



South Cambridgeshire District Council

Council Meeting
Wednesday, 23 March 2022

Agenda and Reports

South Cambridgeshire Hall
Cambourne Business Park
Cambourne, Cambridge
CB23 6EA

Exclusion Of Press And Public

The law allows Councils to consider a limited range of issues in private session without members of the Press and public being present. Typically, such issues relate to personal details, financial and business affairs, legal privilege and so on. In every case, the public interest in excluding the Press and Public from the meeting room must outweigh the public interest in having the information disclosed to them. The following statement will be proposed, seconded and voted upon.

"I propose that the Press and public be excluded from the meeting during the consideration of the following item number(s) in accordance with Section 100(A) (4) of the Local Government Act 1972 on the grounds that, if present, there would be disclosure to them of exempt information as defined in paragraph(s) of Part 1 of Schedule 12A of the Act (as amended)."

If exempt (confidential) information has been provided as part of the agenda, the Press and public will not be able to view it. There will be an explanation on the website however as to why the information is exempt.

South Cambridgeshire District Council

TO: The Chair and Members of the
South Cambridgeshire District Council

Notice Is Hereby Given that the next meeting of the **Council** will be held in the **Council Chamber - South Cambs Hall** at **2.00 P.M.** on

Wednesday, 23 March 2022

and I therefore summon you to attend accordingly for the transaction of the business specified below.

Dated this 15 March 2022

Liz Watts
Chief Executive

The Council is committed to improving, for all members of the community, access to its agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you.

Agenda

Presentation

- 1. Apologies**
To receive Apologies for Absence from Members.
- 2. Declaration of Interest**
- 3. Register of Interests**
Members are requested to inform Democratic Services of any changes in their Register of Members' Financial and Other Interests form.
- 4. Minutes**
To authorise the Chair to sign the Minutes of the meeting held on 22 February 2022 as a correct record.
(Pages 1 - 28)
- 5. Announcements**
To receive any announcements from the Chair, Leader, the executive or the head of paid service.

6. Questions From the Public

To answer any questions asked by the public.

The deadline for receipt of public questions or statements is midnight on Thursday, 17 March 2022.

The Council's scheme for public speaking at remote meetings may be inspected here:

[Public Speaking Scheme](#)

7. Petitions

To note all petitions received since the last Council meeting.

8. To Consider the Following Recommendation:

8 (a) Member Parental Leave Policy (Cabinet/22 March 2022)

Cabinet, subject to recommendation at its meeting on 22 March 2022, and any updates provided by Cabinet,

RECOMMENDS THAT COUNCIL

Adopt the Member Parental Leave Policy as set out in the appendix to the report.

(Pages 29 - 48)

9. Waterbeach Neighbourhood Plan

To:

- a. Note that the referendum for the Waterbeach Neighbourhood Plan took place on 3 March 2022,
- b. As it was a successful referendum, to 'make' (adopt) the Waterbeach Neighbourhood Plan (The made version of the plan is Appendix 1 of this report)

(Pages 49 - 220)

10. Cambridgeshire and Peterborough Combined Authority

Attached are the reports summarising the work of the Cambridgeshire and Peterborough Combined Authority in January 2022.

(Pages 221 - 242)

11. Greater Cambridge Partnership

To consider any reports of the work of the Greater Cambridge Partnership.

12. Membership of Committees and Outside Bodies

To note and endorse any changes in the membership of Committees which have been made in accordance with the wishes of the Leader of the political group to which the seat concerned has been allocated.

To agree any changes required in the membership of outside bodies.

13. Questions From Councillors

A period of 30 minutes will be allocated for this item to include those questions where notice has been provided (as set out on the agenda below) and questions which may be asked without notice.

Members wishing to ask a question without notice should indicate this intention to the Interim Democratic Services Team Manager prior to the commencement of the item. Members' names will be drawn at random by the Chairman until there are no further questions or until the expiration of the time period.

13 (a) From Councillor Sally Ann Hart

How many Ukrainian families seeking refuge have been settled in South Cambridgeshire since the outbreak of war in Ukraine?

13 (b) From Councillor Geoff Harvey

Since the introduction of the call back service, what is the level of usage of the service and what is the customer reaction?

13 (c) From Councillor Claire Daunton

What is the return to the office plan for SCDC staff?

13 (d) Councillor Corinne Garvie

When will the ground source heat pumps be operational at South Cambs Hall?

13 (e) From Councillor Eileen Wilson

With the season for community events approaching, how are we planning to support community groups to reduce waste and increase recycling?

13 (f) Councillor Nick Wright

To the Leader:

It is nearly 4 years since you became leader. Do you have any regrets?

13 (g) Councillor Bunty Waters

To Councillor Dr Tumi Hawkins:

South Cambs very proudly has purchased many properties through Ermine Street Housing, which give a healthy profit/return to the Council.

Will there be any available, and if so how many, should the Council offer homes to Ukraine refugees, whilst this war on their country rages?

13 (h) From Councillor Mark Howell

What is the Council's target for self-build houses this year?

13 (i) From Councillor Steve Hunt

Does the Council have any energy supply contracts with Gazprom or any other Russian energy company?

13 (j) From Councillor Shrobona Bhattacharya

To the Leader:

Do the residents of Cambourne deserve to know the reasons why no High Street development took place during the last four years of Lib Dem tenures (2018 to 2022) when the plan for the same was in an advance stage?

13 (k) From Councillor Graham Cone

How many electric charging points has SCDC had fitted throughout south Cambs via grants from government or out of their own budget over the last 4 years?

13 (l) Councillor Heather Williams

How many staff vacancies are there currently including where interims or agency workers are temporarily filling in posts?

14. Notices of Motion

A period of 30 minutes will be allowed for each Motion to be moved, seconded and debated, including dealing with any amendments. At the expiry of the 30 minute period, debate shall cease immediately, the mover of the original Motion, or if the original Motion has been amended, the mover of that amendment now forming part of the substantive motion, will have the right of reply before it is put to the vote.

14 (a) Standing in the name of Councillor Heather Williams

This council notes and supports the [statement](#) endorsed by the Local Government Association:

European local and regional governments strongly support their peers in Ukraine

We, local and regional leaders across Europe, strongly condemn the multiple attacks and violations of the territorial integrity and sovereignty of Ukraine. We express our full support and solidarity to the Ukrainian people and our peers in local and regional government. We will not accept that our European values and integrity be attacked again by the Russian Federation after the violation of Georgian territories by Russia in 2008. We are firmly opposed to the dismemberment of a free and democratic state in Europe.

The escalation of violence, repeated bombings and attacks on Ukrainian cities and territories are a serious threat to the preservation of peace and democracy across Europe. We call on the Federation of Russia to cease its

attack, to leave the national territory of Ukraine, to respect all international treaties and fundamental principles of international law and to recognise the full sovereignty of Ukraine over all its territories, including Donbas and Crimea.

Firmly convinced of local democracy and city diplomacy, based on the values of peace that unite our municipalities across Europe since 1951, we stand by the Ukrainian municipalities, cities, hromadas, districts, raions and their representative associations. They are in the front line to protect the population and provide basic services to offer them good quality living conditions and daily survival. The destruction of infrastructure by the belligerents jeopardises the efficient and safe maintenance of basic public services provided by Ukrainian local and regional governments to their citizens.

As European local and regional governments, representing 60 national associations across 40 European countries, including Ukraine, we will continue to work to support them in their efforts. Not only are we ready to support our peers in the country with the materials and expertise they may need in the days and weeks to come. Municipalities and regions will probably have to face soon the human consequences of such a tragedy for Europe, probably resulting in a flow of humanitarian refugees. Coordination with our national governments will be essential.

As the European section of United Cities and Local Governments, let us hope that city diplomacy will soon unite us all again!

This council will:

- Endorse the statement.
- Support efforts by government to support those seeking refuge as a result of this conflict.
- Fly the Ukraine flag in solidarity with our local government colleagues and the people of Ukraine.

14 (b) Standing in the name of Councillor Sue Ellington

This administration claims to be Green to the core. If this is the case why are National Highways being allowed to get away with allowing 80% of the trees, shrubs and hedgerow which they have planted along the A14 to die.

Thousands of established trees, bushes and hedgerows were removed along the route which we were assured would be replaced twofold ([Environment - Highways England \(nationalhighways.co.uk\)](https://www.environmentalhighways.org.uk/)).

This council condemns the inadequate provision of replacement trees, shrubs and hedgerows along the A14 and will write to National Highways demanding replacement plants are provided, planted, watered and cared for until they are established.

14 (c) Standing in the name of Councillor Alex Malyon

Council notes that in May this year we will celebrate the 5th anniversary of the first residents moving into Northstowe. This new community will ultimately grow to be the largest new town in the UK in decades. Northstowe is an exemplar of high standards in community building and sustainability, and this council should be proud of the role it has played in bringing this complex development forward. Council recognizes the immense, hands-on effort and oversight that has been required to guide Northstowe to this point and drive community development which has seen Northstowe already grow into a strong and active community. This council is now taking a direct role in bringing forward vital community buildings, the Phase 1 enterprise zone, and Civic Hub, which will house the town’s health centre. We are grateful to the many officers for their continuing hard work and dedication to delivering these projects and most especially our community development officers who have continued to represent the Council positively within the community throughout lockdown and COVID restrictions.

Council further notes that Northstowe is at a crucial stage, with permission recently granted for phases 3A and B, work underway on Phase 2 and more residents continuing to join the community in phase 1. While we celebrate reaching this point, there is still a long way to go on the journey for this new community in the heart of South Cambridgeshire.

Council therefore reaffirms its commitment to the success of Northstowe and its growing community, and further commits to continue to explore, in consultation with residents and the Town Council, ways in which facilities so vital to this community can be delivered most effectively. Recognizing the essential nature of these facilities, this Council commits to investigate contingencies for provision of GP services, community space, and a convenience store.

15. Chair's Engagements

To note the Chair’s engagements since the last Council meeting:

Date	Venue / Event
18 March	Fenland District Council Chairman’s Reception

16. Exclusion of Press and Public

The press and public are likely to be excluded from the meeting during consideration of the following item in accordance with the provisions of Section 100(A)4 of the Local Government Act 1972, exempt information as defined in paragraph 3 of Part 1, Schedule 12A of the Act, as amended.

17. Northstowe Acquisition of Interim Community Facilities (Cabinet/22 March 2022)

(Pages 243 - 252)

Guidance For Visitors to South Cambridgeshire Hall

NOTES TO HELP THOSE ATTENDING MEETINGS IN PERSON AT SOUTH CAMBRIDGESHIRE HALL

Please note parking is very restricted during March 2022, so you may wish to attend the meeting remotely via the MS Teams link, rather than in person. Please also refer to the Covid-security measures relating to meetings in the Council Chamber which continue to apply following the Government's return to Plan A in January 2022.

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

Security

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge if one is issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

Public seating in meeting rooms is limited. For further details contact Democratic Services on 01954 713000 or e-mail democratic.services@scambs.gov.uk

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this is via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the Fire and Rescue Service.
- **Do not** re-enter the building until the officer in charge or the Fire and Rescue Service confirms that it is safe to do so.

First Aid

If you feel unwell or need first aid, please alert a member of staff.

Access for People with Disabilities

We are committed to improving, for all members of the community, access to our agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you. The Council Chamber is accessible to wheelchair users. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

Toilets

Public toilets are available on each floor of the building next to the lifts. These include facilities for disabled people.

Recording of Business and Use of Mobile Phones

We are open and transparent about how we make decisions. Public meetings are webcast and are also recorded, but we allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the

meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

Banners, Placards and similar items

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. If you do so, the Chair will suspend the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chair will warn the person concerned. If they continue to interrupt, the Chair will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chair may call for that part to be cleared. The meeting will be suspended until order has been restored.

Smoking

No one can smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

Food and Drink

Whilst snack vending machines are available in the ground floor public area, please note that no food is permitted in the Chamber. We advise that all attendees at meetings should bring their own water bottles which they can re-fill at the sink in the Kitchenette opposite the Chamber.

Agenda Item 4

South Cambridgeshire District Council

Minutes of a meeting of the Council held on
Tuesday, 22 February 2022 at 2.00 p.m.

PRESENT: Councillor Anna Bradnam – Chair
Councillor Peter Fane – Vice-Chair

Councillors: Henry Batchelor, John Batchelor, Paul Bearpark, Ruth Betson,
Dr. Shrobona Bhattacharya, Tom Bygott, Dr. Martin Cahn,
Gavin Clayton, Graham Cone, Dr. Claire Daunton, Sue Ellington,
Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Geoff Harvey,
Dr. Tumi Hawkins, Mark Howell, Peter McDonald, Brian Milnes,
Dawn Percival, Judith Rippeth, Bridget Smith, Dr. Aidan Van de Weyer,
Bunty Waters, Heather Williams, John Williams, Dr. Richard Williams
and Eileen Wilson

Councillors Cllr Nigel Cathcart, Cllr Neil Gough, Cllr Deborah Roberts and Cllr Nick Wright
were in attendance remotely.

Officers:	Anne Ainsworth	Chief Operating Officer
	Peter Campbell	Head of Housing
	Rebecca Dobson	Democratic Services Manager
	Peter Maddock	Head of Finance
	Rory McKenna	Monitoring Officer
	Jeff Membery	Head of Transformation
	Liz Watts	Chief Executive

1. Apologies

Apologies for Absence were received from Councillors Grenville Chamberlain,
Sarah Cheung-Johnson, Clare Delderfield, Pippa Heylings, Steve Hunt, Tony
Mason, Nick Sample and Ian Sollom.

2. Declaration of Interest

Councillor Heather Williams declared a non-pecuniary interest as a member of
the Greater Cambridge Partnership Joint Assembly.

Councillor Brian Milnes declared a non-pecuniary interest as a member of the
Greater Cambridge Partnership Joint Assembly.

Councillor Eileen Wilson declared a non-pecuniary interest as a member of the
Greater Cambridge Partnership Joint Assembly.

Councillor Neil Gough declared a non-pecuniary interest as a member of the
Greater Cambridge Partnership Executive Board.

Councillor Judith Rippeth declared a non-pecuniary interest as a member of the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee.

Councillor Henry Batchelor declared a non-pecuniary interest as an unpaid member of the Investment Partnerships Board.

Councillor Peter Fane declared a non-pecuniary interest as an unremunerated Director of Shire Homes and Ermine Street Housing.

Councillor Nigel Cathcart declared an interest in agenda item 8g, as he rented a garage from the Council.

Councillor Mark Howell declared a non-pecuniary interest as a member of the charity Mind.

3. Register of Interests

Members were reminded to inform Democratic Services of any changes in their Register of Members' Financial and Other Interests form.

4. Minutes

The minutes of the meeting held on 23 September 2021 were agreed as a correct record, subject to the following amendments:

- In the presentation, Circle 33 was corrected to Centre 33.
- In the second paragraph of minute 8d the second sentence was amended to read "She explained that she had examined the original draft Code of Conduct with former Councillor Douglas de Lacey, as Vice Chair and Chair of the Civic Affairs Committee."
- In the second line of the third paragraph of minute 8d the repeated word "that" was removed.
- The last sentence of the fifth paragraph of minute 9 was amended to reflect that some councillors had voted against the Local Plan.
- The final paragraph of minute 13 was amended to reflect that development was not taking place in Fakenham, Norfolk.
- In the eighth paragraph in minute 16a obstruction was amended to abstraction.
- In the fifth paragraph in minute 16b lever was amended to level.

Councillor Gavin Clayton stated that he had mentioned the Cultural Strategy at the last meeting, but he was unsure when in the meeting this had been said. Councillor Heather Williams explained that the estimate of 90% for occupation of commercial properties was inaccurate as it omitted the fact that a current property was vacant.

Councillor Bridget Smith explained that she wished to provide more information with regards to minute 13 Oxford-Cambridge Arc. The developers had contacted her in July 2021 and after receiving officer advice she had declined the offer of a meeting. The Leader had met the developers with the Joint Planning Director on

25 September to explain the proper process and the call for sites. Another meeting had been held with the developers on 7 December to ascertain what their proposals were.

The minutes of the meeting held on 21 October 2021 were agreed as a correct record.

Councillor Sue Ellington stated that her question raised in the fifth paragraph of the third minute on the number interim accountants employed had not yet been answered.

5. Announcements

The Chair reminded Councillors that her charity this year was Centre 33 and that they could contact her Executive Assistant, Glenda Hansen, for more details.

6. Questions From the Public

James Littlewood asked the following question on behalf of the organisation Better Ways than Busways:

“In July the GCP Executive Board gave approval for the Cambridge South East Busway Scheme to be submitted to the Department for Transport. Since then, there have been some significant changes in relation to this scheme:

“Firstly. The Preferred Option for the next Local Plan is to include an extension of the Cambridge Biomedical Campus next to the A1307. Therefore, there would be significant economic and transport benefits arising from routing new public transport infrastructure to serve both the existing and the new area of the Biomedical Campus. The new area of the Campus will not be served by the GCPs proposed busway. However, one of the options that was consulted on in 2018 would serve the campus extension. This will have a significant bearing on the Benefit Cost Ratio of the option that was discounted by the GCP in 2018.

“Second. We have reviewed the decision made by the GCP in 2018 to discount a route in the A1307 corridor in favour of a route through open countryside. It is clear that one of the major deciding factors was that the A1307 corridor options could not form part of the Cambridgeshire Autonomous Metro (CAM). The CAM has now been dropped and so there is no longer a policy requirement for fully segregated routes. Given that CAM was a major factor in reaching a decision on preferred routes, there is a requirement to review that decision. We also note that the Local Transport Plan is no longer being “refreshed” and will be a more significant review, which won’t be completed until this autumn.

“Thirdly. A Planning Inspector has recently granted permission for a new development on the edge of Stapleford, this includes the creation of a new park. The Busway would run through or adjacent to this park. The impact of the Busway now has to be assessed in terms of impact on that park

rather than the impact on private agricultural land. In other words, the negative impact of the Busway has increased.

“Fourthly. Plans for Cambridge South Station have progressed and the permission will be granted for that scheme well ahead of the busway. This means that Network Rail’s scheme is likely to proceed first and therefore the busway works will have to fit around or be delayed by Network Rail, given that they plan to use some of the same work compounds and will both be working in the same area of the Biomedical Campus. This creates a risk of further delay, compared to alternative options.

“Finally. There is a growing awareness of the carbon emissions created by large infrastructure projects such as the busway. Alternative options require less infrastructure and therefore will have a better carbon budget. As a Council you have pledged to reduce emissions as fast as possible.

“We have carried out some preliminary work to consider an alternative busway within the A1307 corridor. This would involve adding sections of bus lane to the road to avoid localised congestion, as well as creating a new section of busway between the Babraham Road Park & Ride and the Biomedical Campus, which would serve the proposed expansion of the Campus. This route would then join the route currently proposed by the GCP.

“This alternative would provide similar journey times and reliability as the proposed off-road busway but can be delivered at significantly less cost, more quickly and with less damage to the countryside. Due to the expansion plans of the Biomedical Campus it would also deliver higher economic and transport benefits.

“Will the Council use its position on the GCP to ask the GCP at its March meeting to formally revisit the decisions that it made in 2018 and 2021 and also ask for a full assessment of an optimal scheme in the A1307 corridor as a viable alternative?”

“I am CEO of Cambridge Past, Present & Future but I am making this request on behalf of Better Ways than Busways which is an umbrella group of parish councils, NGOs and others who believe there is a better viable alternative to the scheme being proposed.”

Councillor Neil Gough explained that major infrastructure projects such as CSET affected a wide geographical area, took time to be implemented, including extensive consultation. This process could not be restarted when inevitable changes took place as this would simply delay improvements in the corridor. The full public enquiry by the independent inspector would hear from the Greater Cambridge Partnership and objectors. All views would be considered as part of the open and transparent decision making process.

