms

	<p>groups as well as those in mainstream education</p> <ul style="list-style-type: none"> <li>Working in partnership as above, the Carnival Project aims to bring together children, young people and adults by working together around the Olympic 2012 themes culminating in a joint event at Parklife in July 2011.</li> <li>Changes in funding for disabled children, young people and adults mean that they will be able to 'buy' the services and activities they want for themselves, therefore many funding streams and services have been cut while the new funds are put into place. The project to kick start a programme of activities aimed at helping disabled children and young people to identify and provide the services and activities they want, will become self-funding within a year and will be run in the northern part of the District, based in Milton for the first year and then be taken across to Cambourne and other areas across the District later in the year.</li> </ul>	<p>involving children and young people incidents</p> <ul style="list-style-type: none"> <li>Increase in number of children and young people in mainstream education, employment or training</li> </ul>			
9. Encourage Members to take part in citizenship sessions in local Village Colleges	Use existing networks of Village Colleges to promote and encourage Members to take part citizenship sessions in their local Village Colleges	?% increase in Members undertaking citizen sessions	SCDC Officer	March 11 – March 12	SCDC Officer: New Comms, Dem Services, Comms
10. Encourage and promote the involvement of children and young people at Local Parish	<ul style="list-style-type: none"> <li>Promote, via consultation, email, website, facebook and existing communications chanel (Democratic Services Bulletins, Planning Policy Bulletins, etc) the</li> </ul>	?% increase in Parishes actively engaging children and young people	SCDC Officer	March 11 – March 12	SCDC Officer: New Comms, Comms,

Council level	<p>engagement of children and young people in local parishes. To include making the toolkit available to Parish Councils.</p> <ul style="list-style-type: none"> <li>Facilitated workshops with Parishes (by request) to support involvement and engagement with children and young people.</li> </ul>				Dem Services
11. Monitoring and Evaluation	<p>Investigate most effective place for Monitoring and Evaluation to sit to ensure maximum uptake and commitment across the Council (ie, Safeguarding Children Group?)</p> <p>Identify any problem areas (decrease of involvement, no involvement) and resolve</p>	<p>Continued monitoring and evaluation of the involvement of children and young people to ensure that numbers increase</p> <p>Difference(s) made because of involvement</p> <p>At least 10% of formal consultation responses are from children and young people?</p>	SCDC Officer	March 11 – March 12	SCDC Officer: New Comms

## Positive Activities for children and young people

1<sup>st</sup> April 2010 – 31<sup>st</sup> March 2011

Activity/frequency	Age Range	Where	How many/per session	How many (total)
Street Football (Termly)	10 yrs – 15 yrs (Yrs 6 – 10)	Cambourne, Barhill, Fulbourn, Orchard Park, Sawston	85 each week across the district	Approx 3230 over the three terms
Mini Olympics (June)	8 yrs (Yr 4)	Primary Schools	N/A	1400 children from South Cambs primary schools
Rural Athletics (Termly)	7 yrs – 11 yrs (Yrs 3 – 6)	Cambourne, Linton, Impington and Sawston	Approx 20 at each venue	Approx 75 but linton and Sawston started July 10 and numbers are increasing
Indoor Athletics Plus (on-going 1 x per annum) Disabled Events (Moderate Learning Difficulties)	10 yrs – 18 yrs (Yr 6 – yr 13)	Chesterton Sports Centre	N/A	70 (Feb 2010)
Outdoor Athletics Plus (On-going 1 x per annum) Disabled Events (Moderate Learning Difficulties)	10 yrs – 18 yrs (Yr 6 – yr 13)	St Ivo Outdoor Centre	N/A	40
Youth Games Plus (On-going 1 x per annum) Disabled Events (Moderate Learning Difficulties - June)	12 + yrs (Yr 7 – yr 13)	St Ivo Outdoor Centre	N/A	600+
Free Swimming	Under 16s	Melbourn, Impington, Sawston, Bottisham	Approx 300/400 visits per month	31,380 visits from April 09 – July 10 when scheme ended
Cambourne 10k (On-going 1 x per year – April)	Under 20s	Cambourne but from surrounding areas too	N/A	20 (Total of 1250 entries)
Cambourne Fun Run (On-going 1 x per year - April)	Under 16s	Cambourne but from surrounding areas too	N/A	57 (total of 86 entries)
Northstowe School Design Days (On-going 1 x per annum)	14 yrs (Yr 9)	Swavesey Village College		200
Summer Academy – Musical Theatre	8 yrs – 16 yrs	Linton, Melbourn, Comberton Village Colleges		250
Cambourne Youth Festival		Cambourne		25

(On-gong 1 x per annum)				
Orchard Park Youth Festival (on-gong 1 x per annum - Sept)	Under 18	Children living on Orchard Park	N/A	25
Gamlingay Youth Group & Arts Development Manager – film making (on-going) – project to engage young people who are disengaged and could potentially display antisocial behaviours (part of Artsmash project)	15 yrs – 19 yrs	Gamlingay		15
Sawston Cinema Project – on-going  Sawston young people led cinema, which is open to the general public  8 films shown to date, 8 young people organising cinema showings and 110 regular attendees of all ages	12 yrs – 16 yrs			30 Members of Cinema club (12 – 16 yrs)
ArtsMash Projects (On-going)		Across the District (Designated priorities ie, Castle Camps, Bar Hill, etc)		55
Park Life (On-going 1 x per annum – July)	Under 16yrs (Estimate based on questionnaires returned and car parking numbers)	Milton Country Park		500 – 750
Workshop with Members of Scrutiny & Overview	15 – 16 yrs	Swavesey, Cottenham & Comberton Village Colleges		27
Officer visits to Connections Youth Bus throughout September for extensive consultation re Children and Young People's Plan	11 – 18 yrs	Across District	15 – 20 per session	150
Workshop with Officers to consult on Council Key Actions for 2011-2012 (Dec 10)	13 – 16 yrs	Swavesey Village College	12 – 15 per sessions	40



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**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

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**REPORT TO:** New Communities Portfolio Holder 25 January 2011  
**AUTHOR/S:** Executive Director (Operational Services) / Corporate Manager (Planning and New Communities)

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**CAMBRIDGESHIRE GREEN INFRASTRUCTURE STRATEGY****Purpose**

1. The purpose of this report is to:
  - (a) Provide an update on progress with the Green Infrastructure Strategy review being prepared by Cambridgeshire Horizons in partnership with local authorities and other key stakeholders.
  - (b) Seek support for the actions needed to help Cambridgeshire Horizons complete the consultation draft.
  - (c) Seek support for the endorsement of the Strategy for public consultation.
2. This is a key decision because it is likely to be significant in terms of its effects on communities living or working in an area of the District comprising all wards.

