

**COUNCILLORS' BULLETIN  
WEDNESDAY, 2 MARCH 2011**



South  
Cambridgeshire  
District Council

**CONTENTS**

**1. Meetings and events from THURSDAY 3 MARCH to FRIDAY 18 MARCH**

Date	Time	Name	Venue	Contact
<b>Thu 3 March</b>	10am	<a href="#">Licensing Committee 03/03</a>	Swansley Room	<a href="#">Maggie Jennings</a>
<b>Fri 4 March</b>				
<b>Mon 7 March</b>				
<b>Tue 8 March</b>	10am	<a href="#">Planning Portfolio Holder's Meeting 08/03</a>	Monkfield Room	<a href="#">Ian Senior</a>
	11.15am	<a href="#">New Communities Portfolio Holder's Meeting 08/03</a>	Monkfield Room	<a href="#">Ian Senior</a>
<b>Wed 9 March</b>	10am	<a href="#">Standards Committee 09/03</a>	Swansley Room	<a href="#">Holly Adams</a>
<b>Thu 10 March</b>	10am	<a href="#">POSTPONED - Northstowe Portfolio Holder's Meeting 10/03</a>	Jeavons Room	<a href="#">Patrick Adams</a>
	2pm	<a href="#">Environmental Services Portfolio Holder's Meeting 10/03</a>	Jeavons Room	<a href="#">Ian Senior</a>
<b>Fri 11 March</b>				
<b>Mon 14 March</b>				
<b>Tue 15 March</b>	11am	<a href="#">Policy and Performance Portfolio Holder's Meeting 15/03</a>	Jeavons Room	<a href="#">Maggie Jennings</a>
	6pm	<a href="#">Finance and Staffing Portfolio Holder's Meeting 15/03</a>	Monkfield Room	<a href="#">Patrick Adams</a>
<b>Wed 16 March</b>	5.30	<a href="#">Housing Portfolio Holder's Meeting 16/03</a>	Monkfield Room	<a href="#">Ian Senior</a>
<b>Thu 17 March</b>				
<b>Fri 18 March</b>				

**INFORMATION FOR DISTRICT COUNCILLORS**

**2. Green Vision- Cambridgeshire Green Infrastructure Strategy**

Cambridgeshire Horizons are consulting on an updated Strategy to deliver Green Infrastructure in the county to 2031 and beyond. The Strategy includes a network of Green Infrastructure - made up of outdoor places and spaces such as rivers, country parks, wildlife habitats, historic sites, woodlands and rights of way – and projects that will help deliver it.

More information will be available at a consultation event at Cambourne Library on Thursday, 10<sup>th</sup> March between 3.30 pm and 7.30 pm. Background information, the Strategy and the opportunity to respond to the consultation will be online at [www.cambridgeshirehorizons.co.uk/greenvision](http://www.cambridgeshirehorizons.co.uk/greenvision). The consultation runs from 3<sup>rd</sup> March to 3<sup>rd</sup>

April.

South Cambridgeshire District Council is one of a wide range of partners who have helped inform and shape the development of the Strategy.

**3. Landlord's Forum Agenda**

**PARISH COUNCIL INFORMATION**

**4. SHEPRETH- Grant decision**

The Conservation and Design Manager recommends the approval of a grant totalling £175 from the Wildlife Enhancement Scheme. The grant will see the see the plating of 18 fruit and nut trees together with the planting of 15 hazel shrubs. The grant represents 50% funding. Planting is to be undertaken by community volunteers. This grant will assist in the delivery of the Council's priority action to see community orchards established.

**5. FULBOURN- Grant decision**

The Conservation and Design Manager recommends the approval of a grant totalling £125 to be awarded to Fulbourn Primary School to fund the purchase of bat and swift boxes. The grant represents 50% funding. The erection of the swift box builds upon conservation work at the nearby Swifts Housing Estate.

**6. Your Community, You Decide**

Cambridgeshire & Peterborough Association of Local Councils (CPALC) has project managed in partnership with the Essex Association a project funded by the National Association of Local Council (NALC).

We have showcased the work of one parish or town council from each of the 6 counties in the eastern region to show how parish and town councils are using their powers to deliver valuable facilities for their communities.

This also reinforces that parish and town council sector is already engaged in delivering the aims of the Big Society and Localism agenda.

We have produced a Support Pack that includes a CD with "How To" documentation, a DVD (as seen on the link) and a booklet on the 6 projects shown.

Copies of the Pack are available from CPALC on 01480 375629 or emailing [accounts@cpalc.org.uk](mailto:accounts@cpalc.org.uk)

Watch the videos by holding down the ctrl key on the keypad and then click on the link below <http://www.youtube.com/watch?gl=JP&hl=ja&v=6kPSfsDHnuQ>

**GENERAL INFORMATION**

**7. Contracted Bus Service Tenders**

**8. Items of Interest from the Local Government Association (LGA)**

**ENVIRONMENT**

### ***Flood risk protection – funding available for property level flood protection***

£2 million of funding has been set aside to provide property level flood protection to communities in England. New schemes will work in a similar way to the DEFRA property protection grant scheme, which ran from 2009-2011, although some adjustments have been made. The application deadline is 1 April 2011. Application forms and detailed guidance can be requested from your local Environment Agency office. Please e-mail any general queries on the scheme to [propertyprotection@environment-agency.gov.uk](mailto:propertyprotection@environment-agency.gov.uk)

## **HOUSING**

### ***LGA briefing on the Affordable Rent framework***

Communities and Local Government and the Homes and Communities Agency has published a framework for the Affordable Homes Programme. The framework identifies how the development of new affordable housing will be funded over the next four years and how the new Affordable Rent product will work.

The LGA welcomes the increased flexibilities for local authorities and social landlords around social housing generally. We are pleased that, at least technically, council landlords will be able to bid for the Affordable Homes programme, something the LGA has been campaigning for. Whether in practice they will be able to put together a bid which has any hope of success depends whether they can overcome the current public borrowing rule which puts them at a disadvantage compared with a housing association as a private sector entity whose borrowing doesn't count to the public sector.

In their strategic role, councils would be concerned if HCA agreed proposals from housing associations which the local council doesn't think appropriate.

## **PLANNING AND NEW COMMUNITIES**

### ***Planning Advisory Service Councillor Briefing: Delivery – development control to development management***

This briefing session will take you through the role that you as elected members can play in a positive development management process. It covers the considerations that you will need to take on board and the way that you can help to make the most of the investment opportunities by using planning effectively.

### ***Renewable energy opportunities***

The LG Group has launched a new web resource designed to help councils explore ways to save money on their fuel bills and boost revenue by selling energy into the national grid.

[Compare Renewables](#) provides information on eight different renewable energy options available to councils, including details on how they work, costs, payback periods and potential returns.

It is designed in part to help councils capitalise on the deregulation of the national grid, but also provides information on how councils can use renewable energy to tackle fuel poverty, reduce carbon emissions and help developers meet sustainability standards.

## **LOCAL GOVERNMENT GROUP EVENTS**

### ***Changing the way we do housing***

The role of local government in housing must change and housing practitioners will need to work in new ways. The LG Group will run a series of **free** seminars on the changing housing agenda during March: Monday 14 March 2011, Birmingham, Friday 18 March 2011, Leeds, Monday 21 March 2011, London, Tuesday 22 March 2011, Bristol, Thursday 24 March 2011, Liverpool. This event will be relevant both to councillors and officers who are new to this agenda and to those that have some experience. Please

contact [Patrick Adams](#), Senior Democratic Services Officer, 01954 713408 if you are interested in attending.