James Littlewood asked if the DFT guidance had been followed and whether this could be put in the public domain. Councillor Gough replied that the correct process would be followed and information would be made available on an ongoing basis.

Ben Shelton asked the following question:

“Many residents in Stapleford and Shelford found out through the media that the water supply to households may have been dangerous which naturally caused panic and concern. When did the administration first become aware of this serious issue?”

Councillor Brian Milnes stated that the Council has first come aware of this issue on Wednesday 2 February when it had been contacted by a freelance journalist. The authority had then sought verification from Anglian Water, Health Agencies and the Environment Agency. On Thursday 3 February it was announced that the bore hole had been out of service since June last year and that there was no continuing risk to customers.

Ben Shelton asked if residents had been safe prior to June 2021 and whether any communications with Cambridge Water would be shared with the residents of Shelford and Stapleford. Councillor Brian Milnes replied that there had been extensive communication with Cambridge Water in early February. District Councillors and representatives of Cambridge Water had attended a meeting of Great Shelford Parish Council on 9 February. Multi-agency meetings had been held with representatives from various health organisations. The responses from Cambridge Water had been passed on to residents, assuring them that the water was safe for consumption.

7. Petitions

No Petitions were received.

8. To Consider the Following Recommendations:

8 (a) Pay Policy Statement 2022 (Employment and Staffing Committee/14 January 2022)

Councillor John Williams explained that the Localism Act 2011 required that the Council had a pay policy statement to increase accountability, transparency and fairness in the setting on local pay and overall reward strategy. He stated that the pay gap ratio between the highest and lowest paid remained less than 1:8 and the Council had a minimum wage of £10 for its employees. The gender pay gap continued to favour female employees, with the mean hourly rate favours female employees by 9.54%. The Council paid a pension contribution rate of 17%, which when added to the National Insurance increase in April, was a disincentive to employ new staff.

Councillor Heather Williams expressed her support for the recommendation in the report. She suggested that the figures could be analysed by removing the top and bottom pay figures.

In response to a query from Councillor Sue Ellington the Chief Executive explained that the Returning Officer fee was not paid every year, but only when there was a District Council or General Election. There had been no elections held since she had joined the Council and she was unsure how much the rate was, but it was agreed across the whole of Cambridgeshire and Peterborough and so was not something that this authority could control.

Councillor Henry Batchelor stated that as Chair of the Employment and Staffing Committee he invited input from councillors on different ways in which the Committee could examine this issue in the future.

Councillor John Williams proposed and Councillor Henry Batchelor seconded the recommendation in the report. By affirmation, Council

Agreed To approve the updated Pay Policy Statement 2022, as required by the Localism Act.

8 (b) Council's Business Plan 2020-2025 (Cabinet/7 February 2022)

Councillor Bridget Smith presented this report on the Council's Business Plan which ensured officer and financial resources were allocated appropriately to achieve the actions and objectives detailed within it.

Councillor Neil Gough stated that the five year Business Plan focused on helping businesses to grow, delivering affordable homes, being green to core and prioritising the needs of customers. Due to the impact of Covid-19 considerable practical support had been provided to businesses over the last two years. He thanked officers for their work on this, which had been provided in addition to their usual duties. The next phase would include further support to communities, and renovation work on Council houses, promoting businesses at Northstowe, awarding more zero carbon grants and working to deliver the doubling nature strategy. These measures could not be achieved without a sound financial strategy.

It was noted that on page 57 of the agenda the name of the document was missing in the bullet points at the bottom of the page.

Councillor Heather Williams supported the Council's zero carbon targets and its environment initiatives. However, she expressed concern regarding the financial implications of the Investment Strategy, which the Business Plan was reliant on. She suggested that the Council had residents and not customers or clients, as residents relied on this authority for its services and could consider an alternative supplier.

Councillor Gavin Clayton welcomed the Encompass training and the training regarding Travellers awareness but expressed concern that this was not included

in the Business Plan. He expressed his disappointment at the lack of progress regarding Cambourne High Street. He supported efforts to ensure that residents claimed the benefits that they were entitled to. He wanted to know whether plastic waste was being recycled in the UK.

Councillor Bridget Smith proposed and Councillor Brian Milnes seconded the recommendations in the report. A vote was taken and were cast as follows:

In favour (19):

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Anna Bradnam, Dr Martin Cahn, Dr Claire Daunton, Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Geoff Harvey, Dr Tumi Hawkins, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, John Williams and Eileen Wilson.

Against (9):

Councillors Ruth Betson, Dr Shrobona Bhattacharya, Tom Bygott, Graham Cone, Sue Ellington, Mark Howell, Bunty Waters, Heather Williams and Dr Richard Williams.

Abstain (1):

Councillor Gavin Clayton.

Council **Agreed** to

- A)** Approve the 2020-25 Business Plan at Appendix A (with the Action Plan primarily focused on delivery 2022-23); and
- B)** Authorise the Chief Executive to make any minor wording changes required to final drafts, in consultation with the Deputy Leader.

8 (c) Localised Council Tax Support 2022/2023 (Cabinet/7 February 2022)

Councillor John Williams presented this report on the proposed Localised Council Tax Support scheme for 2022/23. He explained that the introduction of Universal Credit had changed the way in which the Council applied Localised Council Tax Support by using income bands, as it gave claimants some stability should their circumstances change. It was hoped that further automation of the process we result in further savings. The plan was to review the scheme early in the new financial year to take into account the financial implications of Covid-19.

Councillor John Williams recommended that Council agree the 3.1% increase to ensure that residents in receipt of benefit and limited means will not be worse off due to inflation.

Councillor Heather Williams expressed her support for this initiative.

Councillor John Williams proposed and Councillor John Batchelor seconded the recommendation in the report. A vote was taken and by affirmation

Council

Agreed to approve the adoption of Option 1 set out in the report, comprising the LCTS Income Bands scheme currently in operation, with an uprating of calculation figures in line with the Consumer Price Index.

8 (d) Capital Programme 2022/2023 to 2026/2027 (Cabinet/7 February 2022)

Councillor John Williams presented this report on the Council's Capital Programme for financial years 2022/23 to 2026/27 following detailed review of the rolling programme by Cabinet at its meeting on 7 February 2022. He explained that the report took into account of the changes made to the Public Works Loan Board rule which prevents Councils from investing purely for financial gain. The Council was required to adhere to a number of prudential indicators to ensure that the programme was affordable and the total external borrowing required for the five year programme including the Council's current borrowing remains within the limits described in our Capital Strategy.

Councillor John Williams explained that the Council intended to spend nearly £50 million on capital projects, which included over £6 million in total on solar electricity for Waterbeach Depot, electric refuse collection vehicles, LED street lights and additional EV charging points. Over £8m had been allocated to the Civic Hub, Sports Pavilion and Community Centre in Northstowe, with a further £10m planned for 2023/24. Nearly £1m had been allocated for Home Improvement grants every year for the next five years.

Councillor Heather Williams stated that she could not support the recommendation in the report due to the proposed level of borrowing by the Council, which was required to fulfil the investment strategy which she considered to be unsustainable long term and unwise in the current financial climate.

In response to a question from Councillor Ruth Betson, the Chief Executive proposing to offer laptops to all councillors following the elections in May. The laptops would be purchased this financial year. Current members will be consulted on this matter shortly. Councillor John Williams explained that issuing all councillors with laptops will allow them to participate in Council Anywhere. Councillor Bridget Smith stated that laptops will allow councillors to operate paperless meetings.

Councillor Tom Bygott asked what would happen if councillors elected in May refused to use the new laptops. The Chief Executive explained that these laptops could easily be reallocated to officers if necessary.

Councillor Gavin Clayton expressed concern that councillors attending remotely were not able to full participate in meetings by proposing or seconding motions or voting. The Chief Executive explained that this was due to Government legislation that the Council had to comply with.

Councillor Bill Handley supported the funding in the budget for Civic Hub, Sports Pavilion and Community Centre in Northstowe.

Councillor Deborah Roberts shared the anxiety of Councillor Heather Williams regarding the Council's levels of borrowing. She suggested that the Council should have consulted with councillors before deciding to pay £50,000 on new laptops, as there were more appropriate initiatives that the Council could spend its money on.

Councillor John Williams proposed and Councillor Peter McDonald seconded the recommendation in the report. A vote was taken and were cast as follows:

In favour (20):

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Anna Bradnam, Dr Martin Cahn, Councillor Gavin Clayton, Dr Claire Daunton, Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Geoff Harvey, Dr Tumi Hawkins, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, John Williams and Eileen Wilson.

Against (9):

Councillors Ruth Betson, Dr Shrobona Bhattacharya, Tom Bygott, Graham Cone, Sue Ellington, Mark Howell, Bunty Waters, Heather Williams and Dr Richard Williams.

Abstain (0):

Council

Agreed to approve the revised General Fund Capital Programme outlined at Appendix A to the report.

8 (e) Treasury Management Strategy (Cabinet/7 February 2022)

Councillor John Williams presented this report on the annual review of the Treasury Management Strategy that complies with the Chartered Institute of Public Finance and Accountancy revised Prudential Code for Capital Finance in Local Authorities. He explained that amendments to the Strategy were marked in red in the report. It was noted that the minimum yield expectation remained at 2%, which would be reviewed due to possible increases in inflation.

Councillor Tom Bygott noted that the report expected inflation to peak at 6% in April 2022 and then decline. He asked how quickly the administration were expecting rates to subside and what would be the impact on the Strategy if it did not. Councillor John Williams explained that the Government was responsible for the country's inflation rate. He repeated that the yield expectation was currently at 2% but that this would be reviewed daily in light of increases in inflation.

Councillor Heather Williams expressed concern regarding the increase in the rate of borrowing to fund the investment strategy which she suggested was unsustainable. Councillor Deborah Roberts shared Councillor Heather Williams concerned and asked if the increase proved to be unsustainable what was the Council's plan B to resolve this. Councillor John Williams replied that the majority

of borrowing was the £205m from public loans board in order to fund the Council housing.

Councillor John Williams proposed and Councillor Brian Milnes seconded the recommendation in the report. A vote was taken and were cast as follows:

In favour (19):

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Anna Bradnam, Dr Martin Cahn, Dr Claire Daunton, Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Geoff Harvey, Dr Tumi Hawkins, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, John Williams and Eileen Wilson.

Against (9):

Councillors Ruth Betson, Dr Shrobona Bhattacharya, Tom Bygott, Graham Cone, Sue Ellington, Mark Howell, Bunty Waters, Heather Williams and Dr Richard Williams.

Abstain (1):

Councillor Gavin Clayton.

Council

Agreed to approve the updated Treasury Management Strategy attached at Appendix A to the report which sets out the policy framework for the Council's treasury management activity, including (i) the Treasury Management Policy Statement, (ii) Minimum Revenue Provision Policy and (iii) Treasury Indicators.

8 (f) Capital Strategy (Cabinet/7 February 2022)

Councillor John Williams presented this report to establish and approve an updated Capital Strategy that complied with CIPFA's guidance. He explained that the Strategy was reviewed annually and had been amended to reflect the changes to the Public Works Loan Board and the introduction of an Infrastructure Funding Statement which local authorities must now produce in respect of Section 106 and Community Infrastructure Levy contributions.

Councillor John Williams explained that the Government set the country's financial strategy, including the rate of inflation. The Council would have to respond to any increase.

Councillor Heather Williams expressed concern at the level of Council borrowing, which did not appear to be sustainable in the long term.

A vote was taken and were cast as follows:

In favour (19):

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Anna Bradnam, Dr Martin Cahn, Dr Claire Daunton, Corinne Garvie, Jose Hales, Bill Handley, Sally

Ann Hart, Geoff Harvey, Dr Tumi Hawkins, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, John Williams and Eileen Wilson.

Against (9):

Councillors Ruth Betson, Dr Shrobona Bhattacharya, Tom Bygott, Graham Cone, Sue Ellington, Mark Howell, Bunty Waters, Heather Williams and Dr Richard Williams.

Abstain (1):

Councillor Gavin Clayton.

Council

Agreed to approve the updated Capital Strategy attached at Appendix A to the report which sets the policy framework for the development, management and monitoring of capital investment, including Prudential Indicators.

8 (g) Housing Revenue Account: Revenue & Capital Budget 2022/2023 (Cabinet/7 February 2022)

Councillor John Williams introduced this report, which considered the Housing Revenue Account (HRA) and the Revenue and Capital Budget for 2022/23. He explained that the HRA was a ring-fenced account and by law could not be subsidised by the General Fund. Following a four year 1% cut in social rents by the Government to 2020, rents had been permitted to rise by the Consumer Prices Index plus one percent. This increase of 4.1% would generate over £31.5m out of a total income for the HRA of over £34.5m. With regards to the Capital Budget, £17m would be invested in building new Council homes and over £7m in improving existing stock, as part of the Council's Business Plan.

Councillor Nigel Cathcart understood the reason for increasing the rent but expressed concern that rent could increase to 80% of market rent in the future, which those on lower income would struggle to afford.

Councillor Deborah Roberts expressed concern at the proposed 4.1% increase at time when those on a low income were suffering from other inflationary pressures including the cost of fuel.

Councillor Tom Bygott stated that increases in oil and gas prices were likely to result in a steep rise in inflation and this made the additional burden of a rent increase hard to justify. Councillor John Williams explained that the tenants on low incomes could access housing benefits and housing advice from officers. He stated that freezing rents would benefit those who could afford to pay it and so made little sense.

Councillor Mark Howell explained that he had been responsible for recommending rent rises as Housing Portfolio Holder and he appreciated how difficult the decision was. He concluded that fuel prices had greatly increased and so he could not support the proposed rent increase.

Councillor John Batchelor explained that 90 new Council homes had been bought this year and 120 more were in the pipeline but funds were needed to invest in new houses.

Councillor Heather Williams suggested that some of the surplus for the year of 2021/22 could be used instead of increasing rents by the amount recommended. The Head of Housing confirmed that the Council was able to set the level of rent increase. Councillor Heather Williams explained that she supported the capital recommendations in the report and asked if two votes could be taken, one for recommendations in paragraphs A to F and one for the recommendations in paragraphs G-I. The Chair agreed to this request. Councillor John Williams suggested that the rent increase allowed the capital recommendations to be increased so it was not practical to agree one without the other.

Councillor John Williams proposed and Councillor John Batchelor seconded the recommendations in the report.

A vote was taken on paragraphs A-F and were cast as follows:

In favour (19):

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Anna Bradnam, Dr Martin Cahn, Dr Claire Daunton, Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Geoff Harvey, Dr Tumi Hawkins, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, John Williams and Eileen Wilson.

Against (9):

Councillors Ruth Betson, Dr Shrobona Bhattacharya, Tom Bygott, Graham Cone, Sue Ellington, Mark Howell, Bunty Waters, Heather Williams and Dr Richard Williams.

Abstain (1):

Councillor Gavin Clayton.

A further vote was taken on paragraphs G-I and were cast as follows:

In favour (19):

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Ruth Betson, Dr Shrobona Bhattacharya, Anna Bradnam, Tom Bygott, Dr Martin Cahn, Graham Cone, Dr Claire Daunton, Sue Ellington, Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Geoff Harvey, Dr Tumi Hawkins, Mark Howell, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Bunty Waters, Heather Williams, John Williams and Eileen Wilson.

Against (0):

Abstain (2):

Councillor Gavin Clayton and Dr Richard Williams.

Council **Agreed** to

Housing Revenue Account (HRA): Revenue

- A) approve the HRA revenue budget for 2022/2023 as shown in the HRA detailed budgets as presented at Appendix A.

HRA: Review of Rents and Charges

- B) Approve that council dwellings rents for all social rented properties be increased by inflation of 3.1%, measured by the Consumer Price Index (CPI) at September 2021, plus 1%, resulting in rent increases of 4.1%, with effect from 4 April 2022.
- C) Approve that affordable rents (inclusive of service charge) are reviewed in line with rent legislation, to ensure that the rents charged are no more than 80% of market rent, with rents for existing tenants increased by no more than inflation of 3.1%, measured by the Consumer Price Index (CPI) at September 2021, plus 1%, resulting in rent increases of up to 4.1%.

Local policy is to cap affordable rents (inclusive of all service charges) at the Local Housing Allowance level. As the Local Housing Allowance was increased significantly in late March 2020, affordable rent increases will be capped at 4.1% from April 2022, which is still well below the 2022/23 Local Housing Allowances levels.

- D) Approve that garage rents be increased by inflation of 3.1% measured by the Consumer Price Index (CPI) at September 2021, plus 1%, resulting in increase of 4.1%, with effect from 4 April 2022.
- E) Approve that council dwelling rents for properties with an EPC rating of A or B are increased to 105% of target rent on re-let.
- F) Approve the proposed service charges for HRA services and facilities provided to both tenants and leaseholders, as shown in Appendix D.

HRA: Capital

- G) Approve the required level of funding for new build investment between 2022/2023 and 2026/2027 to ensure that commitments can be met in respect of the investment of all right to buy receipts currently retained or anticipated to be received by the authority for this period. This expenditure will take the form of HRA new build, with the 60% top up met by other HRA resources.
- H) Approve the HRA Medium Term Financial Strategy forecasts as shown in Appendix B.
- I) Approve the Housing Capital Programme as shown in Appendix C.

8 (h) General Fund Budget 2022/2023 (Cabinet/7 February 2022)

Councillor John Williams presented this report which invited Council to consider and approve the summary General Fund Revenue Budget for 2022/23. He thanked the finance team for their work in compiling the report. He explained that the aim of the budget was to tackle climate change at a local level in South Cambridge. Promoting affordable housing and local businesses were also priorities. He explained that the Government's financial settlement continued to be for a year instead of three years, as originally promised, and this made financial planning more difficult.

Councillor John Williams explained that Council Tax only raised enough to cover about a third of the Council's expenditure, with the rest from sources outside the authority's control, including Business Rates and grants such as the New Homes Bonus. The proposed Council Tax increase equated to an extra £5 a year for a Band D property or an extra 10 pence a week. This authority's Council Tax remained in the lowest 25% in the country.

Councillor John Williams estimated that the Council would deliver a balanced budget with £2.1m going into General Fund reserves, including £1.1m from the Business Rates Pool to the Renewables Reserve, bringing the total of that reserve to £4m.

Councillor John Williams explained that a total of £6 million would tackle climate change on a local level in South Cambridgeshire and halve emissions by 2030 and reduce them to zero by 2050. Relevant projects included installing a solar farm at the Waterbeach Depot, initiatives to improve and adapt waste services to encourage recycling and minimise waste, and the maintenance of the 275 kilometres of awarded watercourses that the Council was responsible for. The Council's retrofit of its offices at Cambourne were nearing completion, reducing the carbon footprint of the building to 25% of current levels by 2030 and to 10% of current levels by 2050.

Councillor Heather Williams proposed an alternative budget. Due to cost of living increases it was appropriate to freeze an increase in Council Tax. She recommended that more should be done to prevent fraud, fly-tipping and that an extra Planning Enforcement Officer should be appointed. She stated that money could be saved by reducing the number of Special Responsibility Allowances that could be claimed by a councillor from two to one. She concluded that money could be taken from the Transformation Budget to reduce the need for a Council Tax increase.

Councillor Deborah Roberts explained that many of the District's residents who lived in large homes were now on medium or low incomes but were on a high Council Tax band due to the size of their property. Oil, gas and food prices were all increasing and so the Council had a moral duty to keep Council Tax low.

Councillor Sue Ellington supported the proposal to appoint an extra planning enforcement officer, as this would help the Council to enforce its planning decisions as the authority was in danger of have a reputation for not carrying out enforcement. Councillor Tumi Hawkins explained that there was currently a

vacancy in the enforcement team and a review was taking place to see how the current resources could be best deployed. It was noted that the number of enforcement cases had reduced this year, partly due to Covid-19. Councillor Sue Ellington explained that she was not inferring any criticism of the Council's planning officers.