**Recommendations**

3. That the Portfolio Holder agrees:
  - (a) To support the broad approach of the Strategy which is contained in Appendices A and B and agree that further changes be made to the Strategy so that it can be published for public consultation.
  - (b) That the Corporate Manager (Planning and New Communities) be given delegated authority to endorse an acceptable revised version of the Strategy for public consultation, in consultation with the Portfolio Holder.

**Reasons for Recommendations**

4. The Strategy is not considered to be acceptable without further changes that cannot be made before this report is published and are unlikely to be completed until the end of January.
5. A delay in publishing the consultation version of the Strategy would threaten the ability of Cambridgeshire Horizons to carry out a public consultation and produce and publish the final version.

**Background****The first public consultation on the new Cambridgeshire Green Infrastructure Strategy**

6. Public consultation on a draft new Green Infrastructure Strategy was carried out in early 2010. A report on the draft Strategy was taken to the New Communities Portfolio Holder meeting on 2 March 2010. The report gave background on Green Infrastructure, its benefits and policy context, and the existing (2006) Green Infrastructure Strategy for the Cambridge sub-region, and its strengths and weaknesses.

7. The report gave information on the public consultation on the new Strategy that was taking place. It described the structure and intention of the Strategy, and how it had been developed, including officers' inputs and the improvements made. Further improvements that should be made were highlighted and these included the need for the Strategy to:
  - (a) Provide an adequate evidence base, analysis and rationale.
  - (b) More fully reflect planned growth.
  - (c) Create an understandable and successful green infrastructure network.
  - (d) Include existing green infrastructure and green infrastructure aspirations.
  - (e) Better relate green infrastructure to features on the ground.
  - (f) Provide a context to support green infrastructure planning and action at district and local levels.
  - (g) Give more information on delivery and funding.
  - (h) Be a robust and applicable tool for planners and those involved with development.
  
8. The New Communities 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.
  
9. Following the public consultation, Cambridgeshire Horizons, local authorities and other partners on the Cambridgeshire Green Infrastructure Forum agreed that:
  - (a) Significant changes needed to be made to the Strategy and partners would work together to achieve them.
  - (b) A second public consultation would be required on a revised version of the Strategy.
  - (c) Local authorities should be able to fully endorse that version prior to the consultation, which would give it more credibility and mean that they should not need to raise significant issues during the consultation.

**The scope and structure of current versions of the Strategy**

10. Cambridgeshire Horizons and partners have done substantial work on the Strategy since the first consultation, which has led to major changes to it. The latest version of the Strategy has the following features and basis.
  
11. The four objectives for the Strategy were supported by the first public consultation and remain the same:
  - (a) Reverse the Decline in Biodiversity
  - (b) Mitigate and Adapt to Climate Change
  - (c) Promote Sustainable Growth and Economic Development
  - (d) Support Healthy Living and Wellbeing

12. A Strategic Network has been developed from a spatial and other analysis of themes and additional factors. The themes, or aspects, of green infrastructure are:
  - (a) Biodiversity
  - (b) Climate Change
  - (c) Green Infrastructure Gateways
  - (d) Heritage
  - (e) Landscape Character
  - (f) Publicly Accessible Open Space
  - (g) Sustainable Movement
13. These themes were looked at individually and together in terms of what existed and where the gaps and opportunities were. The influence of economic development, health, and water and land management were also considered at this stage. Overlaps of themes and factors, and where individual aspects were important, helped shape the Network and make it multi-functional.
14. The Strategic Network which resulted covers and connects areas which contain existing green infrastructure and where new is desirable at a county level. It responds to the needs and opportunities provided by major new developments. The Network indicates broad areas within which action will take place rather than delineating the position of new green infrastructure.
15. The Strategic Network has been divided into six 'landscape-scale' Strategic Areas. These in turn contain Target Areas and Projects. The six Strategic Areas are:
  - (a) River Nene
  - (b) Huntingdonshire Fens and Woods
  - (c) Great Ouse
  - (d) Eastern Fens and Towns
  - (e) Chippenham Fen
  - (f) Cambridge and Surrounding Areas
16. The Great Ouse Strategic Area runs along part of the District boundary and contains Fen Drayton (Lakes) as a Target Area. A large part of the District is covered by the Cambridge and Surrounding Areas Strategic Area.
17. This Strategic Area includes Cambridge, the new settlement of Northstowe, Cambourne, Wimpole and Wicken Fen. To the west the area includes the ancient woodlands around Gamlingay and neighbouring villages. The River Cam forms a key corridor through Cambridge and northwards to the Ely Ouse. In the area to the south and west of Cambridge are the chalk rivers that extend into the wider countryside, and the linear access and habitat features of the Roman Road, and Fleam and Devil's Dykes.
18. The Strategic Area offers significant opportunities for:
  - (a) Enhancing, linking and protecting wildlife habitats and species of local, national and international importance, including the River Cam and its tributaries, and Wicken Fen and Wimpole.
  - (b) Implementing climate change adaptation measures such as carbon sequestration, and flood storage and alleviation including through flood meadows.
  - (c) Developing existing gateways into the countryside and exploiting those that will result from habitat restoration and creation, and significant housing growth.