## 9. Rural Services Network Weekly Digest

The Rural Services Network is a group of over 250 service providers and local authorities working to establish best practice across the spectrum of rural service provision. The network has representation across the complete range of rural services. For general comments or enquiries, email: [editor@ruralcity.co.uk](mailto:editor@ruralcity.co.uk)

- Councils to reduce bus service <http://www.rsonline.org.uk/Services/Councils-forced-to-reduce-bus-funding.html>
- High-speed rail plan scrutinised <http://www.rsonline.org.uk/Environment/High-speed-rail-plan-scrutinised.html>
- Rural Counties 'ready for Big Society' <http://www.rsonline.org.uk/Services/Rural-counties-ready-for-Big-Society.html>
- Forest U-turn 'won't mean other cuts' <http://www.rsonline.org.uk/Politics/Forestry-u-turn-won-t-mean-other-cuts.html>
- Smallest village shop opens <http://www.rsonline.org.uk/Services/Smallest-rural-community-shop-opens.html>

## 10. Weekly Planning List

To view the list of planning applications submitted in the past seven days, please visit the Council's on-line [Planning Application Search](#). Once the page has loaded, select the [Planning Weekly List option](#) to see planning applications determined or registered each week for the past ten weeks, or use the [Search option](#) to set your own criteria.

The system will provide a range of information on current and decided applications since 1948, including a brief description of the development, reference number, decision and the date of decision. More recent applications show the name and telephone number of the council officer who is dealing with the application.

Search results are presented in a collection of pages, the number of which depends on the number of results your search produces. There are navigation tools to allow you to browse your results.

## EXECUTIVE DECISIONS TAKEN SINCE 23 FEBRUARY 2011

In accordance with the [Access to Information Procedure Rules in Part 4 of the Council's Constitution](#), any executive decision shall be published normally within five days of being made. That record will bear the date on which it is published and will specify that the decision will come into force, and may then be implemented, on the expiry of 5 working days after the publication of the decision, unless called in for review by the Chairman of the Scrutiny and Overview Committee or by any five other councillors.

A list of decisions currently within the call-in period is available [on the Council's website](#).

Any member considering calling in a decision is requested to contact the [Democratic Services Section](#) to determine whether any relevant amendments have been incorporated.

The call in procedure is set out in full in [Part 4 of the Council's Constitution, 'Scrutiny and](#)

[Overview Committee Procedure Rules](#).

**11. Cambridgeshire Green Infrastructure Strategy**

The decision of the New Communities Portfolio Holder on 1 March 2011 with respect to the Cambridgeshire Green Infrastructure Strategy was:

- a) To support the broad approach of the Strategy contained in Appendices A and B.
- b) That further changes be made to the Strategy so that it can be published for public consultation.
- c) To endorse, as an urgent decision outside the usual Portfolio Holder schedule of meetings, an acceptable revised version of the Strategy for public consultation, in consultation with the Corporate Manager (Planning and New Communities) and other relevant officers and members.

A revised strategy was received on 22 February and has been checked by officers. Limited changes to the Strategy have subsequently been agreed with Cambridgeshire Horizons.

The purpose of this decision is to endorse the revised version of the Cambridgeshire Green Infrastructure Strategy for public consultation on the basis that the changes will be made.

*With the agreement of the Chairman of the Scrutiny and Overview Committee the call-in period has been waved.*

**12. Budget and Council Actions for 2011/12 and Council Objectives & Annual Priorities (Cabinet, 10 February 2011)**

To view the full text of the decision:

<http://scamb.moderngov.co.uk/mgAi.aspx?ID=37258>

**13. Housing Revenue Account (HRA) Housing Rents, Budget & Service Charges 2011/12 (Cabinet, 10 February 2011)**

To view the full text of the decision:

<http://scamb.moderngov.co.uk/ieListDocuments.aspx?MId=4976>

**14. Community Safety 3-year Rolling Plan 2011-2014 (Cabinet, 10 February 2011)**

Council **RESOLVED** to adopt the South Cambridgeshire Crime and Disorder Reduction Partnership Community Safety Plan 2011-14.

**15. Investment Strategy (Treasury Management) 2011/12 (Finance and Staffing Portfolio Holder, 15 February 2011)**

Council **RESOLVED** to adopt the Interim Investment Strategy 2011/12.

**16. SWAVESEY BYEWAYS RATE 2011/12**

Council **RESOLVED** to:

- (a) maintain the current level of byeway maintenance for the period 2011/12; and
- (b) levy a rate at 90 pence to fund the required maintenance for the period 2011/12.

<p><b>17. S/2058/10 - Weston Colville (Land South of Springhill Lodge, Brinkley Road)</b></p> <p>Deferred for a site visit.</p>
<p><b>18. S/2148/10 - Comberton (3, Long Road)</b></p> <p>The Committee <b>approved</b> the application, as amended by plans 962/04 Revision A (date stamped 10 January 2011), 962/03 Revision B, 962/05 Revision B, 962/06 Revision B, 962/07 Revision B, 962/08 Revision B (date stamped 18 January 2011), subject to the Conditions set out in the report from the Corporate Manager (Planning and New Communities), and a further Condition relating to the provision of pedestrian visibility splays as required by the Local Highways Authority. Members instructed officers to make sure that Condition 5 in the report took full account of their preference for permeable surfacing.</p> <p>The Committee <b>approved</b> the application, as amended by plans 962/04 Revision A (date stamped 10 January 2011), 962/03 Revision B, 962/05 Revision B, 962/06 Revision B, 962/07 Revision B, 962/08 Revision B (date stamped 18 January 2011), subject to the Conditions set out in the report from the Corporate Manager (Planning and New Communities), and a further Condition relating to the provision of pedestrian visibility splays as required by the Local Highways Authority. Members instructed officers to make sure that Condition 4 in the report took full account of their preference for permeable surfacing.</p> <p><i>This decision was published on 24 February 2011 and therefore the <a href="#">Democratic Services Section</a> must be notified of any call in by 3 March 2011. If not called in this decision may be implemented on Friday 4 March 2011.</i></p>
<p><b>19. S/1186/10 - Foxton (Land Between 3-11 Mortimers Lane for Amber Homes Ltd)</b></p> <p>The Committee <b>approved</b> the application, upon the Chairman's casting vote, subject to the Conditions set out in the report from the Corporate Manager (Planning and New Communities) and a further Condition requiring the building to remain a separate one-bedroomed dwelling, and not to become an annexe to no. 7 Mortimers Lane.</p> <p><i>This decision was published on 24 February 2011 and therefore the <a href="#">Democratic Services Section</a> must be notified of any call in by 3 March 2011. If not called in this decision may be implemented on Friday 4 March 2011.</i></p>
<p><b>20. S/1951/10 - Girton (3 Cherry Bounds Road)</b></p> <p>The Committee <b>approved</b> the application, subject to the Conditions referred to in the report from the Corporate Manager (Planning and New Communities).</p> <p><i>This decision was published on 24 February 2011 and therefore the <a href="#">Democratic Services Section</a> must be notified of any call in by 3 March 2011. If not called in this decision may be implemented on Friday 4 March 2011.</i></p>
<p><b>21. S/1847/10 - Impington (Land West of Merrington Place, off Impington Lane)</b></p> <p>The Committee <b>approved</b> the application as amended by drawings 242/01/P Revision A and 242-07P Revision A date stamped 12 January 2011, subject to the Conditions set out in the</p>

report from the Corporate Manager (Planning and New Communities).