Councillor Graham Cone supported the Council Tax freeze, due to the hardship that our residents were facing. He stated that all councillors were aware of enforcement areas in their wards and so an extra planning enforcement officer made sense.

Councillor John Williams explained that Council Tax bands were set according to 1991 property prices. He suggested that response to fly-tipping had improved in the four years since the current administration took office. The current administration had increased the anti-fraud team by £15,000 also set up an anti-fraud team. He explained that a Council Tax freeze would have an ongoing detrimental effect on the authority's Medium Term Financial Strategy and create a £1.5m hole in the Council's budget in five years.

Councillor Heather Williams proposed and Councillor Graham Cone seconded the Conservative alternative budget. A vote was taken and were cast as follows:

In favour (10):

Councillors Ruth Betson, Dr Shrobona Bhattacharya, Anna Bradnam, Tom Bygott, Graham Cone, Sue Ellington, Mark Howell, Bunty Waters, Heather Williams and Dr Richard Williams.

It was noted that Councillor Anna Bradnam meant to vote against the proposal.

Against (16):

Councillors Henry Batchelor, Paul Bearpark, Dr Martin Cahn, Gavin Clayton, Dr Claire Daunton, Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Dr Tumi Hawkins, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, John Williams and Eileen Wilson.

Abstain (1):

Councillor John Batchelor.

Council **Rejected** the Conservative alternative budget.

Councillor Gavin Clayton proposed Labour's alternative budget. He suggested that instead of paying £2.1m into reserves, this money could be used to develop a Cultural Strategy to develop arts projects and working with the charity Mind to improve the mental health of young people.

Councillor Nigel Cathcart supported this alternative budget which would improve the lives of residents by providing some form of nursing home provision, introducing a pilot scheme for green infrastructure and protecting Conservation areas.

Councillor Dr Martin Cahn explained that he was a member of the Group that was looking at developing a Cultural Strategy and it was premature to commit the

Council to a partner as this stage of the Strategy's development. Councillor Bill Handley agreed with Councillor Cahn. He supported the development of a Cultural Strategy and the Council would work with its partners during its development. Councillor Graham Cone stated that £40,000 was a relatively small amount for the production of a Cultural Strategy and support art development.

Councillor John Williams explained that the Council had three housing advice officers to support its tenants. The Cultural Strategy was in an embryonic stage and it was expected that it would be delivered next municipal year. He understood that concerns regarding nursing home provision but he considered this to be a County Council function. Improving green infrastructure was already being considered and a £10,000 budget was not necessary.

Councillor Gavin Clayton proposed and Councillor Graham Cone seconded the Labour alternative budget. A vote was taken and were cast as follows:

In favour (6):

Councillors Tom Bygott, Gavin Clayton, Graham Cone, Sue Ellington, Mark Howell and Heather Williams.

Against (21):

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Ruth Betson, Anna Bradnam, Dr Martin Cahn, Dr Claire Daunton, Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Dr Tumi Hawkins, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Aidan Van de Weyer, Bunty Waters, John Williams, Dr Richard Williams and Eileen Wilson.

Abstain (1):

Councillor Dr Shrobona Bhattacharya.

Councillor Dr Shrobona Bhattacharya questioned whether the savings depicted on pages 275-6 on the agenda were realistic. Councillor John Williams stated that the budget figures were based on a worst case scenario and so he was confident that it would be delivered.

Councillor Dr Richard Williams welcomed the extra £2.2m for the planning services and asked what it would fund. Councillor John Williams explained that the Joint Planning service was being revised as part of the transformation project.

Councillor Heather Williams explained that she supported the green initiatives in the budget and the establishment of a joint enforcement group. However, she opposed the £200,000 on replacing carpets and £170,000 on redecorating. She stated that there was an error on paragraph 28 on page 189 of the agenda where the bottom right SFA should be in the total at the bottom. The table indicated more funds from the Government and so the increase in Council Tax could not be justified. Councillor John Williams explained that the extra funds from the Government were a one off payment and so the increase in Council Tax was necessary to avoid a funding gap in the longer term.

Councillor John Williams proposed and Councillor Peter McDonald seconded the recommendations in the report. A vote was taken and were cast as follows:

In favour (18):

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Anna Bradnam, Dr Martin Cahn, Dr Claire Daunton, Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Dr Tumi Hawkins, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Aidan Van de Weyer, John Williams and Eileen Wilson.

Against (10):

Councillors Ruth Betson, Dr Shrobona Bhattacharya, Tom Bygott, Gavin Clayton, Graham Cone, Sue Ellington, Mark Howell, Bunty Waters, Heather Williams and Dr Richard Williams.

Abstain (0)

Council **Agreed** to

- A) Take into account the detailed budgets presented at Appendix B, and summarised at Appendix A, with an estimated General Fund Gross Operating Expenditure for 2022/2023 of £78.807 million, estimated Gross Operating Income of £52.728 million and estimated General Fund Net Operating Expenditure of £26.079 million.
- B) Acknowledge the key factors which have led to the proposed 2022/2023 General Fund Revenue Budget, with service pressures summarised at Appendix C and offsetting efficiency savings/policy options summarised at Appendix D.
- C) Acknowledge that the 2022/2023 General Fund Revenue Budget gross expenditure is covered by forecast income sources (assuming no change in Government grant) and, therefore, any addition(s) to expenditure that are made by the Cabinet or Council will need to be met from the General Fund Balance.
- D) Approve the 2022/2023 General Fund Revenue Budget taking into account the statement by the Chief Finance Officer on the risks and robustness of the estimates as required under Section 25 of the Local Government Act 2003 (reproduced at Appendix F).
- E) Set the Council Tax Requirement for 2022/2023 at £10,489,403.
- F) Approve an increase in the District element of the Council Tax of £5 per annum, giving an average Band D Council Tax of £160.31, plus the relevant amounts required by the precepts of the Parish Councils, Cambridgeshire County Council, Cambridgeshire Police & Crime Commissioner, and the Cambridgeshire Fire Authority.

- G) Authorise the Head of Finance, on the basis of the proposals set out in the report, to prepare the formal Council Tax Resolution for presentation to Council at its scheduled meeting on 22 February 2022.
- H) Approve the estimates of the amounts required to be made under the Non-domestic Rating (Rates Retention) Regulations 2013 as set out in paragraphs 44 and 45.
- I) Approve the acceptance of any grants made during 2022/2023 by the Government under Section 31 of the Local Government Act 2003 in respect of Business Rates.
- J) Approve the use of the additional income from the Business Rate Pool, estimated at £1,100,000 in 2022/2023, for transfer to the established Renewables Reserve for priority projects.
- K) Subject to any changes to the recommendations above, Full Council approves:
 - (i) The 2022/2023 General Fund Revenue Budget based on known commitments at this time and planned levels of Service/functions resulting in a Budget Requirement of £22.668 million.
 - (ii) The District Council Precept on the Collection Fund (Council Tax Requirement) of £10.489 million in 2022/2023 (based on the Local Government Settlement) and a Band D Council Tax of £160.31.
- L) The Council agrees that when appointing the auditor for the next appointment period starting in 2023/24, it accepts the invitation to take part in public sector audit appointments (PSAA) process.

9. Council Tax Resolution

Councillor John Williams presented this report which recommended that Council formally approve the total Council Tax for 2022/23 for the residents of South Cambridgeshire, including the Council Tax requirements of precepting organisations.

Councillor John Williams proposed and Councillor Bill Handley seconded the recommendation in the report. A vote was taken and votes were cast as follows:

favour (18):

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Anna Bradnam, Dr Martin Cahn, Dr Claire Daunton, Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Dr Tumi Hawkins, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Aidan Van de Weyer, John Williams and Eileen Wilson.

Against (10):

Councillors Ruth Betson, Dr Shrobona Bhattacharya, Tom Bygott, Graham Cone, Sue Ellington, Mark Howell, Bunty Waters, Heather Williams and Dr Richard Williams.

Abstain (0)

Council

Agreed The Council Tax Resolution, detailed at Appendix A.

10. Swavesey Byeways Rate 2022-23

Councillor Tumi Hawkins introduced this report on the annual meeting of the Swavesey Byeways Advisory Committee held on 20 January 2022 which had proposed that the current rate should remain at £1.20 per hectare within the charge paying area.

Councillor Sue Ellington, local member for Swavesey, reported that work on the Byeways had been success story involving the purchase of a vital piece of machinery and the co-operation of local landowners with the Council and the parish council.

Councillor Tumi Hawkins proposed and Councillor Brian Milnes seconded the recommendation in the report. A vote was taken and by affirmation:

Council

Agreed to retain the level of the Swavesey Byeways rate at £1.20 per hectare for land within the charge paying area for the period 2022/23 in order to fund the required level of maintenance.

11. Calendar of Meetings 2022/23

Councillor x proposed and Councillor Judith Rippeth seconded the recommendation in the report to approve the Calendar of meeting for the next municipal year. A vote was taken and by affirmation the

Council

Agreed to approve the Calendar of Meetings for 2022/23.

12. Update on the OxCam Arc

In response to questioning Councillor Bridget Smith explained that the Council were still waiting to hear official notification that the OxCam Arc had been disbanded. She further explained that funding had been provided for OxCam Arc staff for six months by the members of the Arc.

13. Cambridgeshire and Peterborough Combined Authority

Council **Noted** the report.

14. Greater Cambridge Partnership

Council **Noted** the report.

15. Membership of Committees and other bodies

By affirmation, Council

Agreed to endorse the appointment of Councillor Peter Fane as Chair of the Planning Committee.

16. Urgent Executive Decision

Council **Noted** the report.

17. Questions From Councillors

17 (a) From Councillor Judith Rippeth

How have we as a council been able to provide Covid relief to businesses through the allocation of the discretionary grant funding?

Councillor Bridget Smith replied that the Council had provided significant discretionary funding to local businesses with £4.6m being awarded from April 2020 to June 2021 and an additional £1.8m awarded since June 2021.

Councillor Judith Rippeth asked if there had been any feedback from local businesses. Councillor Bridget Smith replied that many businesses had replied to the Council stating how thankful they were for the grants which had been delivered speedily and efficiently.

17 (b) From Councillor Sue Ellington

How much extra does it cost the council in officer and committee time for a planning application to come to committee?

Councillor Dr Tumi Hawkins replied that it was unclear what Councillor Sue Ellington meant by "extra". Obviously many of the costs involved, such as officer time, were fixed costs, which would be paid regardless of whether there would be a meeting. Nevertheless the estimated cost of a recent 5 hour meeting was £7,892 or £1,578 per hour.

Councillor Sue Ellington explained that at the Council meeting in November she had been informed that enforcement action had not been taken due to the cost. She wanted to know what the cost of enforcement action was compared to the cost of taking a planning application to Committee. Councillor Dr Tumi Hawkins

explained that she did have the figures for the cost of enforcement action but it was expected that the Transformation Project would make enforcement action more efficient.

17 (c) From Councillor Heather Williams

How much has been spent since May 2018 on early retirements, gardening leaves and any other way to pay employees to leave?

Councillor John Williams that the Council was a well run professional organisation with an ambitious business plan and not all the figures existed to answer the question.

Councillor Heather Williams asked how much money was being used to get rid off staff. Councillor John Williams explained that the Council treated officers with respect and fairness. If necessary a fair severance payment would be agreed to award former colleagues what they were entitled to.

17 (d) From Councillor Graham Cone

How much has been spent on new furniture – tables chairs and sofas, for the council over the last 18 months?

Councillor Neil Gough explained that the Council was adapting to a hybrid existence with some staff working in the office and some at home. This had necessitated some the purchasing of newer technologically advanced furniture as well as some furniture for disabled workers as part of the access to work scheme. This cost of this was £46,000.

Councillor Graham Cone asked if the total could be divided into the furniture for disabled officers and new furniture. Councillor Neil Gough replied that if this figure could be provided it would form part of a written answer.

17 (e) From Councillor Bunty Waters

How much has been spent on the recent refurbishment of the councillors' lounge?

Councillor Neil Gough replied that the original lounge was built 18 years ago and it was in need of refurbishment. Former Chair Douglas de Lacey had asked for improvements to the room to be made and the new room could be used for meetings and for councillors and officers to work. In response to Councillor Bunty Waters' supplementary question Councillor Gough explained that the refurbishment had been funded from the office accommodation budget and no special budget had been used.

17 (f) From Councillor Ruth Betson

How much has been spent on agency staff and management consultants since May 2018?

Councillor John Williams explained that at times the Council needed to use temporary staff as it was not possible to have all the skills necessary to carry out the work in-house. The two main services that used temporary staff were the Waste service and the Planning service. When adjusted for Covid-19, the costs for 2021/22 were actually £100,000 lower than the previous year.

Councillor Ruth Betson asked if the money spent on agency staff could have been better allocated to other projects such as developing Cambourne High Street. Councillor John Williams replied that temporary staff were only employed when necessary and the Council had found it difficult to recruit to all permanent vacancies.

17 (g) From Councillor Dr. Richard Williams

How many dedicated trees officers does the Greater Cambridge Planning Service currently employ?

Councillor Dr Tumi Hawkins explained that the Council employed two trees officers, one post had become vacant and was currently being filled by an agency worker. Efforts to recruit to the vacant position had not been successful and so a supplement was being considered to make the post more attractive during a national shortage.

Councillor Dr Richard Williams asked if extra resources could be allocated to ensure that parish councils could receive timely responses to their queries. Councillor Dr Tumi Hawkins replied that the work was being covered and requested that parishioners contact her if they had any concerns about the level of service being received.

17 (h) From Councillor Nick Wright

How much money is at risk of repayment from applications within the planning service that haven't been determined within 26 weeks and how much in terms of discharge of condition applications is at risk of being returned?

Councillor Dr Tumi Hawkins replied that £300,000 was at risk, from only 17 applications. There was insufficient time for Councillor Nick Wright to ask a supplementary question.

Council **Agreed** by affirmation to continue its meeting past the four hour period.

18. Notices of Motion

18 (a) Standing in the name of Councillor Richard Williams

Councillor Dr Richard Williams proposed and Councillor Dr Martin Cahn seconded the following motion:

“The UK Joint Nature Conservation Committee states that “Biodiversity is the variety of all life on Earth: genes, species and ecosystems. It includes all species of animals and plants, and the natural systems that support them. Biodiversity matters because it supports the vital benefits humans get from the natural environment. It contributes to the economy, health and well-being, and it enriches our lives.

“Protecting and enhancing biodiversity is a matter of great importance to the parishes and communities of South Cambridgeshire and is a key objective of national and local policy, as recognised in the emerging Greater Cambridge Biodiversity Supplementary Planning Document and the new Environment Act 2021.

“Parish and Town Councils have an important role to play in protecting and enhancing biodiversity and have a statutory responsibility to have regard to the purpose of conserving biodiversity in the exercise their functions.

“To help Parish Councils meet their statutory commitments and to help meet the aspirations of the communities of South Cambridgeshire this Council commits, as some other councils have done, to producing guidance for Parish and Town Councils as how they can most effectively conserve and enhance biodiversity in their areas, including a toolkit for drafting a Parish or Town biodiversity policy and carrying out a biodiversity audit.”

Councillor Dr Richard Williams explained that parish councils were under a legal obligation to comply with this policy but were receiving no specific guidance from the Council. He suggested that the Council could liaise with Natural Cambridgeshire in providing a toolkit for parish councils, as has been provided by other local authorities.

Councillor Bridget Smith stated that the Council was already liaising with parish councils and other community groups and a climate fortnight event had been held the previous evening, which included details of a 16 hour training course that gave details on how to recruit volunteers and keep people motivated. She was happy to support the motion but wanted to ensure that the Council worked with Natural Cambridgeshire without duplicating its work.

Councillor Dr Tumi Hawkins explained that biodiversity was a key part in the emerging Local Plan and the doubling nature strategy included guidance to both parish and town councils. Free trees had been offered to all parishes and parish councils were encouraged to attend area team meetings.

Councillor Heather Williams supported the motion as sensible, pragmatic and identifying a gap in the support provided to parish councils by this authority. She added that some of the smaller parish councils found it harder to attend group meetings, which tended to be dominated by the larger parish councils.

Councillor Dr Martin Cahn explained that he supported bio-diversity and recognised that town and parish councils can help to deliver the Council’s doubling nature target by 2050. The purpose of the motion was to provide

information and support for local people who wanted to use their local knowledge to promote bio-diversity in their parish.

Councillor Dr Richard Williams welcomed the responses from Councillor Bridget Smith and Councillor Tumi Hawkins as it demonstrated the need to ensure that knowledge was shared and parish councils were directed to the support required to promote biodiversity.

Councillor Bridget Smith expressed concern that the motion could be committing the Council to further expenditure. On the advice of the Deputy Head of Legal the Chair proposed and Councillor Heather Williams seconded that amendment of the phrase “producing guidance” to “providing guidance”. Councillor Dr Richard Williams and Councillor Dr Martin Cahn both agreed to this amendment, which was accepted without debate.

A vote was taken and by affirmation Council **Agreed** the following motion:

The UK Joint Nature Conservation Committee states that “Biodiversity is the variety of all life on Earth: genes, species and ecosystems. It includes all species of animals and plants, and the natural systems that support them. Biodiversity matters because it supports the vital benefits humans get from the natural environment. It contributes to the economy, health and well-being, and it enriches our lives.”

Protecting and enhancing biodiversity is a matter of great importance to the parishes and communities of South Cambridgeshire and is a key objective of national and local policy, as recognised in the emerging Greater Cambridge Biodiversity Supplementary Planning Document and the new Environment Act 2021.

Parish and Town Councils have an important role to play in protecting and enhancing biodiversity and have a statutory responsibility to have regard to the purpose of conserving biodiversity in the exercise their functions.

To help Parish Councils meet their statutory commitments and to help meet the aspirations of the communities of South Cambridgeshire this Council commits, as some other councils have done, to providing guidance for Parish and Town Councils as how they can most effectively conserve and enhance biodiversity in their areas, including a toolkit for drafting a Parish or Town biodiversity policy and carrying out a biodiversity audit.

18 (b) Standing in the name of Councillor Heather Williams

Councillor Heather Williams proposed and Councillor Tom Bygott seconded the following motion:

“That this Council opposes congestion charging in Greater Cambridge.”

Councillor Heather Williams stated that a congestion charge was wrong for the people of South Cambridgeshire, as it would add to the already rising cost of

living as for many people there was no viable alternative to driving into Cambridge.

Councillor Tom Bygott explained that South Cambridgeshire was a rural area and that all proposed congestion charges insisted that its residents paid the full amount. Other cities that had introduced a congestion charge first had a viable system of public transport, such as a metro system, but many villages only had two buses a day.

Councillor Neil Gough explained that there were a number of options being considered by the Greater Cambridge Partnership to free up road space and there was unanimous support on the Board for improving public transport, but funding was required for this. He recommended that the Council wait for the results of the public consultation exercise before it takes a formal view. He therefore urged councillors to reject the motion.

Councillor Graham Cone expressed his support for the motion, as a congestion charge would have a negative impact on the poorest in his ward who were already having to cope with rises prices and rising rents.

Councillor Heather Williams explained that many parish councils had not responded to the consultation due to its format. It was clear that the District's communities were opposed to the congestion charge, which would have a detrimental effect on the poorest in society.

A vote was taken and were cast as follows:

In favour (6):

Councillors Ruth Betson, Tom Bygott, Graham Cone, Mark Howell, Heather Williams and Dr Richard Williams.