- (d) Increasing access to and the interpretation of heritage, including sites and linear features such as Roman roads and dykes, which also have high biodiversity value.
  - (e) Contributing to landscape character, such as through the planning of new growth sites and the conservation and reinforcement of traditional landscape patterns of hedgerows, fields and woodland.
  - (f) Increasing sustainable and safe movement by improving the Rights of Way network to allow access to Green Infrastructure sites, villages and the wider countryside.
19. There are six Target Areas within the Cambridge and Surrounding Area Strategic Area:
- (a) Northstowe
  - (b) Wicken Fen and Anglesey Abbey
  - (c) Cambridge
  - (d) Cambourne
  - (e) Wimpole
  - (f) West Cambridgeshire Woodlands
20. The Target Areas contain projects and there are three Strategic Area Projects. These largely comprise existing projects and future ones identified in planning policies.
21. The Strategy has a chapter on local authority issues and opportunities and Green Infrastructure priorities, with a section on each District. The Delivery of the Strategic Network chapter describes the contribution of planning, developer contributions and other funding, the people skills and capacity required, and the actions needed to take forward and implement the Strategy.

**An assessment of current versions of the Strategy**

22. Significant progress has been made in developing the Strategy in order to meet the concerns raised at the first public consultation. Improvements include:
- (a) A briefer main document with more evidence and supporting information in appendices
  - (b) A general reduction in complexity and greater clarity
  - (c) A more self-contained document with fewer references to further work
  - (d) A more robust and comprehensive evidence base
  - (e) The consideration of a fuller range of green infrastructure themes
  - (f) A more robust and appropriate methodology and a stronger rationale and evidence trail leading to the Strategic Networks
  - (g) A clearly defined Strategic Network with its constituent elements
  - (h) More information on District issues and opportunities
23. Outstanding concerns include:
- (a) The need to complete the document
  - (b) The order and flow of the document including whether some parts should be in the appendices
  - (c) The attractiveness and readability of the presentation
  - (d) The helpfulness, clarity and accuracy of some of the maps and diagrams
  - (e) The way in which the methodology is described
  - (f) The need for fuller accounts of the Target Areas
  - (g) The need to identify new and developing projects in response to the analysis of Green Infrastructure gaps and opportunities

**Completion and endorsement of the Strategy**

- 24. The aim is for all local authorities to endorse the Strategy before it is taken for public consultation. That consultation is planned for 3 March to 3 April. A final version of the Strategy will then be produced for endorsement in the spring/summer.
- 25. Four of the six local authorities have taken a version of the draft Strategy produced in October through their Member processes, to give an update on progress and gain Member endorsement for the Strategy to be taken to public consultation. Cambridge City Council officers will be seeking the endorsement of their Members in the middle of February.
- 26. Since the October version of the Strategy, major changes and additions have continued to be made. A further, though incomplete, version of the Strategy was sent to us by Cambridgeshire Horizons on 23 December, with the appendices following on 11 January. Officers are providing comments on these.
- 27. While some limited changes have been made to these versions, a range of further changes will be needed and we have offered to work with Cambridgeshire Horizons, Cambridge City and other partners so that a public consultation draft can be completed by the end of January.
- 28. A copy of the current Working Draft of the Strategy is contained as Appendix A with the Working Draft of the Technical Appendices to the Strategy as Appendix B. Whilst changes will be required throughout the document, the draft Strategy identifies key areas for significant change.
- 29. This report proposes that the broad approach to the Strategy be endorsed and that delegated authority be given to the Corporate Manager (Planning and New Communities) to endorse an acceptable, revised consultation draft of the Strategy for public consultation, in consultation with the Portfolio Holder. The Council will be formally consulted during the public consultation, but at that stage it is hoped that it will not need to raise major concerns.

**Options**

- 30. Options available are to:
  - (a) Accept the recommendations of this report
  - (b) Require that a revised version of the Strategy be brought to a future Portfolio Holder meeting for endorsement, which would delay or weaken the public consultation
  - (c) Decide not to continue to support the further development and completion of the Strategy

**Implications**

31.	Financial	Within existing budgets.
	Legal	None.
	Staffing	Staff will need to input changes to the Strategy.

Risk Management	<p>There is no general risk in producing a Green Infrastructure Strategy on the basis that national policy and guidance and due process are followed.</p> <p>There is some risk that the Strategy will not be acceptable after the changes that can be made by the end of January, so that it cannot be endorsed in time to meet the public consultation programme.</p> <p>Delays in completing the consultation draft could threaten the consultation exercise and final publication of the Strategy, and could result in the requirement for extra resources from the Council.</p>
Equality and Diversity	<p>Green Infrastructure includes sustainable movement and other themes, which improve access, recreation and exercise for disabled people, and encourage wider involvement in and enjoyment of the heritage and the natural environment.</p>
Climate Change	<p>One of the four objectives of the Strategy is to Mitigate and Adapt to Climate Change, and climate change is a key theme of the Strategy and part of its multi-functional approach.</p>

### Consultations

32. Public consultation on an earlier draft of the Strategy was carried out in February and March and the results have informed current versions. The Strategy is being developed for a second public consultation in March and April.

### Effect on Strategic Aims

33. **Commitment to being a listening council, providing first class services accessible to all.** The public consultations on the Strategy involve Cambridgeshire Horizons, in partnership with Council officers, giving information to and engaging with the public and a range of stakeholders through different events and media.
34. **Commitment to ensuring that South Cambridgeshire continues to be a safe and healthy place for all.** Green Infrastructure provides a range of health benefits and increases wellbeing. It improves safety by encouraging wider use of the countryside.
35. **Commitment to making South Cambridgeshire a place in which residents can feel proud to live.** The Strategy will help conserve and enhance the countryside and villages that make the District special and are highly valued by residents, and help create attractive and distinctive new places.
36. **Commitment to assisting provision for local jobs for all.** The Strategy will encourage activity that will support local jobs and suppliers, and increase traditional and other skills. It will encourage visitors and tourism.
37. **Commitment to providing a voice for rural life.** The Strategy will help conserve and enhance our heritage and natural environment. It provides a framework for local Green Infrastructure planning and action.