*This decision was published on 24 February 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 3 March 2011. If not called in this decision may be implemented on Friday 4 March 2011.*

**22. S/1463/10 - Longstanton (Land to North of Nelson Crescent, High Street)**

Deferred for a site visit.

**23. S/1881/10 - Melbourn (Oak Cottage, 6a Vicarage Close)**

The Committee refused the application contrary to the recommendation in the report from the Corporate Manager (Planning and New Communities). Reason: Members considered that, by virtue of its bulk and massing, the proposal would have an unacceptable impact on the street scene and on neighbour amenity. Members also referred to comments made by the Inspector in dismissing an Appeal against the refusal of planning application S/1208/02/F.

*This decision was published on 24 February 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 3 March 2011. If not called in this decision may be implemented on Friday 4 March 2011.*

**24. S/2161/10 - Shepreth (21 Meldreth Road)**

The Committee **approved** the application, in line with officers' amended recommendation, subject to safeguarding Conditions relating to, among other things, open space provision, external materials to be used, community facilities provision, the Section 106 monitoring fee, provision of waste receptacles, restrictions on the hours of construction, prevention of windows to the rear elevations at first floor level, a minimum cill height for the high level rooflights where necessary, landscaping and boundary treatments, and highway conditions relating to retention of visibility splays drainage of the access, and the materials to be used for the access.

*This decision was published on 24 February 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 3 March 2011. If not called in this decision may be implemented on Friday 4 March 2011.*

**25. S/1107/10 - Meldreth (Gocold Ltd, Station Yard, High Street)**

The Committee **approved** the application, subject to the Conditions set out in the report from the Corporate Manager (Planning and New Communities) and a further Condition relating to site boundary treatment.

*This decision was published on 24 February 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 3 March 2011. If not called in this decision may be implemented on Friday 4 March 2011.*

**26. S/1365/10 - Great Abington (Phase II, Granta Park)**

The Committee gave officers delegated powers to approve the application, subject to Conditions to be finalised, further to those set out in the Update report from the Corporate Manager (Planning and New Communities), and to consequential variations to relevant Section 106 Legal

Agreements.

*This decision was published on 24 February 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 3 March 2011. If not called in this decision may be implemented on Friday 4 March 2011.*

**27. S/2078/10 - Great Shelford (144 Cambridge Road)**

The Committee **refused** the application contrary to the recommendation in the report from the Corporate Manager (Planning and New Communities). Reason: Members considered that the proposal would have an unacceptable impact on the amenities of current and future residents.

*This decision was published on 24 February 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 3 March 2011. If not called in this decision may be implemented on Friday 4 March 2011.*

**28. S/2212/10 - Whittlesford (New House (Formerly No.12), Royston Road)**

The Committee approved the application, subject to the prior completion of a revised Section 106 Legal Agreement as specified in paragraph 22 of the report from the Corporate Manager (Planning and New Communities), and to the Conditions set out in that report.

*This decision was published on 24 February 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 3 March 2011. If not called in this decision may be implemented on Friday 4 March 2011.*

**29. S/2285/10 - Willingham (12, Green Street)**

The Committee gave officers delegated powers to approve the application, subject to agreement being reached to protect the Sycamore tree close to the boundary of the application site, the Conditions referred to in the report from the Corporate Manager (Planning and New Communities) (in consultation with Willingham Parish Council and local Members, particularly Councillor Brian Burling), Condition 13 specifically restricting construction vehicles to accessing the site via Green Street, and to an additional Condition relating to archaeological investigation.

*This decision was published on 24 February 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 3 March 2011. If not called in this decision may be implemented on Friday 4 March 2011.*

**30. Capital and Revenue Estimates 2011/12: Planning Portfolio**

The Planning Portfolio Holder:

1. Endorsed the Revenue Estimates as shown at Appendix A (as revised and circulated at the meeting), Capital Programme as shown at Appendix B, and



- associated proposal forms at Appendix C1 to C4.
2. noted the capital estimate for the Building Control System, which is for endorsement by the Policy and Performance Portfolio Holder.
  3. requested that Cabinet include, on the list of precautionary items for 2011-12, £50,000 for possible additional expenditure on Appeals and Inquiries.
  4. instructed officers to identify the appropriate method for transferring to the Housing Portfolio the budget for the Open Space Agreement (Cherry Hinton).
  5. recommended that Cabinet send the revised estimates on to Council for final approval.

*This decision was published on 1 March 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 8 March 2011. If not called in this decision may be implemented on Wednesday 9 March 2011.*

### **31. Capital and Revenue Estimates 2011-12: New Communities**

The New Communities Portfolio Holder:

endorsed the Revenue Estimates for 2011-12 and the Capital Programme up to 2015-16, relating to services within the New Communities Portfolio, and recommended them for consideration by Cabinet;

approved the Capital Expenditure Proposal Forms relating to Village Sports Facilities Grants, Community Facilities Grants and Arts Capital Grants for inclusion in the Capital Programme.

*This decision was published on 1 March 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 8 March 2011. If not called in this decision may be implemented on Wednesday 9 March 2011.*

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

The New Communities Portfolio Holder:

- a) Noted the representations summarised in Appendix B
- b) approved 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 the approach suggested in the conclusions for developing the Informal Planning Policy Guidance;
- c) gave authority to officers to agree 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.

*This decision was published on 1 March 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 8 March 2011. If not called in this decision may be implemented on Wednesday 9 March 2011.*

**33. Young People's Plan**

The New Communities Portfolio Holder approved 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.

*This decision was published on 1 March 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 8 March 2011. If not called in this decision may be implemented on Wednesday 9 March 2011.*

**34. Cambridgeshire Green Infrastructure Strategy**

The New Communities Portfolio Holder agreed

- (a) To support the broad approach of the Strategy contained in Appendices A and B
- (b) that further changes be made to the Strategy so that it can be published for public consultation.
- (c) to endorse, as an urgent decision outside the usual Portfolio Holder schedule of meetings, an acceptable revised version of the Strategy for public consultation, in consultation with the Corporate Manager (Planning and New Communities) and other relevant officers and members.

*This decision was published on 1 March 2011 and therefore the [Democratic Services Section](#) must be notified of any call in by 8 March 2011. If not called in this decision may be implemented on Wednesday 9 March 2011.*

**DECISIONS MADE BY OFFICERS AND REPORTED FOR INFORMATION**

**OTHER INFORMATION**

**35. Newly-Published Items on modern.gov**

**Agendas**

- [Agenda for Standards Committee on Mar 9 2011 10:00AM](#)
- [Agenda for Planning Portfolio Holder's Meeting on Mar 8 2011 10:00AM](#)
- [Agenda for New Communities Portfolio Holder's Meeting on Mar 8 2011 11:15AM](#)

**Minutes**

- [Agenda for Planning Committee on Feb 2 2011 2:00PM](#)
- [Agenda for Planning Portfolio Holder's Meeting on Jan 25 2011 10:00AM](#)
- [Agenda for New Communities Portfolio Holder's Meeting on Jan 25 2011 11:15AM](#)
- [Agenda for Cambridge City and South Cambridgeshire Local Strategic Partnership Board on Jan 25 2011 2:00PM](#)
- [Agenda for Finance and Staffing Portfolio Holder's Meeting on Feb 15 2011 6:00PM](#)

**Issues**

- [Issue details - MELBOURN: Transfer of Car Park legal Costs - Contribution to Parish Council](#)
- [Issue details - HAUXTON Parish Council: Request for Dispensation](#)

**Meetings**

- [Agenda for Council on Feb 24 2011 2:00PM](#)
- [Agenda for Planning Committee on Mar 2 2011 2:00PM](#)
- [Agenda for Licensing Committee on Mar 3 2011 10:00AM](#)

**36. Upcoming Training Sessions for Members**

<b>Subject:</b>	<b>Date:</b>	<b>Location:</b>	<b>For:</b>	<b>Contact:</b>
Questioning Skills for Better Scrutiny Workshop	Wednesday 9 March 2011 6pm-8pm	Swansley Room	All Members and Scrutiny Officers	<a href="#">Jackie Sayers</a>
CorVu Performance Management System	Thursday 24 March 2011 5pm- 6pm	ICT Training Room	All Members	<a href="#">Ian Salter</a>

Please confirm your availability to attend training sessions by contacting [Claire Dillon](#) by email, or on extension 3026.