Against (17):

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Anna Bradnam, Dr Martin Cahn, Dr Claire Daunton, Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Aidan Van de Weyer, John Williams and Eileen Wilson.

Abstain (0)

Council **Rejected** this Motion.

18 (c) Standing in the name of Councillor Mark Howell

Councillor Mark Howell proposed and Councillor Graham Cone seconded the following motion:

“This council does not support the current CSET proposals. The Greater Cambridge Partnership Board member for South Cambridgeshire District Council will reflect the views of this council at future board meetings.”

Councillor Mark Howell explained that he supported the concerns of Mr Littlewood who had asked a public question earlier in the meeting regarding CSET. He explained that the situation had changed and so the Greater Cambridge Partnership should reconsider its current proposal which would give up good agricultural land.

Councillor Peter Fane stated that CSET was more than just a busway, which was in phase 2 of the plan. Phase 1 included safety work on the A1307. He explained that the exact route of the busway would have to consider new factors such as the location of a retirement facility in Stapleford and the Mayor's Local Transport and Community Plan. The Council should not seek to give an official instruction to the Greater Cambridge Partnership.

Councillor Neil Gough explained that he was the Council's representative on the Greater Cambridge Board, which had to consider all the competing factors to deliver its objectives and minimise the environmental impact. No transportation scheme was ever universally welcomed but the evidence indicated that CSET was essential.

Councillor Brian Milnes expressed his disappointment that a project that had enjoyed support from Conservative County Councillors and the Mayor was now being objected to.

Councillor Tom Bygott stated that a proper co-ordinated transport system needed to be built that took into account a new block flats in Great Shelford, which prevented the widening of the railway line. He opposed CSET which would prevent the long term rebuilding of the railway network.

Councillor Dr Richard Williams stated that the Greater Cambridge Partnership needed to take into account the impact of Covid-19 on travel patterns and reconsider its plans and consider an alternative which was less environmentally damaging.

Councillor John Batchelor, as local member for the Linton ward, stated that there were major concerns regarding congestion, pollution and safety issues with the A1307. He concluded that CSET could provide a quick, reliable alternative to using the car and he urged Council not to dismiss it.

Councillor Heather Williams stated that decision makers needed to respond to changes in circumstances and be pragmatic. The Greater Cambridge Partnership needed to consider an alternative to CSET.

Councillor Dr Martin Cahn recognised the challenges involved and suggested that there was a need for a compromise. He could not support a motion which rejected what appeared to be the best available solution without suggesting a viable alternative.

Councillor Graham Cone expressed his support for the motion, as it would avoid destroying any green belt land and would allow alternatives to be considered.

Councillor Mark Howell stated that he wanted the Greater Cambridge Partnership to consider an alternative to CSET, respond to changing circumstances and avoid building on some of the best green belt land in Cambridgeshire.

A vote was taken and were cast as follows:

In favour (6):

Councillors Ruth Betson, Tom Bygott, Graham Cone, Mark Howell, Heather Williams and Dr Richard Williams.

Against (17):

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Anna Bradnam, Dr Martin Cahn, Dr Claire Daunton, Corinne Garvie, Jose Hales, Bill Handley, Sally Ann Hart, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Aidan Van de Weyer, John Williams and Eileen Wilson.

Abstain (0)

Council **Rejected** this Motion.

19. Chair's Engagements

Council **Noted** the Chair's engagements since the last Council meeting, including the attendance at a service at Ely Cathedral for the Justice service for Cambridgeshire on 3 October 2021, which was not listed in the agenda.

The Meeting ended at 7.20 p.m.

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Report to:	Council	23/03/2022
Lead Cabinet Member:	John Williams	
Lead Officer:	Jeff Membery	

Member Parental Leave Policy

Executive Summary

1. A new Member Parental Leave policy has been created granting all councillors the right to take extended leave for reasons of maternity, paternity, adoption, or shared parental leave whilst continuing to receive their allowances. The policy supports the Council's Equality Scheme and aims to encourage people from a wider variety of backgrounds to stand for election. The policy is attached at Appendix A.

Key Decision

2. No

Recommendation

3. Subject to Cabinet approval and any updates provided by Cabinet, Council is recommended to adopt this policy.

Reasons for Recommendations

4. The policy will have an overall positive impact by delivering parental leave entitlement for Members in a clear and transparent way, guaranteeing they retain their elected office and continue to receive their allowances. Further, this eliminates any risk of direct discrimination arising from being a new parent.

Even though there is no legal requirement to implement this policy, there are significant benefits as it supports the Council's Equality Scheme objectives and may contribute to improving the diversity of election candidates and long-term retention of Members.

Details

5. This policy has been created by referring to the Local Government Association (LGA) guidance on Member parental leave. In 2019, the LGA co-produced the 21st Century Councils Equalities Toolkit with the Ministry of Housing, Communities and Local Government. The toolkit recommended that councils adopt a Member parental leave policy. However, as of February 2022, only 40 councils have implemented a version of this policy. In all other local authorities, the arrangements for leave after the birth of a child is discretionary.

The policies of North Hertfordshire District Council, Durham County Council and West Berkshire District Council have been reviewed to assess how the model template provided by the LGA has been implemented at different local authorities. This has been used to ensure the South Cambridgeshire District Council version includes all appropriate content.

The South Cambridgeshire District Council Member Parental Leave policy gives all councillors the right to take extended leave from their normal duties for the reasons of maternity, paternity, adoption, or shared parental leave. This policy makes parental leave an approved reason in relation to Section 85 of the Local Government Act, 1972 without the need for further approval of the Council. This is a significant change as failure to attend a qualifying Council meeting means a Member automatically vacates their elected office after 6 months have elapsed.

The other key provisions of the policy are that Members will continue to receive their allowances, they are responsible for identifying an appropriate Member to cover their work and that they must keep the residents of their ward and external partner organisations informed about the duration of their leave.

This policy supports the Council's Equality Scheme as we are an employer that values difference and recognises the strength that a diverse workforce brings. This will have a significant impact as it advances equality of opportunity and demonstrates commitment to the public sector equality duty to create positive impacts for protected groups.

This could also encourage people from a wider variety of backgrounds to become Members by removing a potential barrier to standing for election.

Options

1. The first option would be to implement the policy.
2. The second option would be to decline to implement the policy

Implications

6. In the writing of this report, taking into account financial, legal, staffing, risk, equality and diversity, climate change, and any other key issues, the following implications have been considered:-

Financial

7. The policy provides for a Member to receive their allowances during their parental leave. This may incur an additional cost to the Council if another Member is eligible to receive additional allowances whilst covering their work.

Equality and Diversity

8. An Equality Impact Assessment has been completed. This is likely to have a medium positive impact on improving the diversity of gender, experience, age, and background of Members at South Cambridgeshire District Council. Although the number of people impacted will be small, it will ensure that the provisions for taking parental leave are clear and transparent for all internal and external stakeholders and removes a potential barrier to standing for election.

Consultation responses

9. Feedback was sought from Democratic Services, Legal Services and a number of Members who have had children after being elected. Democratic Services and Legal Services suggested minor changes so the policy reflects current working practices and the Council's Constitution. The Members had three requests for policy content. First, the individual taking parental leave should be responsible for notifying residents and partner organisations in addition to the Council. Second, the individual taking parental leave should be responsible for identifying an appropriate Member to cover their work, in conjunction with their Group Leader if applicable. Finally, the policy includes a section on neo-natal leave, replicating the content of the Premature Birth and Neo-Natal policy that applies to Officers. All these requests have been incorporated into the final version of the policy.

Background Papers

This policy has been produced from the Local Government Association guidance on Parental Leave for Members as well as documents created by other local authorities. These include North Hertfordshire District Council, Durham County Council and West Berkshire District Council. The current South Cambridgeshire District Council's Premature and Neo-Natal policy was also used for the corresponding section of this policy.

Appendices

Appendix A: Member Parental Leave Policy

Report Author:

Jonathan Corbett – HR Advisor
Telephone: (01954) 713244

Member Parental Leave Policy

Version	1.0
Ownership	Head of Transformation, HR and Corporate Services
Approved by	
Approval date	
Date of next review	

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Introduction and Legal Requirements

This policy sets out Members' entitlement to "maternity", "paternity", "shared parental", and adoption leave including relevant allowances.

The terms 'maternity', 'paternity', 'shared parental' and 'adoption' leave are the legal terms used for the different types of leave taken by new parents, each of which has a different legal distinction. Please note that for the purposes of this policy, where the context does not require us to list the specific type of leave being referred to, we will use the term 'parental leave'. However, where we refer to any of these types of leave specifically, we will use these legal terms for clarity.

Section 85 of the Local Government Act 1972 places a requirement on Members to attend a meeting of the authority within a six consecutive month period.

Qualifying meetings include:

- attendance as a Member at a meeting of any committee or sub-committee of the authority.
- attendance at a meeting of any joint committee, joint board or other body discharging functions of the authority, or who were appointed to advise the authority on any matter relating to the discharge of their functions.
- attendance as representative of the authority at a meeting of any body of persons.

It does not matter how informal the meeting is, so long as an attendance is recorded.

Unless the Council agrees to an extended leave of absence prior to the expiration of that six-month period, the individual will cease to be a Member of the authority.

This policy has been adopted by the Council on the basis that leave taken under this policy is an approved reason under section 85 of the Act without needing the further approval of the Council.

This is on the understanding that for a Member to take advantage of this policy they must comply with the requirements set out below. Failure to do so could mean that a Member automatically vacates their elected office.

There is currently no legal right for Members to take parental leave and any arrangement adopted by the Council is a voluntary one.

Purpose, Scope and Background

The role of a Member is an incredibly demanding position with significant time commitments. It's as difficult to juggle the demands of being a new parent with Council responsibilities as it is with any other job. Parental leave for Members entitles any Member who becomes a parent, whether through birth or adoption, to take a period of leave with payment of their allowance(s) continuing as they adjust to their new parental responsibilities.

The policy aims to ensure that, insofar as possible, Members can take appropriate leave at the time of birth or adoption; and that reasonable and adequate arrangements are in place to provide cover for the Member's ward responsibilities and any responsibilities for which the Member receives a Special Responsibility Allowance, during any period of leave taken.

It's important that having children whilst being a Member is not a disadvantage, both to encourage potential candidates to stand for election and ensure the Council is more representative. Improved provision for new parents will contribute towards retaining and increasing the diversity of experience, age, and background of local authority Members over time by improving accessibility to public office. Parents are an important demographic for councils as they often rely on local authority services. Through adopting this policy, the Council aims to reflect the community it serves and recognises that having Members who are parents can support improved decision making.

This policy is designed for anyone who is expecting a baby, has recently given birth, or has adopted a child, as well as their partner.

Equality Goals

This policy contributes to South Cambridgeshire District Council's obligation to advance equality under the Public Sector Equality Duty outlined in the Equality Act 2010.

This involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

Further, the Council's Equality Scheme outlines that we have a duty to look at the support that can be provided by ensuring people with protected characteristics are not disadvantaged. This policy is designed to contribute to achieving these goals.

1. Leave Periods

Maternity Leave

1.1. Members who are expecting or who have recently given birth are entitled to up to six months maternity leave from the due date, with the option to extend by up to 12 months, by agreement if required. Those expecting may also wish to start their leave earlier due to health reasons, and such a notification can be dealt with as per 5.1 below.

Paternity Leave

1.2. Members whose partners are expecting or who have recently given birth shall be entitled to take a minimum of two weeks leave if they are the biological parent or are nominated by their partner following the birth or adoption of their child(ren).

Shared Parental Leave

1.3. A Member who has made shared parental leave arrangements through their employment, is requested to advise the Council of these arrangements at the earliest possible opportunity. Every effort will be made to replicate such arrangements in terms of leave from their role as a Member of the Council.

1.4. Where both parents are Members, leave may be shared up to a maximum of 24 weeks for the first six months and 26 weeks for any leave agreed thereafter, up to a maximum of 50 weeks. Special and exceptional arrangements may be made in cases of prematurity in line with part 6 below.

Adoption Leave

1.5. A Member who adopts a child through an approved adoption agency shall be entitled to take up to six months adoption leave from the date of placement, with the option to extend up to 12 months by agreement if required. For the purposes of this policy, surrogacy will fall under the definition of adoption and the policy shall be applicable if a Member has applied for or is intending to apply for a Parental Order in relation to the child, in which case they shall be entitled to take up to 26 weeks leave with the option to extend up to 12 months by agreement if required.

1.6. Any Member intending to take parental leave will be responsible for ensuring that they comply with the relevant notice requirements of the Council, in terms of the pre notification requirements for when the leave is to start, to extend their leave beyond six-months and the point at which they intend to return. These notice periods are set out in part 5 below.

1.7. Any Member taking parental leave should ensure that they respond to reasonable requests for information as promptly as possible, and that they keep officers and colleagues informed and updated in relation to intended dates of return and requests for extension of leave.

1.8. The Member taking parental leave shall discuss with their Group Leader (if applicable) arrangements to facilitate the undertaking of their work by another Member who is willing to participate in such an arrangement. The Member taking leave will notify the Proper Officer as to which Member has agreed to take responsibility for their ward work.

1.9 Any Member taking parental leave should ensure that they take steps to notify the residents of their ward and any other relevant organisations such as Parish Councils, as far as reasonably practical, that they are taking parental leave and to notify them of who will be responsible for their case work. Democratic Services will also display this information on the Council's website on the Member's profile page.

1.10. The Council will ensure that the Member on parental leave continues to have access to their existing IT provision to allow them to work from home and upon returning to their role.

1.11. Absences from Council meetings during any period of parental leave will be noted in the minutes of those meetings as such, rather than being attributed to general absence.

1.12. If a Member wishes to have a “keeping in touch” day (KIT Day) or attend a meeting they should notify their Group Leader (if applicable) and Democratic Services as per section 5, although this will not affect any calculation of the leave periods or be taken into account for an extended leave period.

2. Basic Allowance

2.1. All Members shall continue to receive their Basic Allowance in full whilst on parental leave.

3. Special Responsibility Allowances (SRAs) and Other Payments

3.1. Members entitled to any Special Responsibility Allowance (SRA) shall continue to receive their SRA allowance(s) in full in the case of parental leave (subject to below). A Member in receipt of other payments not typically described as an SRA, such as allowance for the Chair of Council is included in this provision.

3.2. Where a Member is appointed to cover the period of absence, that person shall receive an SRA on a pro rata basis for the period of the temporary appointment (subject to 3.3 below).

3.3. SRAs which do not relate to executive roles, and which are payable to the primary SRA holder or to a replacement, during a period of parental leave, shall continue to be paid for a period of six months from the date of notification, or until the date of the next Annual General Meeting of the Council, or to the end of the Member's ordinary term of office, whichever is soonest. SRAs which relate to executive appointments, and which are payable to the primary SRA holder or to a replacement shall continue to be paid for a period of six months, or until the date of the next Annual General Meeting of the Council, or of the end of the Member's ordinary term of office, whichever is soonest, or until reported to an ordinary meeting of the Council as a decision of the Leader to remove them from the role. At such a point, the position will be reviewed, and will be subject to a possible extension for a further 6-month period.

3.4. Should a Member appointed to replace the Member on parental leave already hold a special responsibility allowance position, the ordinary rules under the Members Allowances Scheme shall apply.

3.5. Unless the Member taking parental leave is removed from an Executive post by the Leader, or from an appointment made at a Council Meeting, or the Political Group to which they belong loses control of the Council during their parental leave period (and they lose that special responsibility allowance post), they shall return at the end of their leave period to the same post if such a post is available at that time.

4. Resigning from Office and Elections

4.1. If a Member decides not to return at the end of their parental leave, they must notify the Council at the earliest possible opportunity. All allowances will cease from the effective resignation date.

4.2. If an election is held during the Member's parental leave and they are not re-elected, or decide not to stand for re-election, their allowances will cease from the fourth day after the ordinary day of election when they would legally vacate office (subject to any specific legal provisions relating to a Chair of Council, Vice Chair of Council or Leader of Council).

5. Notification Requirements

5.1. The Member must notify the Proper Officer by email no later than the end of the 15th week before the expected week of childbirth (for maternity/paternity leave), intended shared parental or adoption leave or as soon as is reasonably practicable and provide: (i) the week the baby/ child (in the case of adoption leave - date of placement) is due; (ii) the period of leave the Member intends to take (or in the case of paternity leave if they wish to take one or two weeks leave); and (iii) when they want their leave to start. This will be acknowledged within two weeks. An exception to this would be health reasons for the parent expecting the baby or prematurity of the child, in which case notification is to be as soon as possible to the above email.

5.2 If a Member wishes to return from leave earlier than originally planned, or have a KIT day, they should notify their Group Leader (if applicable) or Democratic Services by email, who will provide confirmation that the information has been received and from what date they will resume the responsibilities of any remunerated post, or KIT arrangements as appropriate.

5.3 If a Member taking leave wishes to extend this beyond six-months (and set out in this Policy), then no later than four weeks before the end of the six-month period, the Member should notify the Proper Officer in writing. The Proper Officer shall then liaise with the relevant Members' Group Leader to agree this, or if the Member is independent/not in a group, then the proper officer can agree this instead.

6. Premature Birth and Neo-Natal

6.1 Definitions

A premature birth is defined as any birth which takes place before the 37th week of pregnancy.

Neo-natal means "relating to new-born children". A child is classed as a neonate from their birth until the 28th day after their Expected Due Date.

6.2 Stillbirth, Miscarriage or Live Birth

If a Member has a stillbirth on or after the 25th week of their pregnancy, they will still be eligible to receive parental leave and allowances as normal.

If a Member miscarries earlier than the 25th week of their pregnancy they will not qualify for parental leave and allowances, and any time off will count as sickness absence. The Council will endeavour to support them throughout this difficult time.

If, at any point in their pregnancy, the Member gives birth to a live child they will be entitled to parental leave and payment of allowances as normal, even if the child later dies.

6.3 Premature Leave

If a Member gives birth prematurely, they will be entitled to additional parental leave. This leave will be equal to the number of weeks before the Expected Due Date that the birth took place.

For example, if the birth took place in the 35th week of pregnancy, that would be five weeks before the expected due date, so the Member would be entitled to an additional five weeks' parental leave.

6.4 Neo-Natal Leave

Neo-natal leave would apply to Members whose baby/babies are unwell when born and must remain in a neo-natal unit following their birth for one week or longer. The Member would be entitled to additional leave equal to the number of weeks the child/children must remain in the neo-natal unit, or until the 28th day after the Expected Due Date (whichever is earliest).

For example, if a baby was born on their Expected Due Date but remained in the neo-natal unit for a further two weeks, the Member would be entitled to an additional two weeks leave.

6.5 Pay

Both types of leave would be paid as normal, and they can be taken consecutively.

The additional allowances would be paid at the beginning of the parental leave and would not be required to be repaid under any circumstances.

6.6 Notification

The Council understands that it may not always be possible to notify it immediately of a premature birth, or a neo-natal care situation. However, it asks that the parent or a family member informs the Council as soon as possible so that the correct parental leave and allowances are received. The Council also asks that the Member keeps Democratic Services informed of any changes.

The Council may require evidence of the premature birth/neo-natal care when possible. This could be in the form of a birth certificate or a copy of a discharge letter.

6.7 Returning to Work

On a Member's return to work the Council recommends they meet with their Group Leader (if applicable) and Democratic Services Manager to discuss whether any further support is required.

Appendix A - Parental Leave Worked Examples

All examples are based on the maximum possible extended parental leave period of 12 months.

Example 1

A Member last attended a qualifying meeting on 1 October and elects to take parental leave from 1 December.

They must attend a qualifying meeting by no later than the end of the 12-month extended period, i.e., 30 September.

Example 2

A Member last attended a qualifying meeting on 1 October, decides to take parental leave from 1 December, but there is an election on 7 May.