### Conclusions

38. The Strategy has been substantially improved since the draft that was the subject of the first public consultation. However, further changes are needed before it can be endorsed for the second public consultation in March and April. We expect that those changes can be made before the end of January so that the public consultation will

not be delayed. It is important not to weaken or delay the consultation because that could threaten the publication of the final Strategy and potentially require extra resources in the future. This report proposes a way forward in which the Portfolio Holder gives a broad endorsement to the approach set out in the Strategy and delegates authority so that a modified version can be endorsed for public consultation when changes have made it acceptable.

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

Report to the New Communities Portfolio Holder, 2 March 2010, on Cambridgeshire Green Infrastructure Strategy: Public and Stakeholder Consultation.

**Contact Officer:** David Bevan – Conservation & Design Manager  
Telephone: (01954) 713177

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**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

**REPORT TO:** New Communities Portfolio Holder

25<sup>th</sup> January 2011

**AUTHOR/S:** Executive Director – Operational Services  
Corporate Manager - /Planning and New Communities.

**NEW COMMUNITIES PERFORMANCE REPORT  
END OF THIRD QUARTER 2010/11**

**Purpose**

1. This report outlines the progress made by the New Communities and Policy teams for the third quarter; it is not a key decision.

**Recommendations and Reasons**

2. This is the third monitoring report that will be reported to the Portfolio Holder over this current year to ensure that good progress is being made, and remedial action taken, if necessary.
3. It is recommended that the Portfolio Holder notes progress made in the third quarter.

**Background and considerations.**

4. Appendix A summaries progress to date in relation to Council Actions, programmes set out in the service plan and The Local Development Scheme.

**Council Actions**

5. Three of the council's actions fall within this Portfolio:
  - ***We will achieve a 10% reduction in CO2 emissions from Council's operations and publicise the outcome in order to set an example to other organisations.***

Current indications from 3<sup>rd</sup> qtr data suggest that the Council may struggle to achieve the 10% target reduction in CO<sub>2</sub> emissions.

The two principal actions for this year do not appear to be delivering the levels of reduction anticipated. These are the ongoing 'virtualisation' of ICT servers in South Cambs Hall, and the reorganisation of the waste collection recycling rounds following the introduction of the new blue wheelie bins. Work is currently underway to identify precise figures and whether additional savings from these actions will come on line during the final quarter of the year.

Some reduction was anticipated as a consequence of contractions in the Council staffing levels, following restructuring earlier this year, but there has not been a significant reduction in energy use in the building.

In addition two actions are not likely to be implemented until late in this last quarter or during the first quarter of 2011/12, namely the installation of photovoltaic panels on

the roof of South Cambs. Hall, and the proposed installation of voltage optimisation equipment, also at South Cambs. Hall. Both of these will generate tangible carbon savings, but even if installed in the final quarter would not significantly alter the cumulative total for the current year.

An action plan is in place and work to meet this target is being overseen by the Internal Sustainability Delivery Group and Executive Management Team ( EMT). These steps also aim to address the Level 1 assessment (inadequate) made by the Audit Commission's 2009/10 round of Corporate Area Assessments, in relation to how South Cambridgeshire District Council makes effective use of natural resources.

- ***We will work with Parish Councils to complete at least 6 local projects to contribute to the County target for the reduction of CO2 emissions.***

The Sustainable Parish Energy Partnership (SPEP) exceeded its initial target, and now includes 23 parishes, with several more considering membership. Parishes, which have recently joined the Partnership, include Kingston, Rampton, Fulbourn, Eltisley, Bourn and Waterbeach. It is anticipate coverage of 25% of parishes by year-end.

Officers continue to supporting a range of projects with parishes, including thermal imaging, car sharing, developing a parish energy booklet, the loan of energy monitors, and modelling CO2 emissions.

Between October-December, in addition to the Village Energy Show, 5 workshops were held on a range of subjects including heat pumps, choosing an eco-friendly heating system, insulation, and developing a parish energy booklet. Forthcoming topics include community renewables and garden share.

***We will increase the number of teenagers taking part in positive activities by 500.***

SCDC Young People's Plan sets out how SCDC will help young people to become involved and have a say in things that affect them, and to understand how they can influence change. It will assist in focussing SCDC resources in a way that is more useful and helpful to children and young people living in our district. The draft plan, which has been prepared by young people, was considered by Scrutiny Committee on 6<sup>th</sup> January and is also a separate item on this agenda.

A programme of activities has been identified to date provide opportunities for increased participation in positive activities (refer appendix B).

### **Red Indicators**

6. The principal area where there have been some delays this quarter remains the preparation of policy or supplementary guidance. Guidance is emerging from the new government about changes to the planning system.

Two Supplementary Planning Document (SPD) are also behind schedule. Papworth West Central SPD is subject to on-going discussions stakeholders including with the landowners and Parish Council and awaiting the completion of the Conservation Area review. For the Orchard Park Design SPD, Officers are currently reviewing comments with consultees and partners and it will now be considered at the March Portfolio holder meeting.

### Other Areas of work

7. With regard to the growth sites, achievements in the last quarter include the approval of schemes addressing pre-commencement planning conditions. at Trumpington Meadows, as well as the permission for the first phase of Infrastructure and the country park. In December SCDC Planning committee resolved to grant outline consent for the Cambourne 950 application. Work continues on the relating S106 agreement.

Pre-application discussions continue on Orchard Park in respect of the remaining undeveloped parcels of land, and on NW Cambridge (University Site). The next NW forum has now been successfully launched, it next meets on 26<sup>th</sup> January to consider drainage.

8. A number of the growth sites (NIAB1, NIAB 2, The University and Northstowe) have been affected by the Government's announcement to cancel the A14 Ellington to Fen Ditton improvement scheme. Discussions are underway to understand what alternative plans may be put in place to allow development to proceed. These discussions, however, are at an initial stage.