**37. Starters and Leavers**

Gareth Jones, Head of Planning will be retiring on 6 May 2011. Further information will be provided regarding future management arrangements over the coming weeks.

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South  
Cambridgeshire  
District Council

## Landlords' Forum Agenda

**Venue:** Council Chambers at South Cambridgeshire Hall, Cambourne

**Date and Time:** 18 March 10am to 11.30. Please arrive early for refreshments and a prompt start.

**Important: please report to reception on arrival at the Council Offices**

Item	Subject	Lead Officer	Job Title	Time
	Tea and coffee			9.30
1	Welcome, introductions and apologies	Dawn Graham	Benefit Manager	10.00
2	Open Access – a new way for landlords to access information regarding benefit payments	Lynda Hayward	Assistant Benefit Manager	10.10
3	Deposit guarantees and the rent deposit scheme - how landlords can get involved	Susan Hinawski	Housing Advice and Options Team Leader	10.25
4	Future changes to benefit legislation Including Local Housing Allowance	Dawn Graham	Benefit Manager	10.40
6	Benefit Fraud – what you as a landlord can do	Chris Freeman	Fraud Manager	10.55
7	Questions and any other business	Dawn Graham	Benefit Manager	11:10
8	Feedback from attendees and future forums	Georgina Hardy	Compliance Officer	11:25
9	Close			11:30

Please reserve your place at the forum by contacting Georgina Hardy before **9<sup>th</sup> March 2011**

Telephone: 01954 713443

Email: [georgina.hardy@scambs.gov.uk](mailto:georgina.hardy@scambs.gov.uk)

## List of Attendees

### South Cambridgeshire District Council

Dawn Graham	Benefit Manager
Lynda Hayward	Assistant Benefit Manager
Susan Hinawski	Housing Advice and Options Team Leader
Chris Freeman	Fraud Manager
Virginia Lloyd	Lawyer
Chris Evans	Environmental Health Officer
Georgina Hardy	Compliance Officer
Liz Irvine	Housing Advice and Homelessness Team Leader
Drew Park	Housing Advice Officer
Talsim Gbaja-Biamila	Housing Advice Officer
Stephanie Clements	Housing Services Officer (anti social behaviour)

### Cambridge City Council

Richard Lord	Team Leader Housing Standards, Environment and Planning,
Alison Cole	Benefits Manager
John Frost (to be confirmed)	Head of Revenues and Benefits

### Huntingdon District Council

Amanda Burns	Benefits Manager
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### Anglia Revenues Partnership (represents Breckland Council, Forest Heath Council, East Cambridgeshire District Council and from April 2011 St Edmundsbury Borough Council)

Kerry Jackson	Benefit Team Manager
Sue Wilcox	Benefit Team Manager

### National Landlords Association

Lynsey Sweales	Regional Representative for the East of England
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### Valuation Office Agency

Guy Williams	Valuations Team Manager (East of England)
Lesley Meredith	Lettings Research Manager (East of England)

### Cambridgeshire Constabulary

Chris Savage	Inspector
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### Digital UK

Elizabeth Knight	Assistant Regional Manager (Housing) Anglia and Central
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## How to find us

### By Bus

There are several bus services into Cambourne with the Citi 4 arriving outside our offices every 20 minutes. Service timetables are available on our website.

<http://www.scams.gov.uk/CouncilAndDemocracy/Howtofindus/#ByBus>

### By Car

The main road to Cambourne is the A428 and the business park is visible from this road.

There is parking available on site, however it is very limited. Please use the staff car park.

From the A1, (Northbound)

- Leave the A1 at the A428, St Neots exit and join the A428 towards Cambridge.
- After the roundabout junction with the A1198, leave the A428 and follow the signs for the Cambourne Business Park

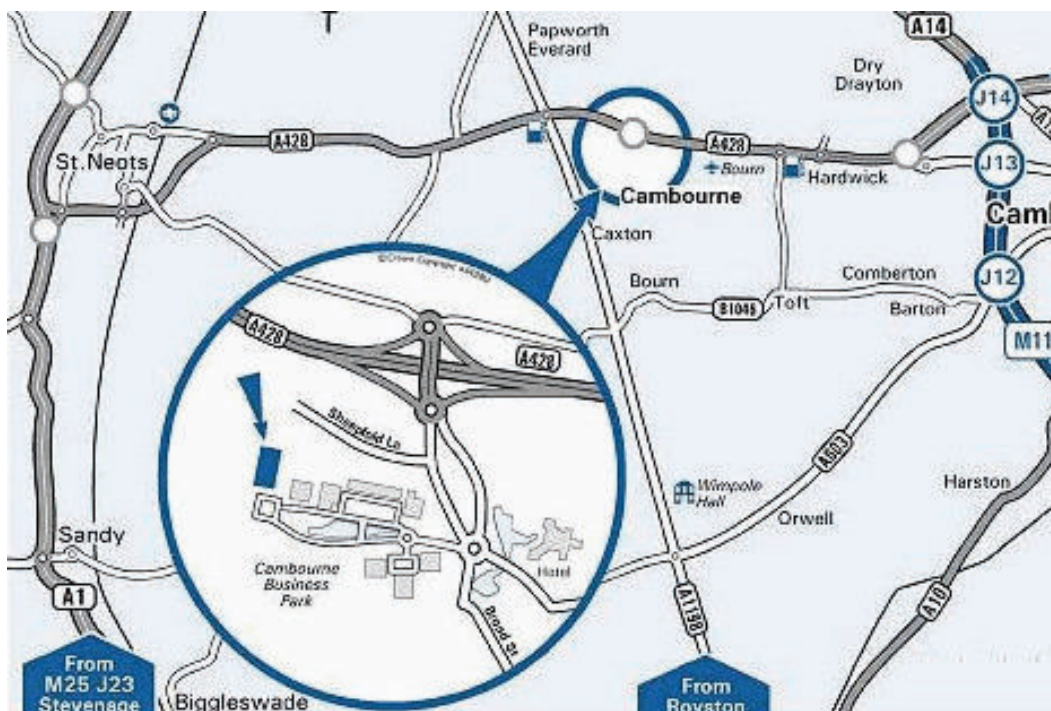
From the A1(M), (Southbound)

- Leave A1(M) at junction 14 (signposted A14, (M11), London East, Huntingdon, Cambridge, Stansted) and join the A14.
- Stay on A14 for 6 miles. Exit A14 to join A1198 towards Royston and Papworth Everard.
- Remain on the A1198 to the roundabout junction with the A428 and turn left onto the A428.
- Leave the A428 and follow the signs for the Cambourne Business Park.