If the Member stands and is re-elected, they must attend a qualifying meeting by no later than the end of the 12-month extended period, i.e., 30 September.

If the Member stands and is not re-elected, or decides not to stand for re-election, their parental leave and allowances will cease from the fourth day after the ordinary day of election when they would legally vacate office (subject to any specific legal provisions relating to a Chair of Council, Vice Chair of Council or Leader of Council).

Example 3

A Member attends a qualifying meeting on 1 Jan, takes parental leave from 1 April and attends another qualifying meeting on 10 June.

They must attend a further qualifying meeting by no later than 31 December. This is the end of the 12-month extended period, since this is later than six months from the date of the qualifying meeting they attended, i.e., 9 December.

Example 4

A Member attends a qualifying meeting on 1 Jan, takes parental leave from 1 April and attends another qualifying meeting on 15 September.

They must attend a further qualifying meeting by no later than 14 March. This is six months from the date of the qualifying meeting they attended as this is later than the end of the 12-month extended period, i.e., 31 December.

Example 5

A new Member is elected on 7 May, recently became a parent before this date and agrees with the Proper Officer to take a period of parental leave.

They must attend a qualifying meeting by no later than six-months in the future, i.e., 6 November, or such later date as may be determined by the Proper Officer.

Example 6

A new Member is elected on 1 June, becomes a parent after being elected and decides to take parental leave from 1 July, prior to attending any qualifying meetings.

They must attend a qualifying meeting by no later than the end of the 12-month extended period, i.e., 31 May.

Agenda Item 9



**South
Cambridgeshire**
District Council

Report to:	Council	23 March 2022
Leader of the Council on behalf of the Lead Cabinet Member:	Cllr Dr Tumi Hawkins	
Lead Officer:	Joint Director for Planning and Economic Development	

Waterbeach Neighbourhood Plan – Making (adopting) the Neighbourhood Plan

Executive Summary

1. The Waterbeach Neighbourhood Plan has been prepared by Waterbeach Parish Council. They formally submitted their plan and associated documents to South Cambridgeshire District Council (SCDC) in February 2021. A public consultation was carried out on this submission version of the plan. A successful examination was conducted on the plan by an independent examiner.
2. A referendum took place on the Waterbeach Neighbourhood Plan on 3 March 2022 where the majority of those who voted said 'yes' to SCDC using the plan to help it decide planning applications in the Waterbeach neighbourhood area. SCDC is required to formally make (adopt) the plan where there has been a successful referendum.

Key Decision

3. No - It was first published in the January 2022 Forward Plan.

Recommendations

4. It is recommended that Council:
 - a. Notes that the referendum for the Waterbeach Neighbourhood Plan took place on 3 March 2022,
 - b. As it was a successful referendum 'makes' (adopts) the Waterbeach Neighbourhood Plan (The made version of the plan is Appendix 1 of this report)

Reasons for Recommendations

5. Where a Neighbourhood Plan is successful at its referendum, national planning legislation requires that the Council must 'make' (adopt) the Neighbourhood Plan, unless the making of the Neighbourhood Plan would breach or be otherwise incompatible with EU or human rights obligations. Officers have concluded that the Waterbeach Neighbourhood Plan would not breach or be otherwise incompatible with EU or human rights obligations, as set out in the Considerations section (see below).
6. The Joint Director for Planning and Economic Development, in consultation with the Leader of the Council, has considered how the Council should proceed following the referendum and as this has been a successful referendum recommends that Council formally 'make' (adopt) the Waterbeach Neighbourhood Plan. Where a Neighbourhood Plan has been successful at referendum and should therefore proceed to being formally 'made' (adopted) by the Council, Cabinet agreed at its meeting on 26 July 2018 that the Joint Director for Planning and Economic Development has delegated authority to make the recommendation to Council, in consultation with the Lead Cabinet Member for Planning.

Details

1. The Waterbeach Neighbourhood Area was designated on 10 August 2015. The neighbourhood area is for the whole parish of Waterbeach and therefore includes the strategic new town allocation from the adopted Local Plan 2018. At the same time as the neighbourhood area was designated a 'Joint Working Agreement' was formally agreed between the Parish Council and South Cambridgeshire District Council (SCDC) which set out how the two councils would work together.
2. Officers provided informal comments on earlier drafts of the Neighbourhood Plan ahead of the formal pre-submission consultation process and recognise the hard work that those on the steering group of the neighbourhood plan have put into preparing the Plan. This group has strived to ensure that the whole village had an opportunity to have an input into the final Plan.
3. A Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) screening was undertaken on a draft version of the Neighbourhood Plan, and a screening determination was published in March 2020.
4. Pre-submission public consultation on the draft Neighbourhood Plan was undertaken by the Parish Council from 13 January to 24 February 2020. Officers provided a formal response to the consultation, providing constructive comments about the Neighbourhood Plan to assist the neighbourhood plan group with finalising the Neighbourhood Plan. Officers have met with the steering group to discuss how these comments and the current submitted Plan has taken most of them into account. The parish has taken their plan forward in a positive way.

5. The parish council has also had an independent health check of their Plan carried out once they had prepared a revised version of their Plan following the pre-submission consultation. This was carried out by an experienced neighbourhood plan examiner, Ann Skippers, who considered the Plan to be presented well with clear differentiation of planning policies and a clearly articulated vision. She considered each policy and suggested some changes to the Plan that have been considered by the parish council in preparing the submission version of their Plan.
6. On 2 February 2021, Waterbeach Parish Council submitted their Neighbourhood Plan to SCDC. Officers have confirmed, as set out in the Legal Compliance Check for the Neighbourhood Plan that the submitted version of the Neighbourhood Plan and its accompanying supporting documents comply with all the relevant statutory requirements at this stage of plan making.
7. We therefore were able to carry out a consultation on the Waterbeach Neighbourhood Plan from 16 February until 20 April 2021.
8. Officers, in conjunction with Waterbeach Parish Council, appointed an independent examiner to consider this Neighbourhood Plan. The examiner appointed to undertake the examination of a Neighbourhood Plan: must be independent of both the District Council and Parish Council; cannot be the same examiner that undertakes a health check of the Neighbourhood Plan; and must not have any interest in any land that may be affected by the Neighbourhood Plan. The examiner appointed was Peter Bigger of POC Penny O'Shea Consulting. On 10 May 2021 the Neighbourhood Plan, its accompanying supporting documents and all comments submitted during the public consultation on the submission version of the Neighbourhood Plan were provided to the examiner with a request for him to carry out the examination on the Neighbourhood Plan.
9. The examiner issued a clarification note on 20 May 2021 which SCDC responded to on 1 June and the Parish Council responded to by 9 June. A further question was issued for the parish council which they replied to on 11 June 2021.
10. The Examiner's Report was received on 2 August 2021. The examiner in his report concluded that subject to a series of recommended modifications the Waterbeach Neighbourhood Plan meets all the necessary legal requirements and should proceed to referendum. He also recommended that the referendum should be held within the neighbourhood area only.
11. Officers, in conjunction with Waterbeach Parish Council, reviewed the examiner's conclusions and recommended modifications, and agreed each of the recommended modifications considered necessary by the examiner for the Neighbourhood Plan to meet the Basic Conditions. Additional non-material modifications to the Neighbourhood Plan were also made by officers and agreed with Waterbeach Parish Council. A 'For Referendum' version of the Waterbeach Neighbourhood Plan was prepared including these modifications.
12. The joint Director for Planning and Economic Development having consulted with the Planning Lead Member agreed on 19 January 2022 the Referendum version

of the Waterbeach Neighbourhood Plan and that this plan should proceed to a referendum.

13. A referendum on the 'making' (adoption) of the Waterbeach Neighbourhood Plan was held on 3 March 2022. Voters were asked "Do you want South Cambridgeshire District Council to use the neighbourhood plan for Waterbeach to help it decide planning applications in the neighbourhood area?" The results were declared as follows:
- Yes votes: 637 (89.97%)
 - No votes: 71 (10.03%)
 - Turnout: 17.3%

Considerations

7. If a Neighbourhood Plan is successful at referendum as a result of more people voting 'yes' than 'no', the Neighbourhood Plan becomes part of the development plan for the area (National Planning Practice Guidance, Paragraph: 064, Reference ID: 41-064-20170728) and all planning decisions in the neighbourhood area will be made in accordance with the Neighbourhood Plan unless material considerations indicate otherwise. The formal 'making' (adoption) of the Neighbourhood Plan does not happen until agreed by SCDC's full Council at their next meeting following the referendum.
8. Following a successful referendum, SCDC has limited options in how to respond. National planning legislation requires that the Council 'makes' (adopts) the Neighbourhood Plan, unless the making of the Neighbourhood Plan would breach or is otherwise incompatible with EU or human rights obligations. National planning regulations also set out that where a Neighbourhood Plan is successful at referendum it should be 'made' within 8 weeks unless an alternative longer timescale is agreed with the Parish Council.
9. The Waterbeach Neighbourhood Plan was successful at its referendum as more than half of those that voted were in favour of SCDC using the Neighbourhood Plan to help it decide planning applications in the neighbourhood area. The Council is therefore required to 'make' the Neighbourhood Plan, unless the making of the Neighbourhood Plan would breach or is otherwise incompatible with EU or human rights obligations, which is one of the 'Basic Conditions' set out in national planning regulations that all Neighbourhood Plans must meet.
10. Officers have assessed whether the Waterbeach Neighbourhood Plan meets the 'Basic Condition' that the Neighbourhood Plan does not breach, and is otherwise compatible with, EU and human rights obligations at various stages during the preparation of the Neighbourhood Plan. Officers consider that the 'making' of the Waterbeach Neighbourhood Plan does not breach, and is otherwise compatible with, EU and human rights obligations. (see Appendix 2)
11. The Made version of the Waterbeach Neighbourhood Plan is included in Appendix 1 of this report. Officers have worked with Waterbeach Parish Council to update the Referendum version of the 'Neighbourhood Plan.

Timescales

14. SCDC's meeting of full Council on the 23 March 2022 will decide whether to formally make the Waterbeach Neighbourhood Plan. SCDC and Waterbeach Parish Council are keen to take the first opportunity to make the Waterbeach Neighbourhood Plan as it was a successful referendum vote.

Next Steps

12. Once the Neighbourhood Plan is formally 'made' (adopted) by full Council, officers will publish the decision to 'make' (adopt) the Neighbourhood Plan and send notifications to the necessary people and organisations as required by national planning regulations.
13. Once formally 'made' (adopted) the Waterbeach Neighbourhood Plan will form part of the development plan for South Cambridgeshire, and all planning decisions in the neighbourhood area will need to be made in accordance with the Neighbourhood Plan unless material considerations indicate otherwise.

Options

14. Where a Neighbourhood Plan is successful at its referendum, SCDC has limited options in how to respond. National planning legislation requires that the Council 'makes' (adopts) the Neighbourhood Plan, unless the making of the Neighbourhood Plan would breach or is otherwise incompatible with EU or human rights obligations. Officers have concluded that the Waterbeach Neighbourhood Plan would not breach or be otherwise incompatible with EU or human rights obligations, as set out in the Considerations section (see above).

Implications

15. In the writing of this report, taking into account financial, legal, staffing, risk, equality and diversity, climate change, and any other key issues, the following implications have been considered: -

Financial

16. The costs of the examination and referendum have to be initially met by SCDC. However, the Council can claim a £20,000 government grant per Neighbourhood Plan once it has been through the examination and a referendum date has been set. The Council will claim this government grant for Waterbeach Neighbourhood Plan in the next claim period.

Legal

17. Where a Neighbourhood Plan has been successful at referendum and should therefore proceed to being formally 'made' (adopted) by the Council, the Joint

Director for Planning and Economic Development has delegated authority to make the recommendation to Council, in consultation with the Lead Member for Planning (as agreed by Cabinet at its meeting on 26 July 2018). Following a successful referendum, national planning legislation requires that the Council 'makes' (adopts) the Neighbourhood Plan, unless the making of the Neighbourhood Plan would breach or is otherwise incompatible with EU or human rights obligations. A legal challenge may only be made on the basis of a procedural or other legal flaw in the plan making process.

Staffing

18. The responsibilities associated with delivering neighbourhood planning are being undertaken within the existing resources of the Planning Policy Team, drawing upon the expertise of other staff as required

Equality and Diversity

19. These issues have been considered in the preparation of the Neighbourhood Plan, as to meet the Basic Conditions a Neighbourhood Plan must not breach, and is otherwise compatible with, EU obligations, including Human Rights. Waterbeach Parish Council has included an assessment in their [Basic Conditions report](#) to examine the impact of the Neighbourhood Plan policies on persons who have a 'protected characteristic' and this assessment concludes that the Neighbourhood Plan will not result in negative effects on persons who have a 'protected characteristic' and that there may be positive impacts on persons with a 'protected characteristic'.

Consultation responses

20. The decision made by the Joint Director for Planning and Economic Development on 11 March 2022 that considered the results of the referendum on 3 March 2022 and as the referendum was successful was able to recommend that Council formally 'make' (adopt) the Waterbeach Neighbourhood Plan was shared with and agreed by the Leader of the Council prior to it being published.

21. The Leader of the Council has also agreed that the Waterbeach Neighbourhood Plan should be 'made'.

Alignment with Council Priority Areas

Growing local businesses and economies

22. By preparing a Neighbourhood Plan local communities are being given the opportunity to create planning policies that will encourage local employment. The Waterbeach Neighbourhood Plan includes aims, objectives and policies that seek to retain and encourage local businesses.

Housing that is truly affordable for everyone to live in

23. Local communities can within a Neighbourhood Plan consider the existing and future needs for housing in their area and positively plan to meet this need through a range of policies and / or allocations in their plan. The Waterbeach Neighbourhood Plan includes aims, objectives and policies that seek to deliver homes for the future.

Being green to our core

24. Neighbourhood planning is an opportunity for the local community to shape their local area and strengthen their communities by working together. Neighbourhood plans can include policies to protect the local character of an area, protecting the special green spaces and encourage net gains in biodiversity. These plans can also include policies about sustainability.

A modern and caring Council

25. Neighbourhood planning engages local people in the planning process by giving them a tool to guide the future development, regeneration and conservation of an area. SCDC has a duty to support Parish Councils preparing Neighbourhood Plans and this is a great opportunity for the Councils to work in partnership and to develop new ways of working together. Officers have been supporting the neighbourhood plan group throughout the preparation of the Neighbourhood Plan and have developed a good working relationship with the Parish Council and its planning consultant as a result.

Background Papers

[Waterbeach Neighbourhood Plan – earlier stages and supporting documents:](#)

[National Planning Practice Guidance](#) – Neighbourhood Planning;

- [Basic Conditions:](#)
- [Examination:](#)
- [Referendum:](#)
- [Updated guidance due to the Coronavirus pandemic -](#)

[Neighbourhood Planning Toolkit:](#)

[Planning Portfolio Holder \(10 August 2015\) Waterbeach Neighbourhood Area Designation](#)

[Joint Director for Planning and Economic Development – \(February 2020\) Council's response on the pre-submission version of the Waterbeach Neighbourhood Plan.](#)

[Lead Cabinet Member for Planning Decision Statement \(April 2021\)– Council's response on submission version of the Waterbeach Neighbourhood Plan](#)

[SCDC's decision statement on receipt of the Examiner's Report and its decision to proceed to referendum \(January 2022\)](#)

[Cabinet Meeting \(July 2018\)](#) – Neighbourhood Planning decision making process

Appendices

Appendix 1: Made version of the Waterbeach Neighbourhood Plan

Appendix 2: Basic Conditions Check of the Made Waterbeach Neighbourhood Plan

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WATERBEACH NEIGHBOURHOOD DEVELOPMENT PLAN 2020 TO 2031

MADE PLAN

MARCH 2022



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1. INTRODUCTION

- 1.1 This document is the made version of the Waterbeach Neighbourhood Plan (NP). It was prepared by the Waterbeach NP group on the behalf of the Waterbeach community. The NP group comprised of a group of parish residents and councillors. The Waterbeach NP was approved and submitted to South Cambridgeshire District Council (SCDC) by Waterbeach Parish Council (WPC).
- 1.2 The Localism Act 2011 introduced a number of measures allowing communities to shape the future of their area and to deliver the sustainable development that they need. One of these measures is the Neighbourhood Plan (NP). A NP can set policies for the use of land and rules for local development. Once a NP is made it will become part of the statutory development plan for the area and will be used in determining planning applications.
- 1.3 This plan has been widely consulted on prior to submission. At submission stage SCDC carried out a nine-week consultation . Following this, the plan was examined by an independent examiner. The plan went to a parish-wide referendum on 3 March 2022 where 89.97% of those that voted agreed to the NP being used for determining planning applications in Waterbeach. 10.03% voted against the plan. Following this successful referendum SCDC made the NP and it became part of the statutory development plan for the area.
- 1.4 At examination, the role of the examiner has been to check that the plan meets a set of basic conditions. These include:
 - Are the planning policies appropriate, having regard to the national policies and advice contained in guidance issued by the Secretary of State.
 - Does the NP contribute towards the achievement of sustainable development?
 - Are the neighbourhood planning policies in general conformity with the strategic policies in the Local Plan?
 - The plan must also not breach, and otherwise be compatible with, EU obligation and Human Rights requirements.
- 1.5 The Waterbeach NP cannot be used to stop development which is required of it by the South Cambridgeshire Local Plan and the national planning policy context set out in the National Planning Policy Framework 2021.
- 1.6 The Waterbeach NP covers the period 2020 to 2031. The plan relates to the development and use of land within the parish of Waterbeach.

2. POLICY CONTEXT

National

- 2.1 The national planning context for the Waterbeach NP is provided by the National Planning Policy Framework 2021 (NPPF) and national planning practice guidance.
- 2.2 ‘Having regard to’ national policy means that the NP must not constrain the delivery of important national objectives. The NPPF 2021 is important in that it provides an overarching steer for the planning system. For example, it introduces a presumption in favour of sustainable development in determining all planning applications (and provides a definition of sustainable development). It emphasizes the links between planning and other agendas such as climate change and health. It also describes how Green Belt policy should be applied.

District

- 2.3 The district planning context is provided by the adopted development plan for South Cambridgeshire. This is the South Cambridgeshire Local Plan adopted in September 2018.
- 2.4 South Cambridgeshire District Council (SCDC) has published its assessment of which policies it considers to be strategic. Virtually all policies are considered to be strategic. Whilst NP policies cannot contradict these, having to be in general conformity with them, they can provide more detail by, for example, applying them to specific sites or relating them to a Waterbeach parish specific context.
- 2.5 Key policies in the Local Plan applicable to the Waterbeach NP are set out in the table below.

Table 2.1: Implications of the Local Plan for the neighbourhood plan area.

Adopted Local Plan	Implications for the Waterbeach NP area
Policy S/1: Vision	The vision is a high-level vision for the district as a whole.
Policy S/2: Objectives of the Local Plan	Provides overarching objectives for the Local Plan which the NP needs to be in general conformity with.
Policy S/3: Presumption in favour of sustainable development	A high-level strategic policy that the NP needs to be in general conformity with.