### Implications

9. Financial	None.
Legal	None
Staffing	The restructure is now complete. The Parish Energy Project Officer post is to be renewed for a further year until March 2012 to support the Sustainable Energy Project. The post of S106 Officer is to be made permanent, funded by fee/charging income.
Risk Management	A separate risk register is maintained for the Service and reviewed quarterly by the service's management team and EMT.
Equality and Diversity	None arising directly from this report and recommendation.
Equality Impact Assessment completed	Equality Impact assessments are currently being drafted for the Climate Change Action Plan, Economic Development Strategy and Sports Development.
Climate Change	The service plays a key role in overseeing carbon reduction within the Council and across the District.

### Effect on Strategic Aims

10. Ensuring that the service performs well and its programmes remain on target will help to ensure that the Council meets its strategic aims.






### Conclusions / Summary







11. The team continues to make good progress across a number of areas. The implications of the Localism Bill will need to be given careful consideration.









**Contact Officer:** Jane Green Head of New Communities  
Telephone: (01954) 713164.


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## Appendix A. Performance Report 2010/11 – Quarter 3













COUNCIL ACTIONS		Status at Year End
ACTION 02 – Increase the number of teenagers in positive activities (by 500)	<p>Annual target exceeded (see figures in appendix B)</p> <p>Young people with a variety of abilities have been involved in a range of sports and arts programmes including: Street Football (85) at Bar Hall, Cambourne, Sawston, and Orchard Park, the Free Swimming programme (20,000 visits under 16yrs old), Paralympics youth games (480 children from 20 schools). Cambourne fun run attracted 57 under 16yr olds, many also trying new activities to help get active and get involved ( sports and cultural activities) in the lead up to 2012 Games at Park Life.</p> <p>Design days held Swavesey Village College involving over 200 Yr 8 pupils in designing different elements of major new developments, and officers involving in helping teachers develop new course module relating to Sustainable construction using examples from the District.</p> <p>The Joint Urban Design Team supported an urban design training day organised by the Perse School, and a design charrette organised by the Cambridge Association of Architects for 6<sup>th</sup> Form students to design of new housing types for 2020.</p> <p>Programme to involve local schools in Rampton Drift demonstrator project being planned for early 2011.</p> <p>Young people involved in drafting Youth Person’s Plan presented to Scrutiny Committee In Jan 2011 (separate item on this agenda).</p>	
ACTION 05 – Reduce CO2 emissions from SCDC Council Operations by 10%	Target attainment not certain, refer comments in covering report.	
ACTION 06 – Reduce CO2 emissions from Parish Councils	Sustainable Parish Energy Partnership (SPEP) target of 6 local projects already exceeded. 23 parishes now Anticipate coverage of 25% of parishes by year-end.	
<b>IMPROVEMENT PLAN</b>		
Council Aim A – Improve the ability of SCDC elected members to engage in the development of communities. (Training programmes & briefings)	<p>Training given on viability in September 2011. A number of briefings held, and briefing notes issued for NW Cambridge scheme.</p> <p>Training programme coordinated by Cambridgeshire Horizons underway on range of topics including viability, infrastructure, street design and public realm, and sustainable construction.</p>	
Council Aim Aii – Best practice in the development of new communities,	<p>Produce a New Communities Toolkit.</p> <p>Work due to commence on this Jan 2011 using</p>	

following lessons learnt.	Lessons Learnt at Cambourne and Orchard Park and reports from our partnership work from SUNN (Sustainable Urban Neighbourhood Network)	
Council Aim Aiii – Delivery of a Growth Engagement Strategy.	Liaison Forum established for NW Cambridge with on-going programme of events. Northstowe Parish Forum meeting quarterly (last met 12.01.11) Cambourne Parish & Local Member liaison group meets monthly Officers regularly attend Orchard Park Community Council meetings. Next Partners meeting to be held Jan/Feb 2011.  SCDC web pages on all major sites to be updated in Jan/Feb 2011.	
<b>OPERATIONAL PLAN</b>		
Increase Number of new adults taking up sport by 1%	Increased participation achieved by a number of programmes including: <ul style="list-style-type: none"> <li>• Try Sport programme increasing links to clubs and other groups</li> <li>• Free Swimming programme. Government funding ended 31<sup>st</sup> July 2010, some local initiatives continuing.</li> <li>• Fitness for Health scheme. Numbers participating down on previous year due to changes within Doctors' surgeries. New programme and tender being prepared for 2011/12.</li> </ul> Dual-Use Sports Centres continue to collate attendance figures on an annual basis.	
Develop the Public Art Policy as set out in the SPD approved in 2009	<ul style="list-style-type: none"> <li>• Public Arts Seminar for officers and developers to be arranged.</li> <li>• Increase contribution collected from S106 negotiations to average 1% in line with the SPD.</li> </ul>	 
Support the existing and future residents of Cambourne	950 planning application and associated S106 considered by Planning committee 06.12.10.  Marketing strategy produced for High Street  Project Plan for Youth Centre to be progressed following determination of 950 application.  Work commenced on Sports Centre and planning permission granted for maintenance building/pavilion.  Welcome packs currently being revised.	
Support the existing and future residents of Orchard Park	Permission granted for Hotel, work commenced on site and scheduled to open Summer 2011.  Pre-application discussions continue on remaining undeveloped parcels.  Cambridge City progressing Self-commissioned housing scheme for Site K1; next steps include soft – market testing and appointment of project manager.	