From the M11

- Leave the M11 at junction 13 and join the A1303 towards St. Neots / Bedford.
- Join the A428 and continue for a further 5 miles and then follow the signs for the Cambourne Business Park.

## Map



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My ref:

Your ref:

Date:

Contact:

Direct dial:

E Mail:

**Environment Services****Passenger Transport Services**
 Box CC1301  
 Shire Hall  
 Castle Hill  
 Cambridge  
 CB3 0AP

Tel: 0345 045 0675

## CONTRACTED BUS SERVICE TENDERS COMMENCING 4<sup>th</sup> APRIL 2011

In October 2010 we contacted you to seek your feedback about county council contracts that were due to expire in April 2011. The tenders have been analysed, taking into account comments received, and attached is a table showing which contracts have been awarded and to whom; and the impact upon the service if relevant.

Services 30, 32, 45 and City Circle are not on the table because they are part of another consultation that is currently ongoing.

The County Council is producing timetables for services

- **C2**
- **47**
- **150** (and)
- **The 900's**

All other timetables are produced by the operator and they need to be contacted directly for copies.

Yours sincerely

### Passenger Transport

- Telephone 0345 045 0675
- Email [passenger.transport@cambridgeshire.gov.uk](mailto:passenger.transport@cambridgeshire.gov.uk)
- Write Passenger Transport, CC1301, Castle Court, Shire Hall, Cambridge CB3 0AP

## Contracted services or journeys that have been re-tendered and will start 04 April 2011

Current Service Number	Current Operator	Route	New operator	What is happening to the service
1B	Whippet	RAF Wyton > St Ives	Whippet	Timetable remains the same as at present
14	Stagecoach	Caldecote > Cambridge	Stagecoach	Timetable remains the same as at present
15	Myalls	Haslingfield > Royston	Myalls	Timetable remains the same as at present
21	Stagecoach	Chatteris > Somersham > St Ives	Stagecoach	Timetable remains the same as at present
22	Whippet	Ramsey > St Ives	Whippet	Timetable remains the same as at present
31	Stagecoach	Ramsey > Whittlesey	Stagecoach	Timetable remains the same as at present
46	Freedom Travel	Streetly End > Dullingham > Newmarket	Freedom Travel	Timetable remains the same as at present
46	Norfolk Green	Wisbech > March	Norfolk Green	Timetable remains the same as at present
47	Freedom Travel	Brinkley > Newmarket	Freedom Travel	Will be operating a new revised timetable with one less morning journey
56	Norfolk Green	Benwick / Manea > March	Norfolk Green	Timetable remains the same as at present

56	Norfolk Green	Wisbech > March	Norfolk Green	Timetable remains the same as at present
101	Myalls	Whittlesford > Duxford > Saffron Walden	Myalls	Timetable remains the same as at present
110	Freedom Travel	Impington > Histon > Ely	Freedom Travel	Timetable remains the same as at present
115 / 116 / 117	A & P Travel	Goldhill Corner / Wardy Hill / Upware > Ely	ESDAR	Timetable remains the same as at present
129	Freedom Travel	Blackhorse Drove > Prickwillow > Ely	ESDAR	Minor changes to departure times
152	Cedar Coaches	Bedford > Tilbrook > Kimbolton > St Neots	Nene & Ouse Community Transport	Will operate as 150, between Tilbrook – Kimbolton – St Neots. New early morning journey into St Neots but slightly less journeys during the day. Will no longer go to Bedford.
12 / 204	Ely Soham Dial a Ride	12: Newmarket > Ely 204: Isleham > Newmarket	Freedom Travel	Timetable remains the same as at present
390	W & M Travel	Wisbech > Parson Drove > Peterborough	W & M Travel	Timetable remains the same as at present
415	Peterborough Dial a Ride	Upwood > Woodwalton > Peterborough	Peterborough Dial a Ride	Timetable remains the same as at present
901 – 904	Burtens	Ashley / Cheveley / Dullingham / Brinkley > Newmarket	Freedom Travel	Timetable remains the same as at present
C2	Safford's Coaches	The Hatleys > Croydon > St Neots	Myalls	Timetable remains the same as at present

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## Local Government Group Alert 37/11

**To: Chief Executives in England**

**Please circulate to those responsible for:**

Environmental Services; Flood Risk Management; Emergency Planning

**23 February 2011**

**Flood Risk Protection – Funding available for property level flood protection**

Dear Colleague,

Funding for property level flood protection schemes

£2 million of funding has been set aside to provide property level flood protection to communities in England. New schemes will work in a similar way to the DEFRA property protection grant scheme, which ran from 2009-2011, although some adjustments have been made.

The application deadline is 1 April 2011. Application forms and detailed guidance can be requested from your local Environment Agency office. Please e-mail any general queries on the scheme to [propertyprotection@environment-agency.gov.uk](mailto:propertyprotection@environment-agency.gov.uk)

Yours sincerely,

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## **Briefing for LGA Members on the Affordable Rent framework**

**17 February 2011**

CLG and HCA published a [framework for the Affordable Homes Programme](#) following previous government announcements on reforming social housing.

The framework sets out how the development of new affordable housing will be funded over the next 4 years and how the new Affordable Rent product will work. There is £2.2bn of uncommitted funding for the development of new affordable housing for the period 2011-2015. Affordable Rent will be the primary housing product supported by HCA.

There are four parts of the programme which have been given indicative funding – the Mortgage Rescue Scheme, Homelessness Change Programme, Traveller Pitch Funding and Empty Homes. Some funding will also be retained for proposals that come through the Community Right to Build route over the course of the 4 year period.

### **Housing providers**

- Bids are invited from housing providers for four year investment programmes with indicative proposals, instead of individual schemes. Requests for HCA funding should be for the minimum necessary to make development viable.
- When deciding which programmes to support, the HCA will have a strong focus on value for money and will look for evidence that proposals will meet identified local needs.
- The HCA anticipates that most new developments should be intended for Affordable Rent, or a mixture of Affordable Rent and shared ownership
- Providers will be expected to supplement grant funding by converting vacant social homes into other tenures such as Affordable Rent, shared ownership, disposals or a mixture to all of these, generating cross subsidy, and using s106 and public sector land opportunities.
- Affordable Rent properties will be offered to the same client groups as social housing, through the same allocation mechanisms.
- The deadline for providers to submit proposals to the HCA will be 3 May 2011. The HCA intends that initial contracts will be signed in July 2011
- Providers who wish to work both in London and in the rest of the country will need to enter into two separate framework contracts, one for London

and on for the rest of the country. This is due to the government's intention to devolve more responsibility for investment to the Mayor of London

- Proposals must meet the HCA's Design and Quality Standards and Housing Quality Indicator (HQI) information will still be collected in the normal way
- The HCA will operate framework contracts with providers on a flexible basis. This will include quarterly reviews of the contract and a full strategic annual review
- HCA funding will be on a 'payment by results' basis at completion
- The TSA will also assess proposals and give advice to the HCA on whether the provider is currently in compliance with the TSA's standards, including the Governance & Viability Standard, and whether they are likely to continue to meet the standards