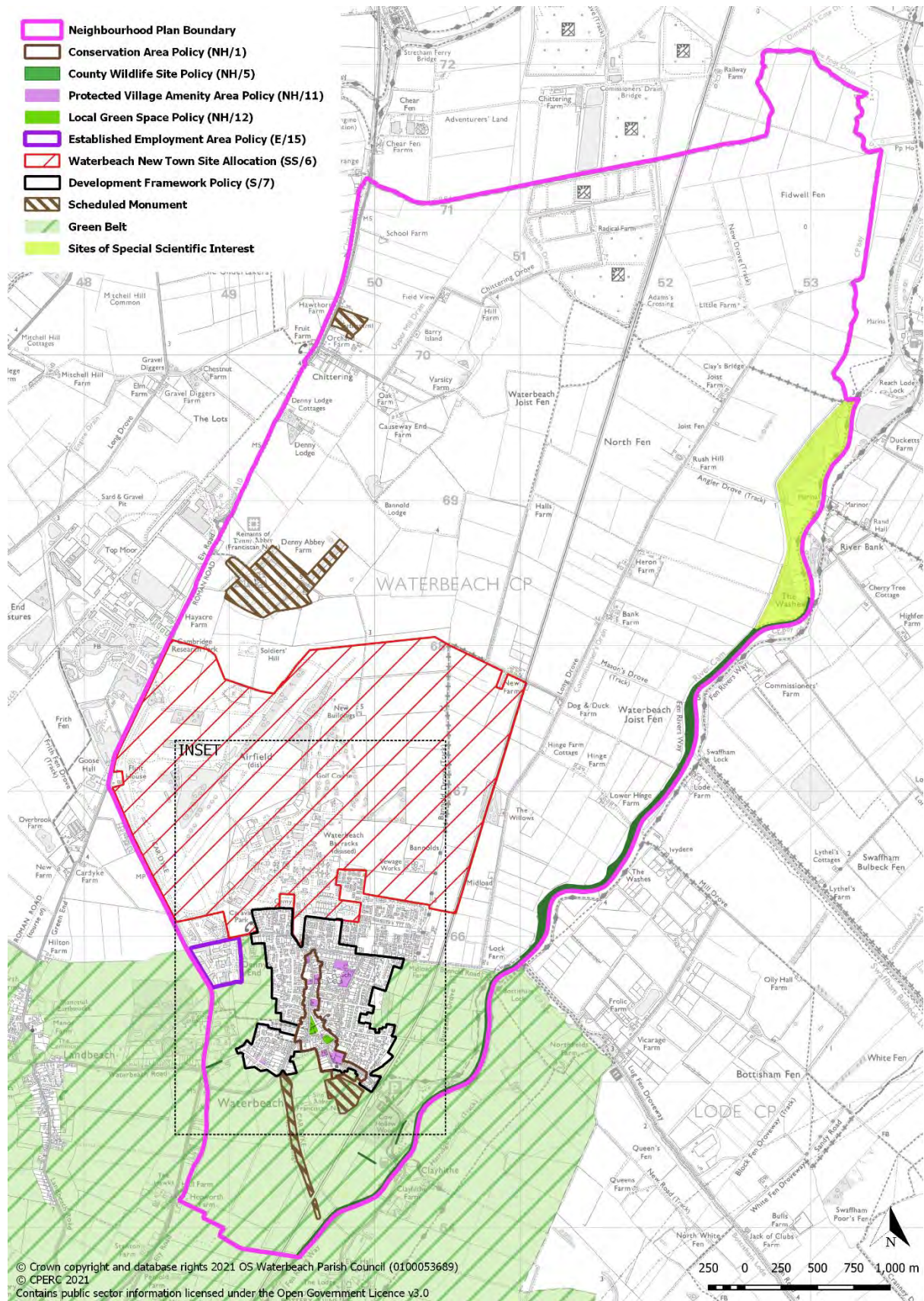
Adopted Local Plan	Implications for the Waterbeach NP area
Policy S/4: Cambridge Green Belt	The Cambridge Green Belt wraps around Waterbeach village in the southern part of the parish.
Policy S/5: Provision of New Jobs and Homes	A high-level strategic policy that establishes the level of growth the district is required to deliver during the plan period 2011 to 2031. This is 22,000 additional jobs to support the Cambridge Cluster and provide a diverse range of local jobs and 19,500 new homes, including affordable housing. Waterbeach New Town is a key part of the district council's overall strategy.
Policy SS/6: Waterbeach New Town	<p>This policy proposes a new town of approximately 8,000 to 9,000 dwellings and associated uses on the former Waterbeach Barracks and land to the east and north. The policy envisages Waterbeach to be a "sustainable and vibrant new community that is inclusive and diverse with its own distinctive local identity which is founded on best practice urban design principles, drawing on traditions of fen-edge market towns, which encourages the high-quality traditions and innovation that are characteristic of the Cambridge sub-region".</p> <p>In line with the policy, SCDC adopted a Supplementary Planning Document (SPD) in February 2019 to cover the Waterbeach New Town.</p>
Policy S/7: Development Frameworks	Waterbeach village itself has a settlement boundary and this policy restricts development (other than that coming forward as part of the new town) to the area that falls within this settlement boundary which is called a development framework.
Policy S/9: Minor Rural Centres	Identifies Waterbeach village as a minor rural centre within which residential development schemes of up to 30 dwellings can come forward (inside the development framework).

Adopted Local Plan	Implications for the Waterbeach NP area
Policy HQ/1: Design Principles	A strategic policy requiring new development to be of a high-quality design, with a clear vision as to the positive contribution the development will make to its local and wider context. The policy contains 15 overarching design principles that should be adhered to depending on the scale and nature of the proposed development.
Policy NH/2: Protecting and enhancing landscape character	A strategic policy requiring development to respect and retain or enhance the local character and distinctiveness of the local landscape and the individual National Character Area in which it is located.
Policy NH/4: Biodiversity	A strategic policy which requires development to maintain, enhance, restore or add to biodiversity.
Policy NH/5: Sites of Biodiversity or Geological Importance	A strategic policy that applies to land within or adjoining a Site of Biodiversity or Geological Importance in the district. In Waterbeach parish there are County Wildlife Sites and Sites of Special Scientific Interest that this policy applies to.
Policy NH/6: Green Infrastructure	A strategic policy applying to all green infrastructure in the parish.
Policy NH/8: Mitigating the impact of development in and adjoining the Green Belt	A strategic policy applying to land within or adjoining the Green Belt in the district. Green Belt land wraps around Waterbeach village in the southern part of the parish.
Policy NH/11: Protected Village Amenity Area	Waterbeach includes a number of protected village amenity areas (these are marked on the Local Plan Proposals Map). These are: 1) amenity land in front of bungalows on Cambridge Road at the Coronation Close junction 2) an area of green space, comprising private gardens and public amenity grassed area with bench next the chip shop (opposite Bannold Road junction) on the High Street 3) private gardens with mature planting and attractive wall on the corner plot of Waddelow Road and the High Street 4) a

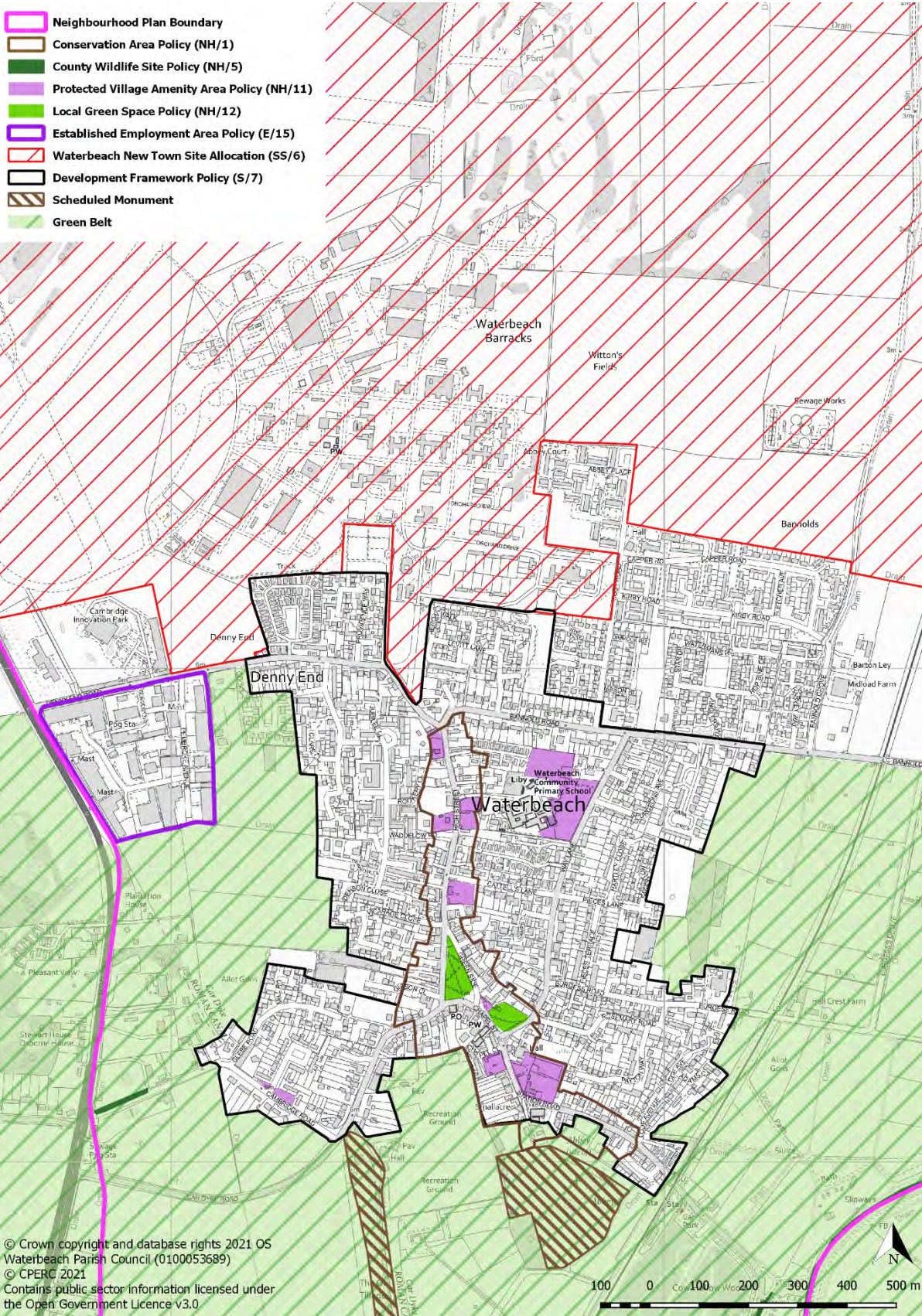
Adopted Local Plan	Implications for the Waterbeach NP area
	<p>large area of public and private land alongside the Primary School fronting the High Street 5) the school amenity land on the eastern side fronting Way Lane 6) a corner plot of private garden space including mature trees and attractive wall at the junction of Cattel's Lane and the High Street 7) a small plot of land between the Green and the Gault outside the Chinese takeaway on Greenside/Chapel Street 8) private gardens with mature planting and attractive wall on the Chapel Close/Station Road corner plot and 9) large plot of private land including mature gardens, wall and historic buildings of The Hall along Station Road. This policy does not allow for development within or adjacent to those areas if it would have an adverse impact on the character, amenity, tranquillity or function of the village.</p>
Policy NH/12: Local Green Space	<p>Waterbeach includes 2 areas of land which are designated as Local Green Spaces. This designation applies to the Green in the middle of the village and the open space area to the south east of this referred to as the Gault.</p>
Policy NH/14: Heritage Assets	<p>The Waterbeach Plan Area includes 4 parcels of land which are designated as scheduled monument. These are:</p> <ul style="list-style-type: none"> • Denny Abbey • Car Dyke • Site of the Waterbeach Abbey • Romano-British Settlement at Chittering
Policy H/9: Housing Mix	<p>A district-wide strategic policy providing a generic requirement regarding housing type and size for market schemes.</p>
Policy H/10: Affordable housing	<p>A strategic district-wide policy that requires residential schemes of 11 units or more to deliver 40% of units as affordable homes.</p>

Adopted Local Plan	Implications for the Waterbeach NP area
Policy H/11: Rural exception site affordable housing	A strategic district-wide policy providing an existing policy mechanism for the delivery of rural exception sites in the parish.
Policy E/15: Established Employment Areas	The NP area includes one designated employment area bounded by the A10 to the west and Denny End Road to the north.
Policy E/21: Retail Hierarchy	A strategic district-wide policy which the NP needs to be in general conformity with.
Policy SC/3: Protection of village services and facilities	A strategic district-wide policy which gives land use protection for existing community and sports facilities.
Policy TI/2: Planning for sustainable travel	A strategic district-wide policy which the NP needs to be in general conformity with.

2.6 Map 2.1 shows the adopted Local Plan designations specific to Waterbeach parish (the NP area) and Map 2.2 shows a close up of this (the village inset) focusing on Waterbeach village.



Map 2.1 Local Plan designations – parish wide

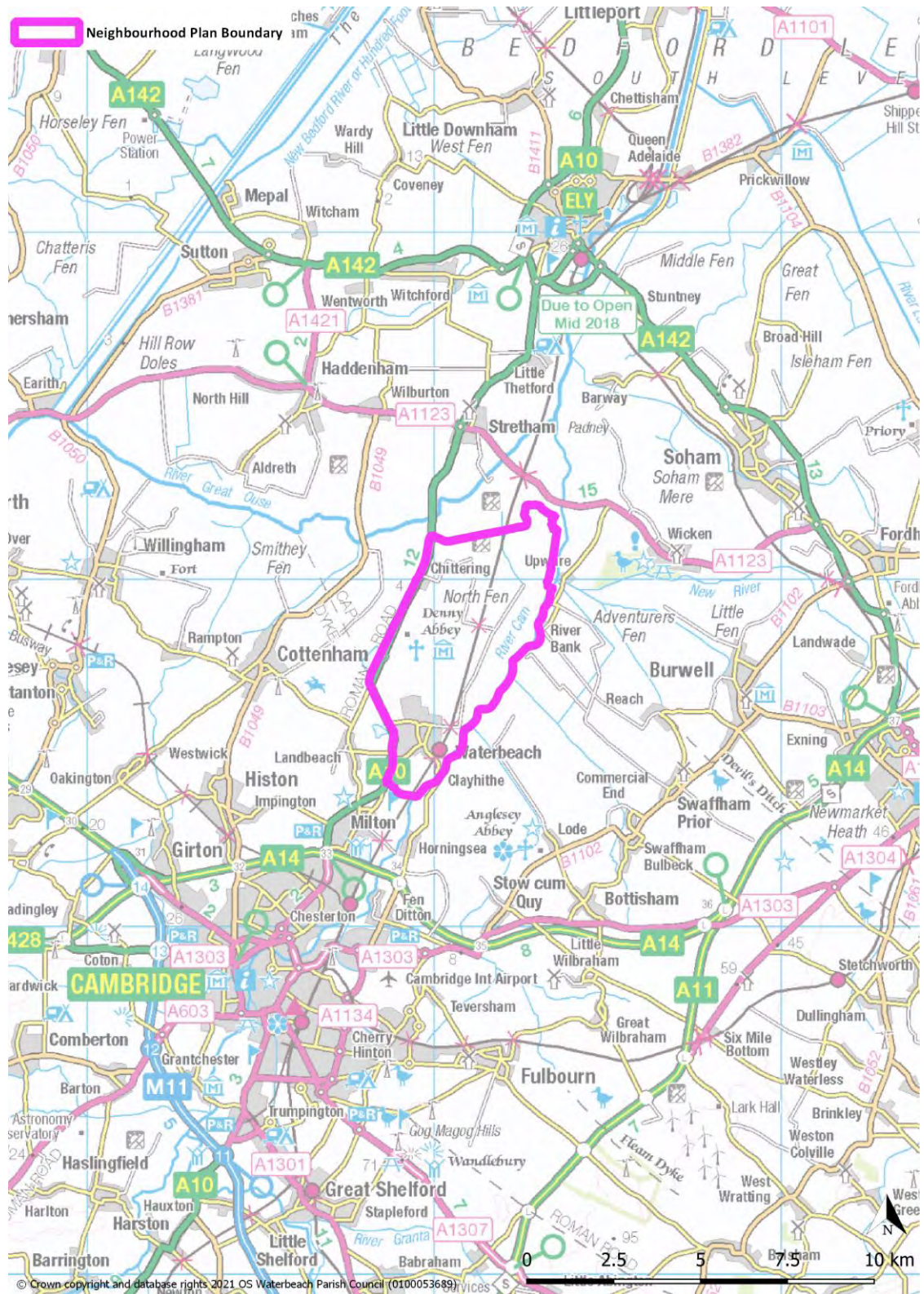


Map 2.2: Local Plan designations – village inset

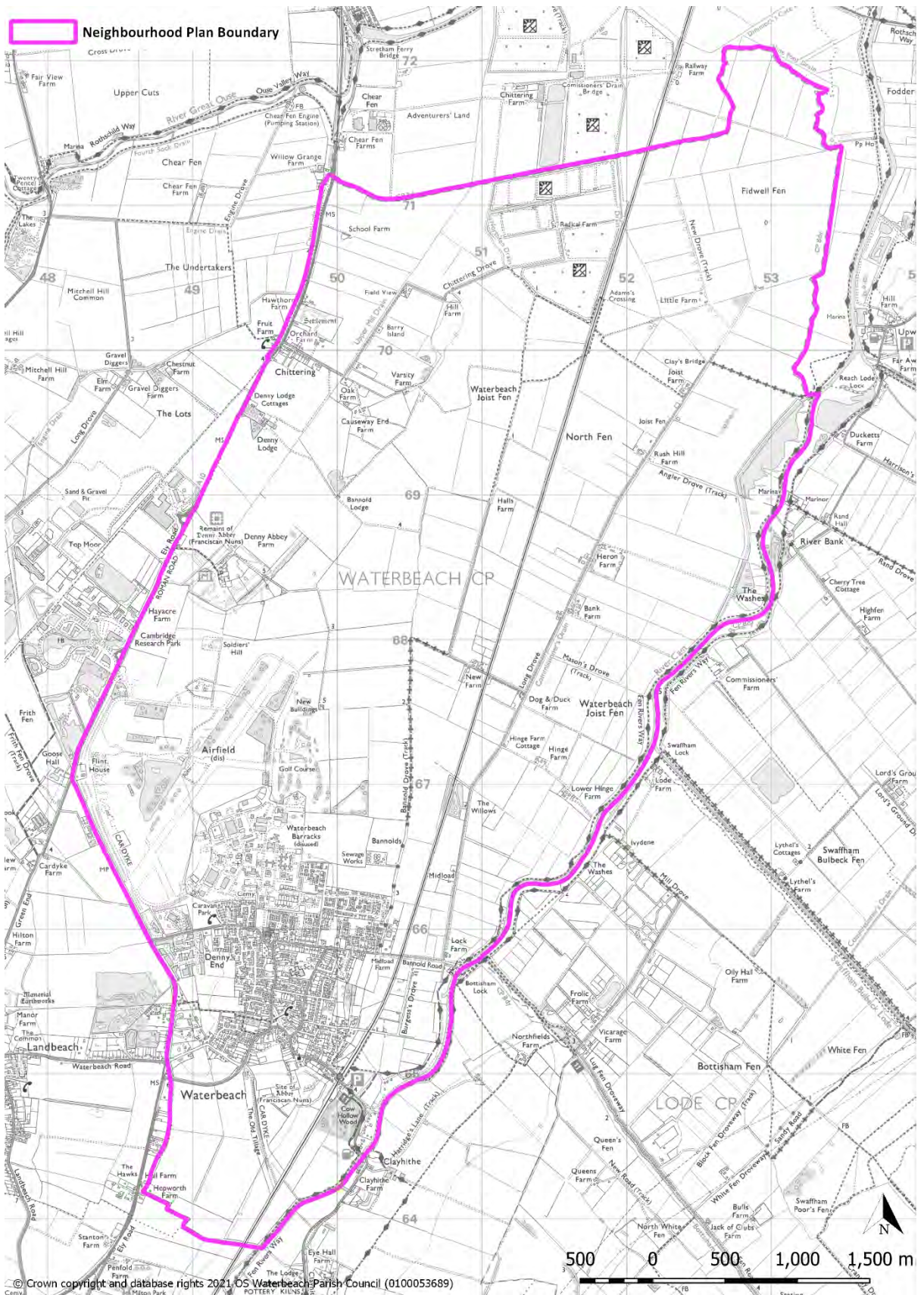
3. THE NEIGHBOURHOOD AREA

Geography

- 3.1 The parish of Waterbeach is relatively large in land area terms covering about nine square miles. The majority of this land area is undeveloped and made up of the fens and farmland. The village lies in the south of the parish and is about six miles north of Cambridge. The parish also includes the hamlet of Chittering to the north. Much of the land between the hamlet of Chittering and Waterbeach village is the former RAF base/army barracks. It is this area of land and adjoining farmland which comprises the Local Plan strategic site allocation of Waterbeach New Town.