	<p>Transfer of public open spaces and play facilities on-going.</p> <p>Plan for outstanding innovation fund monies, personalised travel planning and management of art to be discussed further with Orchard Park Community Council early 2011.</p>									
Planning for future communities at North West including NIAB sites	<p>NW forum established with programme of on-going events.</p> <p>Application for NW Cambridge (University) expected July 2011. Pre-application discussions on-going.</p> <p>Pre-application for NIAB 2 to commence early 2011.</p>									
Planning for future communities at Trumpington Meadows	<p>Reserved matter permission granted for infrastructure and Country park</p> <p>Conditions of outline permission discharged in respect of number of strategies: phasing, surface water and foul drainage, youth and play, landscaping &amp; ecology and public art.</p> <p>Community Forum to be established Spring 2011.</p> <p>Work on first homes expected to start in late 2011.</p>									
Northstowe	<p>Demonstrator project on programme and budget, with 17 homeowners applied to join the scheme, design team appointed, and surveys carried out on 3 pilot houses. Design of exhibition centre being revised.</p> <p>Northstowe Parish Forum continues to meet. Next meeting scheduled for April 2011.</p> <p>Discussions with the Joint Promoters on Northstowe scheme continue.</p>	          								
Section 106 Monitoring	<p>In Q3 25 S106 agreements were completed; 12 Parish Council's received off-site open space contributions.</p> <p>The following sums were received across the district:</p> <table border="1" data-bbox="598 1541 1311 1697"> <tr> <td>Affordable Housing (offsite contributions)</td> <td>£123,331.30</td> </tr> <tr> <td>Community Facilities</td> <td>£1,911.69</td> </tr> <tr> <td>Public Art</td> <td>£30,000</td> </tr> <tr> <td>Public Open Space</td> <td>£83,276.04.</td> </tr> </table>	Affordable Housing (offsite contributions)	£123,331.30	Community Facilities	£1,911.69	Public Art	£30,000	Public Open Space	£83,276.04.	
Affordable Housing (offsite contributions)	£123,331.30									
Community Facilities	£1,911.69									
Public Art	£30,000									
Public Open Space	£83,276.04.									
<b>LOCAL INDICATORS</b>										
SF751 – External funding attracted by Community Development Grants	Qtr 2 target of £30K has been exceeded.									
SF770 - External funding attracted by Capital Grants programme.	Qtr 2 target of £750k has been exceeded.									
SP943 – S106 Trigger Points for developments of	As at 14th January 13 obligations had been triggered in the previous quarter, 11 of which were satisfied on									




10 dwellings or more.	time, resulting in a performance statistic of 85% for the quarter.	
SX021 – Single Car Users	Travel for Work Plan – target is 57.5%, actual is 76.5%.	

<b>LOCAL DEVELOPMENT SCHEME (LDS)</b>
---------------------------------------

Review of Core Strategy	Production of the DPD is on hold until more is known about the new Governments reforms of the planning system	
Review of Development Management Policies DPD	Production of the DPD is on hold until more is known about the new Governments reforms of the planning system.	
Gypsy & Traveller DPD	The consultation stage of (Issues & Options 2) report has been concluded (refer last month's agenda).  The Gypsy and Traveller County needs assessment is underway which will inform the numbers of pitches will be set locally in future	
Planning Obligations SPD	Work is continuing on compiling the evidence base that will inform the draft SPD.	
Papworth West Central SPD	The timetable has been delayed to enable further work with stakeholders to be undertaken and review of Conservation Area to be completed.	
Papworth Hospital SPD	Preparation not programmed to start until January 2012. [Target: Adoption by January 2013]	
Orchard Park SPD	The timetable has been delayed to enable further work to be undertaken with stakeholders that made representations on the draft SPD. Aiming to report back on representations received and actions to be taken at March 2011 Portfolio Holder Meeting.	
Health Impact Assessments SPD	Consultation on draft SPD expired in December 2010, responses to be reported to next Portfolio Holder meeting in March 2011.	
Dwellings Associated with Rural Enterprises SPD	The need for this SPD will be reviewed as part of LDS review in Spring 2011.	
Fen Drayton LSA SPD	Consultation on draft SPD expired in December 2010, responses to be reported to next Portfolio Holder meeting in March 2011.	
Annual Monitoring Report	Completed - refer last month's Portfolio-Holder meeting agenda.	
<b>POLICY SERVICE PLAN ITEMS NOT IN LDS</b>		
Cambridge Northern Fringe Area Action Plan	Pre-production work is in progress, work now being led by Cambridge City Council.	



Review of Site Specific Policies DPD	Production of the DPD is on hold until more is known about the new Governments reforms of the planning system.	
Housing Mix SPD	The need for this SPD will be reviewed as part of LDS review in Spring 2011.	

- Key
-  **Completed or on target**
  -  **Annual target or corrective action being taken**
  -  **Not on target**

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## Appendix B - Positive Activities for children and young people

1<sup>st</sup> April 2010 – 31<sup>st</sup> March 2011

Activity/frequency	Age Range	Where	How many/per session	How many (total)
Street Football (Termly)	10 yrs – 15 yrs (Yrs 6 – 10)	Cambourne, Barhill, Fulbourn, Orchard Park, Sawston	85 each week across the district	Approx 3230 over the three terms
Mini Olympics (June)	8 yrs (Yr 4)	Primary Schools	N/A	1400 children from South Cambs primary schools
Rural Athletics (Termly)	7 yrs – 11 yrs (Yrs 3 – 6)	Cambourne, Linton, Impington and Sawston	Approx 20 at each venue	Approx 75 but linton and Sawston started July 10 and numbers are increasing
Indoor Athletics Plus (on-going 1 x per annum) Disabled Events (Moderate Learning Difficulties)	10 yrs – 18 yrs (Yr 6 – yr 13)	Chesterton Sports Centre	N/A	70 (Feb 2010)
Outdoor Athletics Plus (On-going 1 x per annum) Disabled Events (Moderate Learning Difficulties)	10 yrs – 18 yrs (Yr 6 – yr 13)	St Ivo Outdoor Centre	N/A	40
Youth Games Plus (On-going 1 x per annum) Disabled Events (Moderate Learning Difficulties - June)	12 + yrs (Yr 7 – yr 13)	St Ivo Outdoor Centre	N/A	600+
Free Swimming	Under 16s	Melbourn, Impington, Sawston, Bottisham	Approx 300/400 visits per month	31,380 visits from April 09 – July 10 when scheme ended
Cambourne 10k (On-going 1 x per year – April)	Under 20s	Cambourne but from surrounding areas too	N/A	20 (Total of 1250 entries)
Cambourne Fun Run (On-going 1 x per year - April)	Under 16s	Cambourne but from surrounding areas too	N/A	57 (total of 86 entries)
Northstowe School Design Days (On-going 1 x per annum)	14 yrs (Yr 9)	Swavesey Village College		200
Summer Academy – Musical Theatre	8 yrs – 16 yrs	Linton, Melbourn, Comberton Village Colleges		250
Cambourne Youth Festival		Cambourne		25