### **Local authorities**

- Local authorities are also invited to respond to the framework and contribute to the delivery of the main Affordable Rent product. However offers for direct provision by local authorities are likely to be for starts after the final HRA settlement (and borrowing headroom) are confirmed later in 2011/12.
- Local authorities will be able to convert existing properties to an Affordable Rent where they have entered into a contract for delivery of new supply. CLG is working with DWP to agree that void properties converted to Affordable Rent and new units delivered as part of the Affordable Homes Programme will be exempt from the Limit Rent. It is anticipated that this will be possible from 1 April 2012.
- New and converted Affordable Rent properties will be exempt from the limit rent mechanism, as long as the revenues generated are invested in new supply
- Local authorities may also intend to deliver new supply without HCA funding - by using their own resources (including headroom within the HRA settlement) and additional income generated from charging Affordable Rents on new and converted properties and free land. They will be requested to indicate the anticipated numbers for new delivery and for conversion on the HCA's standard information template.
- The self financing reform will introduce controls on borrowing solely in relation to debt incurred within the HRA. Other local authority debt is not controlled through this mechanism. Local authorities cannot use borrowing within the HRA to on-lend to other bodies. For this reason, borrowing undertaken by ALMOs or Special Purpose Vehicles (SPVs) will be taken into account in the HCA's value for money assessment of proposals received from those organisations for schemes which start on site either before or after April 2012.
- Local authorities will be required to publish tenancy strategies for their area, which registered providers must have regard to. However, ultimately it will be for individual providers to decide what types and length of tenancy to offer



- Provided that a local authority's overall scheme is framed around the existing Reasonable Preference categories, local authorities can choose to reserve certain properties for allocation to other client groups. This means that a local authority could choose to prioritise groups such as households in work but on low incomes for Affordable Rent properties

### **Affordable Rent**

- Providers that enter into a contract with the HCA to develop new supply will be given the flexibility to convert a proportion of social rent properties to Affordable Rent at re-let
- Affordable Rent can be set at up to 80% of the gross market rent, including service charges. Providers can choose to charge lower rates. However the HCA will need to understand how the proposal helps to meet particular housing needs while still delivering value for money and generating the capacity required to deliver new supply
- Affordable Rent cannot be lower than the rent calculated on the current target rent regime
- Tenants in Affordable Rent properties will be eligible for Housing Benefit, rather than Local Housing Allowance
- Providers can use a fixed term or a secure/assured tenancy under Affordable Rent
- The maximum annual rent increase on an Affordable Rent property will be Retail Price Index (RPI) +0.5%. Additionally there will be a requirement to rebase the rent each time a new Affordable Rent tenancy is issued or renewed
- At the end of an Affordable Rent tenancy, providers and their tenants may choose to convert it to shared ownership
- Providers converting existing social homes to Affordable Rent will be encouraged to reinvest the funds raised in new supply within the same wider housing market area. However, funding will not be ring-fenced to particular areas.
- When ending an Affordable Rent tenancy, providers will be required to offer reasonable advice and assistance to the tenant to find alternative suitable accommodation.

### **Challenges for providers and strategic local authorities**

- Defining the length of tenancy to offer each household. A clear tenancy policy will be needed. Local authorities' tenancy strategies should help to inform these but the timing isn't right as they will not be required to publish them before April 2012 and they will not be binding. Strong partnership working will be crucial to ensure local authorities coordinate with housing providers.
- Ending Affordable Rent tenancies.
- Providers operating across many local authority areas will have to consider a number of different tenancy strategies across their stock

- A new focus on asset management. Providers will have to make informed decisions about the proportion of stock they decide to convert to affordable rent and financial implications.
- A new level of risk from linking affordable rent to market rents. Rental income could fall because local private rent levels fall. These risks will need to be addressed in business plans.

### **Affordable home ownership**

- The framework encourages providers to increase their offer of affordable home ownership, by including it in their proposals for new development and by offering to tenants leaving Affordable Rent,
- The HCA funding for affordable home ownership will be in the form of shared ownership and equity loans, branded as HomeBuy outside London and First Steps in London,
- The maximum equity loan that can be offered by providers will be 20% of the value of the property
- The HCA will no longer fund Rent to HomeBuy or Intermediate Rent as distinct products. However, providers could offer these to Affordable Rent tenants at the end of their tenancy.
- Existing social tenants and serving armed forces personnel will retain a priority for access to affordable home ownership. Beyond this local authorities, and their partners, will have the flexibility to set the priorities for access to affordable home ownership in their area
- The HCA will also welcome proposals for two types of variant on shared ownership for vulnerable groups – Home Ownership for people with Long-term Disabilities (HOLD) and Older People's Shared Ownership.

### **LGA comments**

Most of our comments are the same as [our response to \*Local decision: a fairer future for social housing\*](#)

The LGA welcomes the increased flexibilities for local authorities and social landlords around social housing generally. However, these changes are taking place against the background of very significant changes to housing benefit, very big reduction in funding for new social homes and central government grant to councils. This will make it therefore very challenging for councils and social landlords to be in a position to meet the legitimate housing aspirations of all local people.

We are pleased that the government has included the possibility for local authorities to introduce affordable rents should they wish to. Technically at least, council landlords are now able to bid for the affordable homes programme, something the LGA has been campaigning for. Whether in practice they will be able to put together a bid which has any hope of success depends whether they can overcome the current public borrowing rule which puts them at a disadvantage compared with a housing association as a private sector entity whose borrowing doesn't count to the public sector.

In their strategic role, councils would be concerned if HCA agreed proposals from housing associations which the local council doesn't think appropriate. Many of our membership have questions and concerns regarding the affordable rent scheme:

- In particular there is concern that the 80% market rent rate may be more than the new housing benefit (HB) limits in some places. Putting workless people into higher rents will worsen the existing benefits trap and will increase the cost of HB bill at a time when government is trying to reduce it.
- We are also concerned that the change will mean authorities need to revisit their affordable housing requirements and viability assumptions in their local planning documents.
- Larger homes will be far less viable under the new affordable rent model and there will likely be an increase in small-size properties being developed. This might be an issue in London where overcrowding is high.
- There are significant questions as to whether some Housing Associations will have the financial capacity or whether banks will fund developments of the new product as there is a much greater element of financial risk in the model.
- There are serious issues around the ability to deliver any future estate regeneration schemes as leasehold acquisition and minimal private sales cross subsidy potential will make estate regeneration very difficult to achieve without substantial grant funding.
- Including supported housing in the affordable rent model is going to be challenging in particular as supported housing, targeted specifically at the most vulnerable in society, and may not be affordable at 80% market rent. From a practical point of view it will be difficult to determine 80% market rent, given the absence of comparable schemes charged at a market rate as the basis for any calculation.

If you have any questions or want to discuss any of the issues above please contact [laura.shimili@cih.org](mailto:laura.shimili@cih.org)

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# **Delivery: moving from development control to development management**

Name of authority

date

[www.pas.gov.uk](http://www.pas.gov.uk)

# Before we start...



# Introductions



# Planning Advisory Service



- Improvement
- Self-sustaining
- Better planning
- High productivity
- Outcomes that your community want to achieve

**...of ... with ... and for the sector**

---



## Starting with the **planning system**

Plans set out a **long term vision** for places; **balancing** economic, social and environmental needs;

And importantly provide a **strategy** to lead to this.

They provide **legitimacy** through testing out evidence and effective engagement with the people living and working there.