Map 3.1: Neighbourhood Plan Area and Wider Area



Map 3.2: The Neighbourhood Plan Area

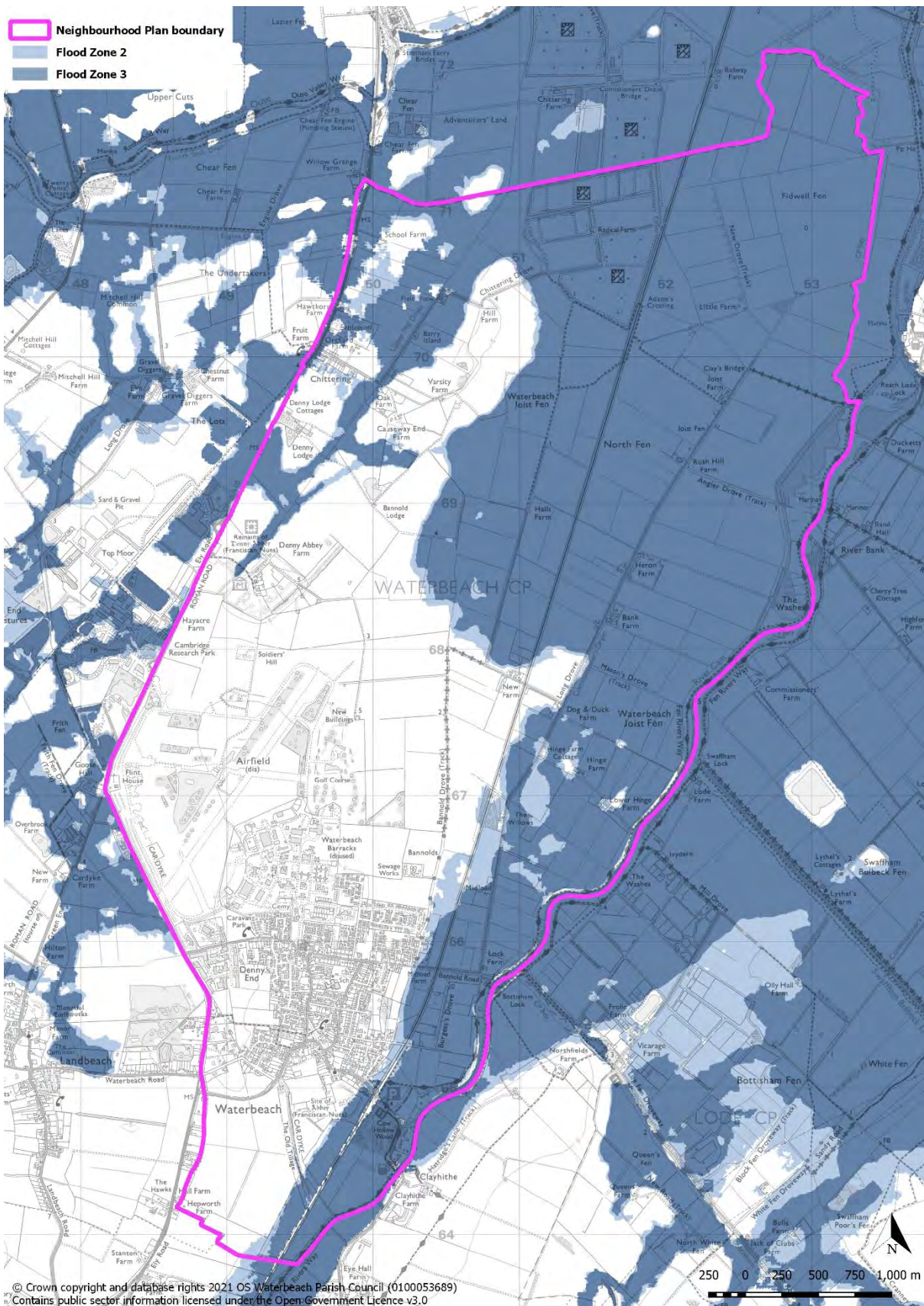
- 3.2 The A10 forms a western boundary to the parish and a rail line runs north/south through the parish linking Cambridge and Ely and beyond. Waterbeach has a railway station from which a regular half hourly service runs during peak times and an hourly service runs during the non-peak period (although the off-peak service is expected to increase soon).

Local Facilities

- 3.3 The scale of Waterbeach means it is well served in terms of local facilities for a village. There are a range of shops, a library access point, a range of community meeting spaces (Salvation Army Hall, Denson Close Day Centre, St Johns Church Community Room, village hall and community room), outdoor recreation space at Waterbeach Recreation Ground, and two allotment sites. There is also a primary school and doctor's surgery.

Landscape

- 3.4 In terms of landscape, Waterbeach village is often described as a fen edge settlement. The northern and eastern parts of the parish fall within the Fens National Landscape Character Area and is notable for its large-scale, flat, open landscape with extensive vistas to level horizons. The level, open topography shapes the impression of huge skies which convey a strong sense of place, tranquillity and inspiration. It is a large, low-lying, flat landscape with drainage ditches, dykes and the River Cam flowing along the eastern parish boundary. The eastern horizon comprises the Wicken Fen Vision area which is a 100-year plan to deliver 53 square kilometres of diverse fenland landscape for wildlife (we are 20 years into this plan). To the north east of Waterbeach Parish is Cam Washes, a Site of Special Scientific Interest which is a site on the banks of the River Cam composed of pastures which are seasonally flooded. It is described by Natural England as an important site for wintering and breeding wildfowl and waders.
- 3.5 The south-western part of the plan area falls within the Bedfordshire and Cambridgeshire Claylands National Landscape Character Area.
- 3.6 No area of land within the plan area falls above 10 metres above sea level.
- 3.7 The Cambridge Green Belt wraps around Waterbeach village in the southern part of the parish.
- 3.8 Map 3.3 shows the extent of the fluvial flood risk in the plan area.



Map 3.3: Flood map

Population

- 3.9 Population, in 2013, was estimated to be 3,980¹ which marks a fall from over 5,000 in 2011. 2015 population estimates however show some recovery in population; 4,150 in 2013 and 4,420 in 2015. This fall in population reflects the closing of the army barracks (which was previously an RAF base until 1966) in early 2013. Most of the people reside in Waterbeach village with only about 100 people in Chittering and a similar number in outlying dwellings.
- 3.10 Since 2013, the population of Waterbeach is thought to have grown again and is expected to grow significantly further. This growth is linked to completed and planned housing developments. During the period 1 April 2011 to 31 March 2019, SCDC have recorded 351 completed dwellings (net) in the parish. As of the end of March 2019, and as reported in SCDC's 2019 Annual Monitoring Report, existing dwelling commitments in the parish include 9,000 for the Waterbeach New Town (through the local Plan allocation), 20 dwellings (via consent not allocated) on land off Gibson Close (now constructed), and further dwelling commitments for a further 20 dwellings on sites of 9 units or less.
- 3.11 An outline planning application S/0559/17/OL was approved in September 2019 for up to 6,500 new homes and associated facilities. This development is being brought forward by Secretary of State for Defence and Urban and Civic Plc. The planning permission covers the MoD-owned land (former barracks and airfield) that is the western part of the Waterbeach New Town strategic site allocated in the Local Plan. SCDC's planning committee in January 2021 resolved to approve a further outline planning application S/2075/18/OL for up to 4,500 new homes and associated facilities, subject to the completion of a s106 agreement. This development covers the eastern (remainder) part of the Waterbeach New Town strategic site and is being brought forward by RLW Estates. In March 2018, RLW submitted a planning application (planning reference S/0791/18/FL) to SCDC with proposals to relocate the existing Waterbeach railway station. This was approved on 9 January 2020. According to RLW proposals, the new station will be built for eight carriage trains with land safeguarded to allow future expansion to twelve carriage platforms.

Housing

- 3.12 An analysis of existing dwelling stock as well as other demographic indicators was provided by Cambridgeshire ACRE in 2017 in a report called the Demographic and Socio-Economic Review for Waterbeach (DSE Review). It is estimated that there were

¹ Cambridgeshire Population and Dwelling Stock Estimates: mid 2013, Cambridgeshire County Council 2014

2,070 dwellings in Waterbeach in 2015². Across the whole housing stock, detached and semi-detached dwellings are the dominant types although less so than in many villages. Terraced houses account for a quarter of all dwellings. Flats (seven per cent) and park homes (five per cent) also make up a significant minority of stock.

- 3.13 Affordable housing (see glossary for definition) makes up a similar proportion of the housing stock as elsewhere in South Cambridgeshire and Cambridgeshire. In 2011 there were 280 affordable homes available on a rented basis and 17 shared ownership properties. Together these accounted for 15 per cent of housing stock.
- 3.14 Market prices for both purchase and rent are beyond the means of many Waterbeach households. As at September 2018, there were 116 households with a local connection to Waterbeach parish on the Housing Register. The vast majority of need (based on eligibility rather than preference) is for small dwellings (2 bed or less) and is predominantly from people aged below 60.

Employment

- 3.15 As noted in the DSE Review undertaken by Cambridgeshire ACRE in 2017, the industrial structure of employment in Waterbeach has changed significantly in recent years. Prior to 1993, employment was dominated by the army barracks to the north of the village. However, a strong employment base in the parish has continued since the closure of the barracks in 2013 via, for instance, the operation of Denny End Industrial Estate. Business Register and Employment Survey data is available and excludes HM armed forces personnel (and the self-employed) thereby avoiding any data issues resulting from the barracks closure. It highlights that although manufacturing employment has declined between 2011 and 2015, it remains a significant employer in Waterbeach accounting for 18 per cent of employees in employment (12 per cent in South Cambridgeshire). Much of the growth has been in 'high-tech' sectors such as 'computer programming, consultancy and related activities', 'scientific research and development' and 'other professional, scientific and technical activities'. There has also been growth in construction and wholesale trade. Cambridge Innovation Park on Denny End Road has also been growing with the recent addition of Blenheim House to Stirling House.

Work-life patterns

- 3.16 The DSE Review reports that, unusually for a village, there are significant commuting flows in and out of Waterbeach. The out-commuting is largely accounted for by Waterbeach and nearby village residents commuting to Cambridge and by train to London with a smaller amount commuting into South Cambridgeshire. The in-

² Cambridgeshire Population and Dwelling Stock Estimates: mid 2015, Cambridgeshire County Council 2017

commuting is accounted for by workers travelling in from other local authority areas such as East Cambridgeshire. The level of commuting in and out of Waterbeach parish is also reflected in the figures on annual passenger usage at Waterbeach station. The Ely to Cambridge Transport Study published by the Greater Cambridge Partnership in January 2018 reports that annual passenger figures for entries and exits in 2016/2017 was 420,730. This has increased significantly since 2011/12 when total passenger numbers at Waterbeach station was recorded at 312,220, this again representing an increase of 118% since 2001/2002. The Ely to Cambridge Transport Study states that growth at Waterbeach railway station has increased fivefold since 1997/98. Overcrowding on the train is now common with some services not accommodating all passengers wanting to travel. Since the opening of Cambridge North railway station, passenger numbers using Waterbeach railway station have started to decline but numbers are still significant (recorded as 407,000 in the 2018/2019 figures published by Office of Rail and Road).

A Thriving Community

- 3.17 In many respects Waterbeach is a thriving community. It has many strong community groups and well-attended community events throughout the year. The annual village Feast, a major village event, draws a significant proportion of the village onto the village green for the day to see the parade, shows and community group stalls. For many years there has been a Christmas Carol service attended by hundreds of villagers also on the green. Both the events are run by the Waterbeach Community Association which organises social events and fundraising throughout the year. The Community Association also publishes the village magazine, the Beach News, several times a year.
- 3.18 Another well-attended annual event is the beer festival run by Waterbeach Colts football club which has now been running for 16 years. The village also has a thriving art community. An event which has been running for several years now is Summer at the Beach, an exhibition of local artists work, run over a 3 week period each July. The event also includes live music, other live performances and a pop-up café. Further examples of other community events include the Beach Sessions which provides the village with a diverse range of live music on a frequent basis, and annually the Waterbeach running festival and Waterbeach yard sales.
- 3.19 Waterbeach Community Groups include:
- Guides and Scouts
 - Beach Bowls Club
 - Happy Folks Club
 - Waterbeach After School Playscheme
 - Waterbeach & District Gardening Club
 - Waterbeach Angling Club

Waterbeach Badminton Club
Waterbeach Brass
Waterbeach Colts F.C.
Waterbeach Community Land Trust
Waterbeach Community Playgroup
Waterbeach Cricket Club
Waterbeach Day Centre for the Elderly
Waterbeach Juggling Club
Waterbeach Theatre Company
Waterbeach Toddler Playgroup
Waterbeach Village Society
Waterbeach WI
WAY (Waterbeach & Landbeach Action for Youth) which runs the youth club

- 3.20 The village also greatly benefits from:
- Beach Social Club
 - Waterbeach Military Heritage Museum
 - Waterbeach Independent Lending Library

4. KEY ISSUES

4.1 The key issues facing Waterbeach parish today are set out in this chapter:

Issue 1: Transport

4.2 Transport infrastructure is the number one concern shared by the community. In an early community engagement exercise undertaken by the NP steering group, the community were asked to rank in order of importance the areas of most concern. From a response count of 155, transport infrastructure received the highest average rating.

4.3 The concerns can be broken down into three key areas:

- Congestion at pinch points on the A10 between Ely and Cambridge
- Traffic volume and speed through the village
- Impact of on street parking on local business and residential amenity

Issue 1i: Congestion on the A10

Congestion at pinch points on the A10 corridor between Ely and Cambridge is undisputed¹. It is a significant issue with daily delays experienced in peak hours.

Who is it an issue for?

- Parish residents needing to access A10 during peak hours.
- Non-parish residents driving along the A10 Ely to Cambridge road corridor.

¹ A variety of studies have been undertaken including the Ely to Cambridge Transport Study 2018, Feb 2018 (undertaken by Mott McDonald for Cambridge County Council) and a consultation undertaken by Jacobs in summer 2020 on behalf of the Cambridge and Peterborough Combined Authority (https://drive.google.com/file/d/1r3jEcWWNf_SXP6RaKtFUjjeMKXoMrmJE/view).

Issue 1ii: Traffic volume and speed in the village

Drivers use the village as a through route as a way of by-passing congestion on the A10. Traffic entering the village from the A10 onto Denny End Road is often travelling at inappropriate speeds which impacts negatively on the pedestrian environment and residential amenity along Denny End Road particularly where this includes HGV vehicles.

Who is it an issue for?

- Waterbeach parish residents.
- Children and carers walking to and from school using the high street entrance.
- Impacts on village centre, conservation area etc.
- Residential amenity along Denny End Road, Station Road etc.

Issue 1iii: On street parking in village centre

Unavailability of parking spaces close to shops and services. There is evidence of users of Waterbeach station leaving their cars parked on streets within the village all day.

Who is it an issue for?

- Local businesses.
- Local users of local shops and businesses.
- Pedestrian environment and residential amenity where parked cars obstruct pavement/safe crossing points.



Figure 4.1 Commuter parking alongside St Andrews Hill at the Station Road junction undermining pedestrian safety at an already wide crossing point.

Issue 2: Pressure on Local Services and Communities

- 4.4 There is a concern among the local community that local facilities such as pre-school services are nearing capacity in the parish. There is a fear that this pressure will continue as the population rises due to a growing population from recently completed development prior to the additional infrastructure that is anticipated as part of the Waterbeach New Town strategic development.
- 4.5 There is a medical surgery in the parish of Waterbeach located in Rosalind Franklin House on Bannold Road. This surgery serves Landbeach, Horningsea, Clayhithe and Chittering. Currently the practice has three GPs. The surgery is very busy (as at 2017, it had nearly 5,000 registered patients) and under increasing pressure as new residents move into the area for example into the completed development on Cody Road. The Local Plan requires, as part of the Waterbeach New Town, the provision of additional healthcare provision including a new GP surgery, to be phased as new development comes forward. In the interim, the community and the GP surgery are concerned about existing capacity at Rosalind Franklin House.
- 4.6 Community groups run by volunteers are considered fundamentally important to the cohesion, sustainability and quality of life for Waterbeach residents. The biggest threat to the 30 plus community groups operating within the parish is their reliance on a relatively small pool of volunteers. To sustain the current level of community groups (and meet the increased demand due to housing development already taking place) it is necessary to enable residents and those working locally to achieve a

work-life balance that enables them to become part of the essential volunteer work force by reducing time spent commuting and providing affordable housing solutions.

4.7 Historically many of the community groups have made use of the facilities at what was the MOD barracks. Prior to closure the barracks provided facilities for parish residents to swim, play golf and fish in the lakes. Facilities are currently used for Brass Band rehearsals, winter football training, Waterbeach Running Festival, Junior Triathlon Club and temporarily for Brownies (for full list see magazines from Waterbeach Barracks developer Urban & Civic). It is essential that existing facilities are safeguarded, that the new provision of facilities keeps pace with the recent new housing developments, and that there is no lag in the provision of facilities required to support the new residents of the strategic site. Facilities must be accessible through appropriate transport infrastructure.

4.8 The issue can be broken down into two key elements:

- Pressure on existing community services such as primary school and GP provision in meeting the demands of a growing population before additional infrastructure is provided as part of Waterbeach New Town.
- Pressure on existing volunteering sector in the parish due to difficulty in recruiting volunteers and concern over meeting space facilities.

Issue 2i: Social infrastructure (e.g. schools and health) does not meet demand

Pressure on existing community services such as primary school and GP provision in meeting the demands of a growing population before additional infrastructure is provided as part of Waterbeach New Town. However, the recent expansion of the existing primary school provides capacity for educating village primary age children for the foreseeable future.

Who is it an issue for?

- Service providers (schools and GPs) and service receivers.

Issue 2ii: Capacity of the volunteering sector in Waterbeach meeting demand

Pressure on existing volunteering sector in the parish due to difficulty in recruiting volunteers and concern over meeting spaces.

Who is it an issue for?

- The community as a whole.

Issue 3: Cost of Local Housing

4.9 The average cost of a 2-bedroom house in Waterbeach as at December 2017 was £297,700 and the average weekly rental level in Waterbeach was £199 per week (average over the period February 2017 to January 2018) (source: hometrack). This is out of the reach for many local people and reflects the cost of housing versus average earnings district wide. The National Housing Federation maintains data³ for the purpose of monitoring the national housing crises. Data made available in October 2020 shows that the average (mean) house price across South Cambridgeshire was £408,857 and the mean monthly private sector rents was £1012.00. Meanwhile mean annual earnings in 2017 in the district were £38,766 giving the district an affordability ratio of 11 (higher than East Cambridgeshire and lower than Cambridge).

4.10 An indication of the need for more affordable housing is the Housing Register maintained by South Cambridgeshire District Council (SCDC). In September 2018 there were 116 households with a local connection to Waterbeach on the SCDC Housing Register. The vast majority of need in terms of affordable housing is for small dwellings (2 bed or less) where this is based on eligibility rather than

³ Accessed via <https://www.housing.org.uk/resources/home-truths/>

preference (i.e. a 2-bed property could include four people where a couple have two children of different sex under the age of 10 or two children of the same sex under the age of 16).