(On-gong 1 x per annum)				
Orchard Park Youth Festival (on-gong 1 x per annum - Sept)	Under 18	Children living on Orchard Park	N/A	25
Gamlingay Youth Group & Arts Development Manager – film making (on-going) – project to engage young people who are disengaged and could potentially display antisocial behaviours (part of Artsmash project)	15 yrs – 19 yrs	Gamlingay		15
Sawston Cinema Project – on-going  Sawston young people led cinema, which is open to the general public  8 films shown to date, 8 young people organising cinema showings and 110 regular attendees of all ages	12 yrs – 16 yrs			30 Members of Cinema club (12 – 16 yrs)
ArtsMash Projects (On-going)		Across the District (Designated priorities ie, Castle Camps, Bar Hill, etc)		55
Park Life (On-going 1 x per annum – July)	Under 16yrs (Estimate based on questionnaires returned and car parking numbers)	Milton Country Park		500 – 750
Workshop with Members of Scrutiny & Overview	15 – 16 yrs	Swavesey, Cottenham & Comberton Village Colleges		27
Officer visits to Connections Youth Bus throughout September for extensive consultation re Children and Young People's Plan	11 – 18 yrs	Across District	15 – 20 per session	150
Workshop with Officers to consult on Council Key Actions for 2011-2012 (Dec 10)	13 – 16 yrs	Swavesey Village College	12 – 15 per sessions	40

**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

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**REPORT TO:** New Communities Portfolio Holder

25 January 2011

**AUTHOR/S:** Executive Director – Operational Services / Corporate Manager – Planning & New Communities

**SUSTAINABLE PARISH ENERGY PARTNERSHIP: ACTIVITY UPDATE**

**Purpose**

1. This report provides an update on activity relating to the development and delivery of the South Cambridgeshire Sustainable Parish Energy Partnership.
2. This is not a key decisions but an update on a major area of Council community leadership work that also supports Council Priority Actions for 2010/11 (and proposed for 2011/12).

**Recommendations and Reasons**

3. The Portfolio Holder is recommended to note the progress being made in developing and maintaining the South Cambridgeshire Sustainable Parish Energy Partnership (SPEP).

**Background**

4. The South Cambridgeshire Sustainable Parish Energy Partnership (SPEP) is the product of a very special delivery programme designed to bring sustainable energy to our villages and parishes.
5. It directly helps our local communities do what they want to do to tackle their very real concerns over energy costs, energy security and carbon emissions.
6. In practice this means uniting local endeavours and enthusiasm for more local sustainable energy with a comprehensive but flexible programme of 'real-world' and 'real-parish' support.
7. To this end the District Council offers a broad 'menu' of practical help and activity built upon what parish councils and volunteer groups have told us they need. Delivery is via dedicated officer and limited external expert support and a small budget within the Council, a semi-formal link with respective parish councils, and community volunteer groups working across their neighbourhoods and local areas to engage residents in saving energy, money and carbon.
8. Initially focusing upon household heat and power we now also seek to cover travel and food.
9. The programme and partnership is built upon four core aims:
  - (a) to help our communities come together around tangible carbon and energy savings through supporting the work they want to do – building confidence and achievement through the power of 'doing';
  - (b) to match a practical range of sustainable energy support to real local need; circumstances and capacity - starting things up or helping things along.

- (c) to share local experience - the best cues for action come from those around us;
  - (d) to help parish council's tackle climate change - putting sustainable energy on their agendas as something they can now really do something about;
10. Overall, to embed the transition to a more resilient and sustainable future within the parishes, villages and households of South Cambridgeshire - prioritising sustainable energy as the norm in the decision-making of our communities and residents

**Considerations: progress**

11. The level of parish council sign-up to the SPEP continues to exceed expectations and now stands at 23 - almost a quarter of all parishes. The current partners are:

Barton	Gamlingay	Meldreth
Bassingbourn	Girton	Milton
Bourn	Great Shelford	Orwell
Comberton	Haslingfield	Pampisford
Coton	Histon	Rampton
Dry Drayton	Impington	Waterbeach
Eltisley	Kingston	Whittlesford
Fulbourn	Little Gransden	

12. We offer, for any/all partners, direct support in establishing community projects around the following deliverables:
- (a) Electricity monitor loan – domestic & commercial
  - (b) Village energy mapping
  - (c) Community carbon options calculator
  - (d) Thermal image camera training and loan
  - (e) Eastern Carbon Reduction Initiative (dependable insulation and renewables quotations)
  - (f) 'Carbon Conversations' courses
  - (g) Basic home energy questionnaire (Energy Performance Certificate-based)
  - (h) Village car share
  - (i) Parish energy booklets
  - (j) Promotion of the Cambridge Climate Change Charter.
13. Promotion and take-up of these projects is carried through the following:
- (a) Training and information workshops
  - (b) Site visits
  - (c) Newsletters
  - (d) Website

- (e) Eco-renovation directory
- (f) 1-to-1 visits
- (g) Village Energy Show

14. Alongside day-to-day support and co-ordination of the above, the following SPEP related activities have taken place over the last 6 months:

- 11<sup>th</sup> July – promotion at Shelford Feast
- 14<sup>th</sup> July – Orchard Park PC presentation
- 23<sup>rd</sup> August 2010 – SPEP Renewables Workshop: PV and FiTs (Coton)
- 16<sup>th</sup> September 2010 – Green Communities Training Workshop (Community Buildings)
- October 2010 – Parish Editors Workshops
- 4<sup>th</sup> October – Rampton PC presentation
- 7<sup>th</sup> October – Meldreth PC presentation
- 11<sup>th</sup> October – Sustainable Shelford Insulation Evening
- 20<sup>th</sup> October – SPEP & Transition Cambridge: Community energy project manager meeting
- 21<sup>st</sup> October – Bourn PC presentation
- 28<sup>th</sup> October – Hockerton – community turbine visit
- 19<sup>th</sup> Nov – Fulbourn PC presentation
- 13<sup>th</sup> Nov – Rampton Drift Residents Meeting
- 22<sup>nd</sup> Nov – SPEP Workshop (Cottenham)
- 27<sup>th</sup> Nov – The Village Energy Show 2010
- 4<sup>th</sup> December – Melbourn volunteering event
- 11<sup>th</sup> December – Eltisley Information Day
- 13<sup>th</sup> January 2011 – SPEP Workshop (Girton)

**Considerations: new developments**

15. To provide support for volunteer groups in approaching local businesses and organisations we are developing a volunteer training and business/organisation engagement pack through linked up working with our joint City/SCDC project promoting the Cambridge Climate Change Charter. This stands to provide all SPEP groups with a potentially very promising access route to bringing local businesses/organisations on stream and networked into parish-based sustainable energy activity. We hope to have this work stream active and rolling out, following workshop/training sessions, from March.
16. The new Parish Energy Booklet templates are also close to completion. These stand to be a very important introduction/ongoing engagement vehicle for all volunteer groups. The intention is to produce a useable generic version that can simply be 'badged' by the parish or edited to a smaller/greater extent to carry forward key volunteer group workstreams and local parish case studies etc..

17. Community-scale renewable energy projects are a key interest area for many of the partners (as well as being a district and national priority). Over the next two months we will be researching this area in some depth – especially around financing package options tied to making best use of the Feed-in Tariff and forthcoming Renewable Heat Incentive.
18. Several groups are keen to work up or extend the delivery of local food production projects. Local ‘landshare’/ ‘garden share’ initiatives stand to provide a good channel in this area of activity and we will be looking to draw on experience in South Cambridgeshire, the City and further afield to provide examples of delivery frameworks and additional confidence.
19. Recycling and waste reduction continue to be an important area: reducing food waste and recycling of compact fluorescent light-bulbs are both attracting priority interest. We are liaising with colleagues in Environmental Services to take support work forward.
20. Daily dedicated support for the SPEP is provided by the Council’s Parish Energy Project Officer (PEPO). The current post-holder has recently left the Council to take up a full-time post elsewhere (from 17<sup>th</sup> January). In recognition of the success of the project, its standing as a priority action for 2011/12, the rapid rate of take-up, and increasing pressures on broader environmental sustainability work across the Authority as a whole, the Council has agreed to an extension of the PEPO contract to the end of March 2012 (previously due to run until August 2011), an increase in hours from 2.5days to 3.5days per week, and permission to advertise (initially internally). It is hoped that we can fill the vacant post from March 2011. In the interim, internal SPEP support will be covered by the Sustainable Communities Team Leader with additional back-up as/if available from members of the New Communities Team.

**Implications**

21. Financial	None – summary update to previously agreed expenditure
Legal	None – summary update only
Staffing	None – summary reporting of previously agreed resource allocation
Risk Management	None – summary update only
Equal Opportunities	None – summary update only
Climate Change	The whole SPEP project is fundamental to the Council’s response to the climate change agenda.

**Consultations**

22. None – summary activity update only

**Effect on Strategic Aims**

23. The development and ongoing support of the SPEP is the principal means by which the Council is delivering the following 2010/11 priority action: “we will work with parish councils to complete at least 6 local projects to contribute to the County target for the reduction of CO<sub>2</sub> emissions”.



**Conclusions / Summary**

24. The South Cambridgeshire Sustainable Parish Energy Partnership continues to develop very strongly with a steady stream of interest and sign-up from parish councils and volunteer groups across the district. Activity levels and enthusiasm also continue to grow with all participants as a reflection of the effectiveness of facilitated partnership working that holds the following principals close:
- (a) the power of 'doing'
  - (b) matching support to real local need and capacity
  - (c) sharing local experience

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

None

**Contact Officer:** Richard Hales – Sustainable Communities Team Leader  
Telephone: (01954) 713135

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Forward Plan - New Communities Portfolio as at 17 January 2011

Portfolio Holder Meeting	Agenda Title	Key Purpose	Corporate Manager(s)	Responsible Officer(s)	Issue and Agenda Items Created?	Added to Plan Date
8 March 11	Final Service Plans 2011/12	For decision	Jo Mills	Jo Mills	Y	
	Community Capital Grants Programme	For decision	Jo Mills	Richard Hales	Y	
	Residential Travel Plan Guidance SPD	Approval for consultation	Jo Mills	Claire Spencer	Y	20.12.10
	Orchard Park Design Guidance SPD	For adoption post-consultation	Jo Mills	Ian Howes	Y	
	Health Impact SPD	For adoption post-consultation	Jo Mills	Iain Green	Y	
	Fen Drayton LSA SPD	For adoption post-consultation	Jo Mills	Jenny Nuttycombe	Y	
	Local Development Scheme	For decision	Jo Mills	Keith Miles	Y	
	Climate Change Action Plan	For decision	Jo Mills	Richard Hales	Y	
19 May 11	Performance Indicators Q4 2010/11	Monitoring	Jo Mills		Y	
	Financial Performance Q4 2010/11	Monitoring	Jo Mills	John Garnham	Y	
	Service Improvements Q4 2010/11	Monitoring	Jo Mills		Y	
	Papworth Everard West Central SPD	To endorse for consultation	Jo Mills	Caroline Hunt	Y	

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