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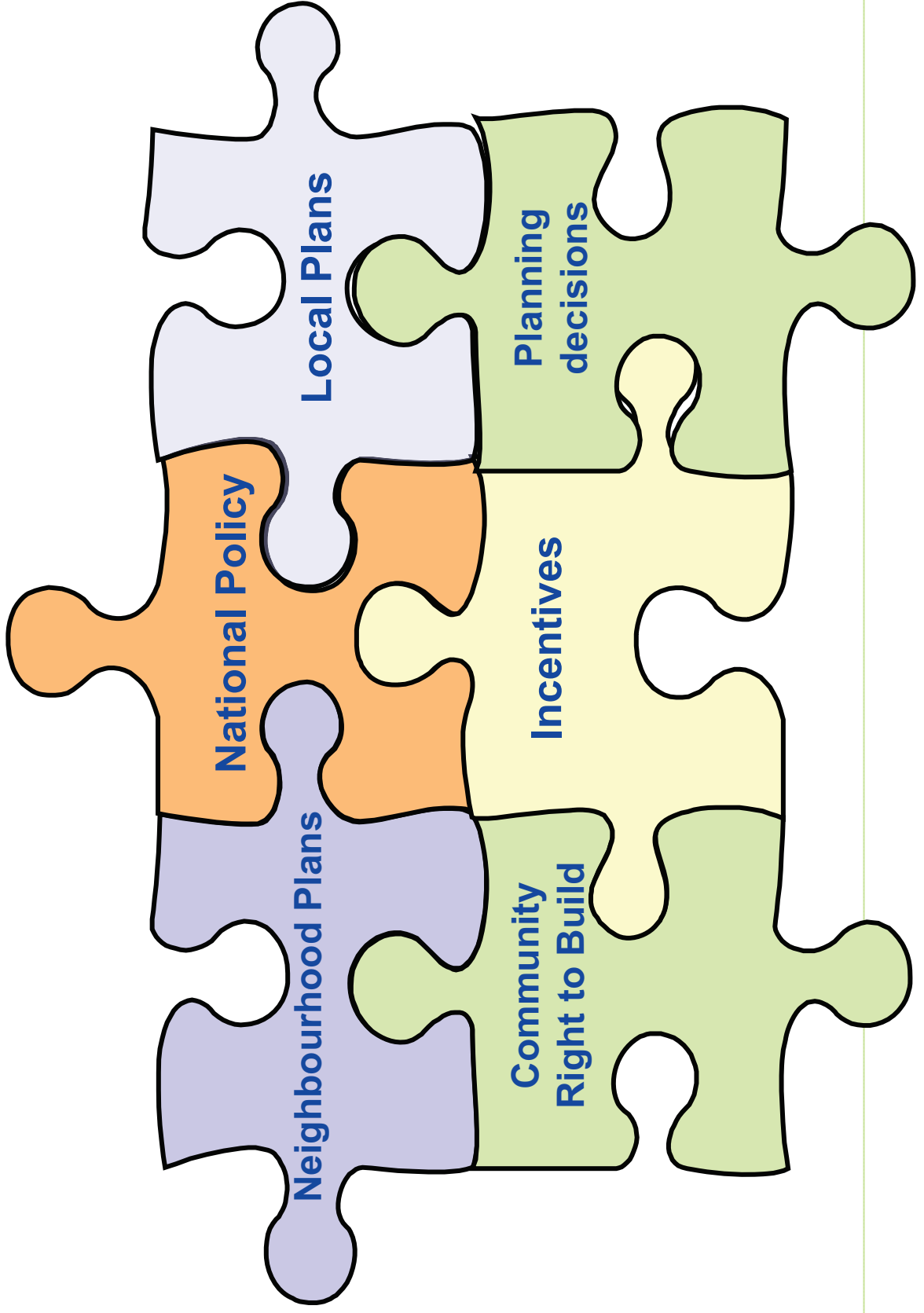
**But Planning is not just about plans -**

**Its about the actual changes that happen to the places in your area.**

**Its a decision making framework which aims to manage competing uses for space by having reference to the **development plan**, consulting others, and ensuring value for the community wherever possible.**

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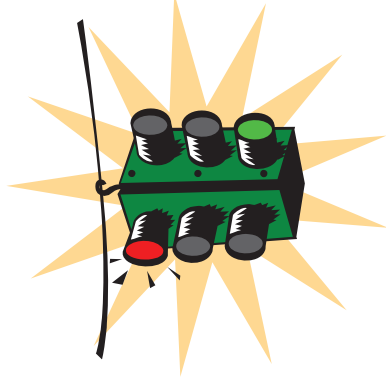
# The Planning Reform Agenda



# Purpose of this session

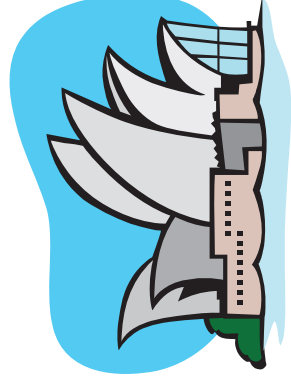
In your authority do you think planning is mainly about:

- **stopping the bad stuff from happening?**



*Or*

- **encouraging development that delivers the right stuff for your community ?**



## **Where we would like to take you...**

- To move from regulatory driven development control to outcomes focussed development management
- To help committee members be clear about their role and how to engage in a positive and proactive planning system

# Development management

Right development

Right place

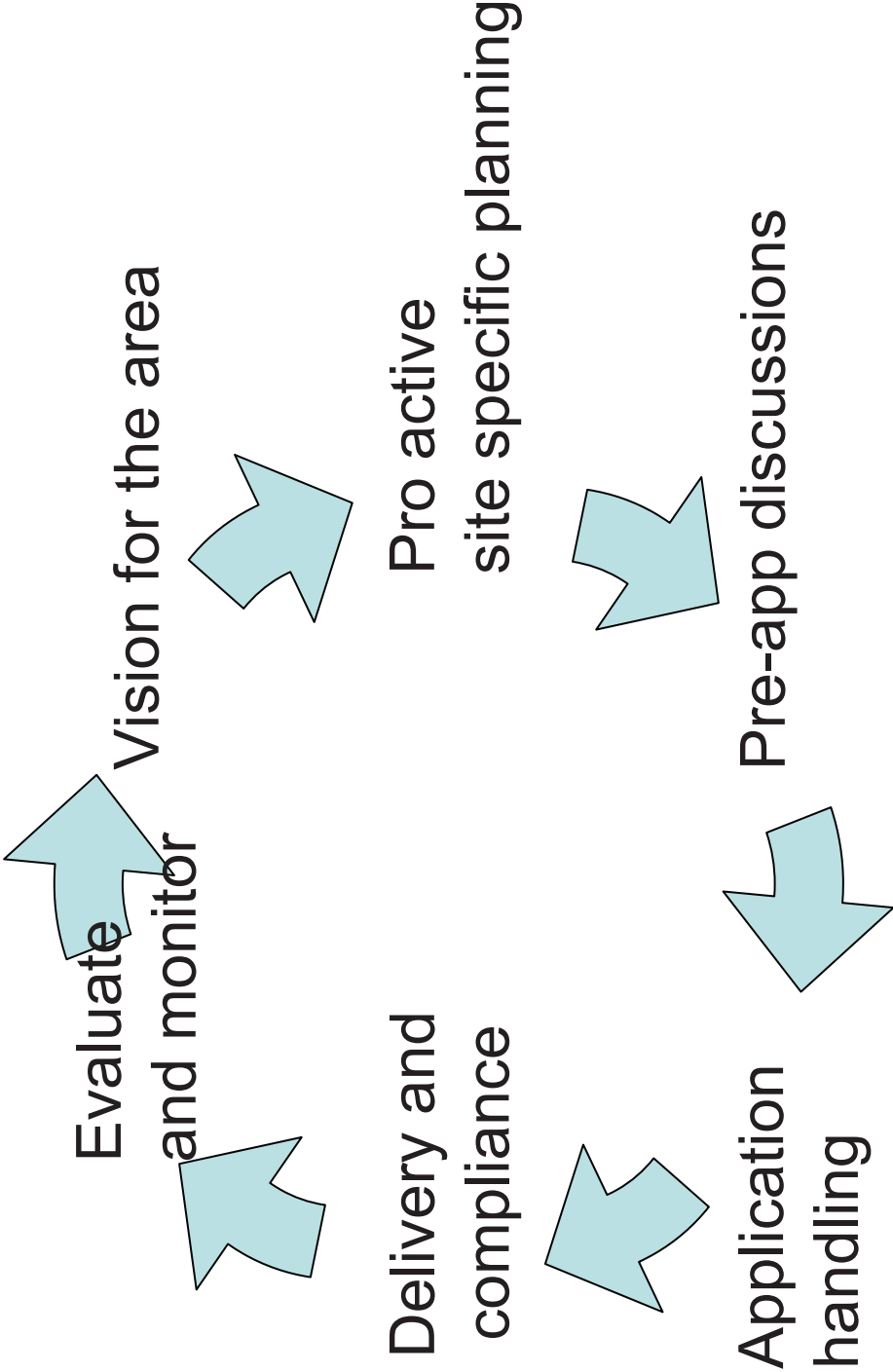
Right time



## What do you think your role is?

- As an elected member
  - As a member of the planning committee
  - As a ward member
  - As a member of the Cabinet
  - As a member of a political group
-

# Development management delivery chain



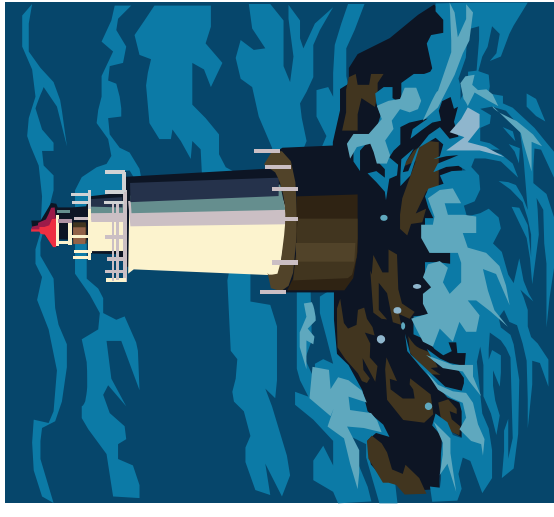


# Role of Members

- Role in this new world?
  - Know what the strategic vision is
  - What do communities want?
  - How to use value/gain from development
  - Reconciling active engagement with integrity and probity
-

# Leadership and Vision

- An active and involved role for members
- Not just a role of decision maker at committee
- Broker of local partnerships
- Sub regional working
- Economic Growth strategies
- Development leadership
- Neighbourhood planning



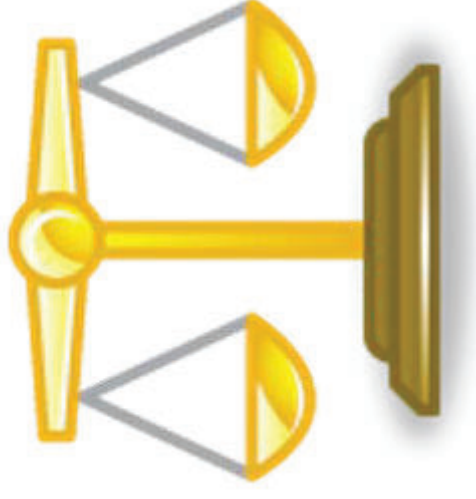
# The pre-application phase

- The local intelligence you bring into the authority
- The knowledge and contacts in your neighbourhoods
- Being aware of other resources
- Asking the questions
- Capturing the opportunities
- Balancing pro-active and fairness



# Planning Committee

- Determining planning applications
- Thinking about the outcomes
- The development plan
- Other material considerations
- Viability
- S106 and CIL
- Delivery and conditions



# Think about the view from the gallery

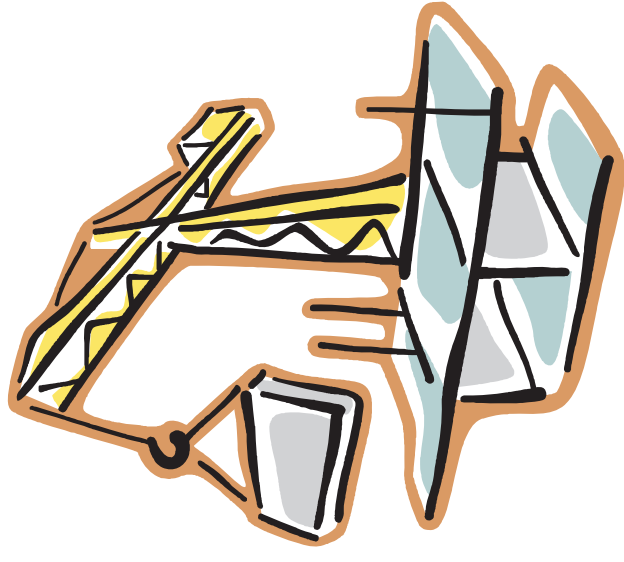
- Proportionate processes
- Take all comments into account
- Good discussion at committee
- Good advice provided at committee
- Engagement and public speaking



# Delivery

Determining the application is not the same as getting it built, therefore:

- Conditions
- Unblocking stalled development
- Compliance
- Review
- Delivering the s106 benefits



# Evaluation and Learning

- Regular means of learning from experience
- Check the outcomes
- Check the process
- Be part of the Monitoring review



# What are the things to think about?

- Active planning to deliver spatial objectives
- Making the best of opportunities
- Confidence for investment
- Good customer service
- Caring about getting good development delivered

**From control to management**

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# Summary and conclusions

- Key messages
  - Future events?
  - Evaluation
-



# Contact PAS

**email** [pas@local.gov.uk](mailto:pas@local.gov.uk)

**web** [www.pas.gov.uk](http://www.pas.gov.uk)

**phone** 020 7664 3000

# Local Government Group Alert 34/11

**To:**

Chief executives in England and Wales

**Please circulate to those responsible for:**

Housing, Planning, Finance, Neighbourhoods and Private sector renewals

23 February 2011

## Changing the way we do housing

Dear Colleague,

The coalition government is making significant reforms to elements of England's housing system – including housing policy and finance, planning and welfare support. Localities will have some new powers to make decisions about the amount of new housing to be built, the use of existing social housing and how best to employ local resources. When combined with massive reductions in public expenditure it is clear that social housing will play a different role in many communities. The role of local government in housing must change and housing practitioners will need to work in new ways.

The LG Group will run a series of **free** seminars on the changing housing agenda during March. Monday 14 March 2011, Birmingham, Friday 18 March 2011, Leeds, Monday 21 March 2011, London, Tuesday 22 March 2011, Bristol, Thursday 24 March 2011, Liverpool.

Delegates can expect:

- an update on how the latest policy changes will affect local authorities in their landlord and strategic roles
- to hear from experienced practitioners on how they are planning ahead to meet the new challenges
- to reflect, discuss and exchange ideas with peers on how these changes might play out in their localities

This event will be relevant both to councillors and officers who are new to this agenda and to those that have some experience.

For programme updates and to book your place please visit the events page of the Local Government Group website: [www.local.gov.uk/events](http://www.local.gov.uk/events) or call LGconnect on 020 7664 3131.

Yours sincerely

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