Issue 3i: Shortage of affordable housing

There is a shortage of affordable housing in the parish.

Who is it an issue for?

- Local residents who would be eligible for affordable housing not having access to adequate housing.

4.11 The cost of housing doesn't just affect those with affordable housing needs but also those reliant on the market to meet their needs. Housing costs will have the effect of driving many people away from an area in search of lower cost market housing.

4.12 The issue can be broken down into three related elements.

- Need for more affordable housing⁴ to meet the needs of those local residents who are eligible for affordable housing.
- An increasing trend for Waterbeach residents to be working out of parish.
- A risk that local employers will not be able to employ local residents if their salaries are not sufficient to cover the costs of housing.

⁴ For definition of affordable housing please see glossary.

Issue 3ii: An increasing trend for Waterbeach residents to be working out of parish

There is a significant level of in and out commuting of the parish on a daily basis. Whilst this reflects the employment opportunities within the parish it is probable that it is also a symptom of the cost of housing within the parish. There tends to be a 'north to south' flow with in-commuters commuting from cheaper housing market areas to the north of Waterbeach whilst Waterbeach residents commute southwards to employment centres where housing costs are considerably higher.

Who is it an issue for?

- Waterbeach residents who may have to travel out of the parish (Cambridge or Cambridge area and some to London) to place of employment to pay cost of housing. Journey times can be very unpredictable. This has a knock-on impact for work/life balance e.g. young families where parents have to leave children in nursery for long hours.
- Community groups within the parish such as Denson Close Day Centre, Happy Folks Club, the community car scheme, the Community Association who are increasingly struggling to source volunteers and consider (as reported during early community engagement with the community groups) a key reason for this to be the poor access (experienced by volunteers) to housing close by and cost/difficulty of transport to Waterbeach.
- Local employers seeking to employ local people and local residents if this leads to relocation of valued local businesses.

Issue 4: A Vulnerable Village Centre

- 4.13 In many respects, Waterbeach village has a strong and thriving village feel, full of character and providing a range of services (particularly around Greenside) including a post office, hairdressers, restaurants, pubs, takeaways, a pharmacy, a bakery, a coffee shop and until recently a family butchers. The much-valued family butcher's shop on the High Street closed down in October 2017 and has now been occupied by a local optician. The range of facilities and shops have declined dramatically since the 1970s and 1980s. In comparison with then, residents consider there is a limited choice in shops in Waterbeach village.
- 4.14 At an early stage of community engagement, local businesses in the Village Heart were asked about positive aspects, negative aspects and any specific needs they had. The following was reported:

Good Aspects:

- Friendly nature/good local shops and good community spirit
- Most of the customers were local
- Good access to road and rail access to Cambridge and London

Bad aspects:

- Bad parking and road network
- Unavailability of parking spaces for the local shops (and their customers)
- Traffic congestion through the village at peak times
- No bank or variety of attractions/shops
- Very poor facilities for pedestrians particularly at village stores

Some requested improvements:

- Improved parking arrangements such as resident permits and 3 hour limit parking for non-residents
- Restricting through traffic on the eastern side of the green making this more appealing for cyclists and pedestrians but not restricting residents' parking
- Cheaper business rates and tax
- More events in the village to attract more people
- Make village much more pedestrian and cycle friendly – priority for pedestrians and cycles over cars
- Areas dedicated to cycle parking
- A wider pavement outside the village stores

4.15 A key challenge for the Waterbeach NP and for the Waterbeach community is to make sure the Village Heart continues to function as a local shopping parade for local people as progress on the Waterbeach New Town comes forward. There will also be opportunities to be realised from the expanded customer base but retail facilities in the Waterbeach New Town could potentially undermine the viability of shops and services in Waterbeach village by drawing customers away. It also has some key strengths including its location in the attractive historic heart of the village close to other village amenities.

Issue 4: A vulnerable village centre

It is important that the village centre can adapt to change and be strengthened as a focus for local shops and services in the historic heart of the parish.

Who is it an issue for?

- Owners/operators of local shops and services.
- Local residents who are dependent on local shops and services to meet their daily needs.
- For the village community as a whole it is important because it provides the village with a sense of identity.

Issue 5: Development of the Former Army Barracks

- 4.16 The development of the former army barracks and land to the east of this area is undoubtedly a significant issue for the Waterbeach community. In the early community engagement work undertaken in November 2016, this issue ranked as third most important out of a choice of nine. Primary concerns are those associated with impact on transport infrastructure (covered above under issue 1 and impact on local services and community infrastructure (covered above under issue 2).
- 4.17 There are also concerns regarding the physical impact on the existing special qualities of the NP area including the rural nature of the settlement, the special qualities of the landscape, the impact on the River Cam and its setting and the impact on key heritage assets, in particular, Denny Abbey.
- 4.18 The community are also concerned about the quality of some of the development schemes that have come forward within the parish to date as well as the wider impact of the development on the identity of Waterbeach as a place. A priority for the community is that a sense of place is maintained or strengthened through the plan period.

Issue 5: Development of the former army barracks and land to the east and north

- Impact on transport infrastructure, local services and community infrastructure.
- Physical impact on aspects of the parish which residents and others have a particularly high regard for including the landscape, River Cam, Denny Abbey and public rights of way network (including bridleways).
- Concerns about the overall quality of development coming forward.
- Impact on identity.

Who is it an issue for?

- Everybody and the parish as a whole.

Issue 6: Potential Relocation of Waterbeach Railway Station

4.19 Plans are in place to relocate the existing railway station currently located in the south eastern corner of the parish within close walking distance to Waterbeach village. The Local Plan includes in strategic Policy SS/6 a commitment for the relocation of the railway station and in March 2018, RLW Estates submitted a planning application (planning reference S/0791/18/FL) to SCDC with proposals to relocate the existing station. This was approved by SCDC in January 2020. The closure of the existing railway station will have direct impacts on those residents who are currently within easy walking access of the station. It is also anticipated there will be a noticeable change in the feel and character of this part of the village which currently experiences high pedestrian footfall and parking activity during the morning and afternoon peak.

Issue 6: Relocation of Waterbeach Railway Station

- Reduction in access to convenient public transport service for residents located in this part of the parish.
- Impact on street scene along Station Road including reduction in commuter parking, reduction in pedestrian footfall during morning and afternoon peak.
- Potentially an increase in speed of road traffic if reduction in on street parking levels.
- Potential for street scene improvements along Station Road.

Who is it an issue for?

- Residents in this part of parish.
- Important heritage assets in this part of the parish.

Strengths, Weaknesses, Threats and Opportunities

- 4.20 In order to inform plan development, the NP steering group drafted an analysis of the key strengths, weaknesses, opportunities and threats. This is an important part of the planning process since the NP should be (as far as is within its scope) focused on protecting the good, managing the threats, addressing the weaknesses and making the most of its opportunities.

Table 4.1: SWOT Analysis of the Waterbeach NP area

<p>The Good</p> <ul style="list-style-type: none"> • Thriving volunteer and community sector • Strong sense of identity with events such as Waterbeach Feast • For businesses: Friendly nature with good local shops • For businesses: Good road and rail access to Cambridge and London • Semi-rural setting • River including cycle path during summer • Recreation ground and all open spaces • Heritage (Cardyke, Denny Abbey, Conservation Area and other locally important buildings) • Built environment varying character 	<p>The Threats (to the good)</p> <ul style="list-style-type: none"> • Volunteer resources are affected by lack of access to housing close by and cost/difficulty of transport to Waterbeach • For businesses: employees increasingly not from Waterbeach due to barriers created by cost of housing. How sustainable is this for the businesses? • Work/life balance as employees need to travel further to get home • New housing in Waterbeach New Town: will it be too uniform undermining local distinctiveness? • Threat to existing identity as a semi-rural location
<p>The Bad</p> <ul style="list-style-type: none"> • Transport infrastructure • For businesses: road network, unavailability of parking spaces to support local shops, traffic volumes and speed through the village at peak times • Congestion around the green • Lack of buses • Limited choice in shops • Cost of housing • Local employees increasingly less able to live locally due to cost of housing • Social Infrastructure (example pre-school services) under pressure from rise in population before the Waterbeach New Town comes on board • Poor access to facilities out of hours • Poor pedestrian facilities/priority especially at school and around village green • Some areas of poor public realm around village green • Limited cycle routes • Poor conditions of roads • Lack of meeting places 	<p>The Opportunities</p> <ul style="list-style-type: none"> • A new supermarket in the village? • For businesses: Attract more people through events in the village • New Town – more affordable? • Opportunities for self-build? • Opportunities for community led housing • Provision of high-quality landscaping providing a soft edge to the village • Provision of a much-improved cycle and pedestrian network to Cambridge, neighbouring villages and areas of employment (e.g. Research Park) • Opportunities to improve public realm in areas around village green

5. VISION AND OBJECTIVES

- 5.1 The vision provides the link between the views of the community and the planning policies. Some of the issues and priorities expressed by the community cannot be achieved through the Neighbourhood Plan (NP). For example some components of the community have expressed opposition to the strategic site allocation for approximately 8,000 to 9,000 homes at Waterbeach New Town which is set out in the SCDC Local Plan. But this is a strategic site allocation crucial to the delivery of the district wide plan and it does not fall within the remit of the Waterbeach NP to oppose this.
- 5.2 Other issues do not fall within the scope of the NP simply because they are not planning issues (they do not relate to the development and use of land). For instance, community groups have expressed their concerns regarding the cost of housing. The NP cannot control the cost of market housing but, alongside the Local Plan it can explore ways of delivering more affordable housing (housing which is subsidised).

Neighbourhood Plan Vision

"Our Neighbourhood Area will continue to be a great place to live and work by ensuring that the identity and character of the existing communities within the Parish are respected and protected. The plan will ensure that any new development in the Neighbourhood Area will provide sustainable infrastructure. It will ensure the improvement of the overall quality of life of every resident. New development should not be overbearing or overwhelming and should complement the rural vistas and existing Fen Edge landscape."

5.3 Seven themes and ten objectives underpin this vision.

Table 5.1: Neighbourhood Plan Themes and Objectives

Theme	Objective	What do we mean by this?
A Sustainable Community	1. Create a mixed, balanced and diverse community where people can realise sustainable work-life patterns	<ul style="list-style-type: none"> <li data-bbox="700 394 1382 506">i. Parish residents should have opportunities to work within the parish or within close commuting distance. <li data-bbox="700 551 1382 663">ii. People who work in the parish or in the immediate vicinity to the parish should have more opportunities to live within the parish. <li data-bbox="700 707 1382 864">iii. Existing services (including doctors, pharmacy, shops, school places) in Waterbeach village should be maintained and enhanced. <li data-bbox="700 909 1382 1021">iv. Waterbeach village will retain its own character, distinct from Waterbeach New Town. <li data-bbox="700 1066 1382 1178">v. There should be safe, attractive and direct non-motorised vehicular routes between the two communities. <li data-bbox="700 1223 1382 1440">vi. There should be convenient motorised vehicular routes between the two communities but, in order to minimise rat running and congestion, these routes should be managed and controlled to limit opportunities for direct access.
Transport	2. A safe, attractive and accessible cycle and footpath network providing good connections within the village, from home to workplace and key services	<ul style="list-style-type: none"> <li data-bbox="700 1447 1382 1648">i. Excellent connectivity between Waterbeach village and Waterbeach New Town and between Waterbeach village and other key destinations ensuring non-motorised or public transport modes are prioritised. <li data-bbox="700 1693 1382 1872">ii. The design and layout of new development should be designed to allow residents to easily walk or cycle along safe and attractive routes to shops, services and school and neighbouring estates. <li data-bbox="700 1917 1382 1982">iii. A greater network of footpaths within the parish including the provision of a

Theme	Objective	What do we mean by this?
		connection between Waterbeach village and Denny Abbey and Chittering.
	3. There should be good provision for mobility impaired people	<ul style="list-style-type: none"> i. There should be special provision for mobility impaired people so that they can travel easily from home to transport interchanges like the relocated railway station as proposed in the Local Plan (e.g. special parking provision). ii. There should be special provision for mobility impaired people so they have convenient access to shops and services in the parish. iii. Cycle infrastructure must be designed to improve provision for mobility impaired people.
	4. There should be effective management of traffic impacts so that pedestrian safety is maintained, the quality of the residential environment is protected, and rat running and congestion in the village are minimised	<ul style="list-style-type: none"> i. Work with stakeholders to minimise through traffic (either A10 through traffic or those looking to access the planned relocated station). ii. Seek street scene enhancements in locations where the quality of the residential environment is vulnerable to the adverse impacts of current or increased traffic movements. iii. Seek junction improvements to ensure pedestrian & cyclist safety is improved.
	5. The public rights of way network (including bridleways) in the plan area will be protected and enhanced	<ul style="list-style-type: none"> i. Existing network will be protected. ii. Improvements to the network will be sought when development comes forward (where applicable). iii. Quality of provision will be improved.
Village Heart	6. Amenities along village High Street to thrive and continue to provide essential services to the local community	<ul style="list-style-type: none"> i. Retention of shops and services along the High Street and village green. ii. Encouraging the provision of new shops and services along the High Street and village green.

Theme	Objective	What do we mean by this?
		<ul style="list-style-type: none"> iii. Traffic management and parking measures to facilitate local car-based trade (for those that need to) in Waterbeach Village Heart. iv. Public realm improvements in Waterbeach village centre.
Jobs	7. Develop a balanced economy with a variety of jobs at a scale appropriate to the size of Waterbeach	<ul style="list-style-type: none"> i. Protect and enhance existing employment sites in the village. ii. Range of employment opportunities in the New Town.
Design, Conservation, Heritage and Green Infrastructure	8. Retain distinctive rural character of existing settlement	<ul style="list-style-type: none"> i. Maintain and enhance tranquillity of Waterbeach village. ii. Promotion of development that maintains or enhances distinctive rural character of existing settlement.
Green Infrastructure	9a. Increase access to informal and formal green space	<ul style="list-style-type: none"> i. Ensure appropriate amount of land available for recreation and sporting facilities. ii. Ensure non-vehicular access to these areas.
	9b. Maintain and increase biodiversity	<ul style="list-style-type: none"> i. Identify and protect existing areas of biodiversity value. ii. Ensure appropriate management plans in place to protect and enhance areas of valuable natural environment/biodiversity.
Housing	10. Enable local residents and workers to access appropriate local housing provision	<ul style="list-style-type: none"> i. A quantity and range of affordable housing tenures (eg. subsidised rent, shared ownership) that meets identified needs. ii. Community led housing (where local people take the lead in actively commissioning and building homes). iii. Support and encourage self-build homes. iv. A local connection policy on some affordable housing (giving priority access to people with a connection to Waterbeach parish). v. A range of sizes for market housing.

Theme	Objective	What do we mean by this?
		vi. Retaining our mobile home parks which provide an important element of housing choice to the village.

5.4 The planning policies are all in Chapter 6. All the planning policies flow from the themes and objectives provided in Table 5.1 above. There are no planning policies which sit directly under the first theme and first objective of the WNP. This is because the theme cuts across the other topics. All the planning policies in the NP will contribute towards meeting objective 1 in the NP.

6. PLANNING POLICIES

Transport

CORE OBJECTIVE 2:

- **A safe, attractive and accessible cycle and footpath network providing good connections within the village, from home to workplace and key services**

What does this mean?

- Excellent connectivity between Waterbeach village and Waterbeach New Town and between Waterbeach village and other key destinations ensuring non-motorised or public transport modes are prioritised.
- The design and layout of new development should be designed to allow residents to easily walk or cycle along safe and attractive routes to shops, services and school and neighbouring estates.
- A greater network of footpaths within the parish including the provision of a connection between Waterbeach village and Denny Abbey and Chittering.

6.1 Policy WAT 1 – Securing connectivity between Waterbeach village and key destinations including the New Town, employment sites and recreation facilities

Policy context and rationale (Policy WAT 1):

6.1.1 Waterbeach is located conveniently close to employment, shopping and the cultural hub of Cambridge. It is also located close to employment opportunities at Cambridge Research Park just under 3 miles to the north, with Cambridge Science Park to the south, and provided with a direct train route to both Cambridge and London Kings Cross. Despite this, there are significant community severance issues largely created by:

- The existing A10 is at capacity. This means long journey times at peak travel times. The Waterbeach New Town proposal will involve two new access points off the A10 to provide a primary access route for approximately 8,000 to 9,000 planned homes and this will undoubtedly exacerbate the severe congestion issues experienced at peak travel times along this section of the A10;
- Lack of a safe cycle or pedestrian route out of the village. There is no safe cycle or pedestrian route out of the village travelling north (for example to Cambridge Research Park). Southwards, there is a narrow non-segregated cycle path alongside the A10 to Milton village. There is also a route along the River Cam that can take you into Cambridge but access from Waterbeach village to the River Cam cycle path can be difficult; it requires travel along Station Road which is a narrow road with an abundance of on street parking. The River Cam cycle path

itself is narrow and poorly maintained. The narrow path is shared with walkers and dogs; the path is not direct as it follows the River Cam.



Figure 6.1 Queuing traffic along Station Road during the morning commute, February 2018

- 6.1.2 There are currently two access points into Waterbeach from the A10. There is a signalised junction where the A10 meets Denny End Road and there is a junction with Car Dyke Road in the west. The signalised junction at A10/Denny End Road creates queues on the A10 as well as from Denny End Industrial Estate during the morning and evening peak. But this junction also creates traffic breaks which are vital to allow similar movements from Car Dyke Road onto the A10. The village can also be accessed from the east along Car Dyke Road.
- 6.1.3 Strategic Policy SS/6: Waterbeach New Town in the adopted Local Plan requires (see paragraph 11.c) for primary road access to be provided to the New Town via the A10 and for measures to mitigate the traffic impact of the new town on surrounding villages such as Waterbeach.
- 6.1.4 Paragraph 3 of the policy states:
“Appropriate integration should be secured by the provision of suitable links to enable residents of Waterbeach village to have convenient access to the services and facilities in the new town but with limited and controlled opportunities for direct road access from the wider new town to Waterbeach with emphasis on connections by public transport, cycle and on foot.”

6.1.5 It is vitally important that direct, safe and attractive pedestrian and cycle routes are provided from Waterbeach village into the New Town. The Waterbeach New Town Supplementary Planning Document adopted by the district council in February 2019 for the Waterbeach New Town includes such links on an indicative layout. The Waterbeach New Town also provides an opportunity for a footpath link to be provided from the Waterbeach village into Denny Abbey, along the Causeway. This footpath link is promoted in the Waterbeach SPD as the Causeway Link. The Causeway proposal is of great significance to the Village and allows an old and well used route to be restored to its pre-WW2 status. The route will connect the south side of the village centre through the historic village and into the New Town, passing close to the lake and finally to Denny Abbey. It links old and new as well as providing a significant amenity for both village and New Town. The SPD identifies original parts of the historic causeway as a non-designated heritage asset (see Figure 11 Key Constraints) and sets out a delivery strategy and for the Causeway Link which will include sections of the historic causeway (see page 59 and Figure 26).

6.1.6 Additional priority routes for Waterbeach residents are:

- the provision of a safe, direct and segregated cycle and pedestrian link from Waterbeach village into Cambridge Research Park. This will widen travel to work options for Waterbeach residents and becomes ever more important with anticipated traffic volume increases and congestion associated with the new town development along this section of the A10;
- improved cycle infrastructure within Waterbeach village in particular along Station Road to allow easier access from Waterbeach village to the Sustrans route along the River Cam;
- the Waterbeach Greenways route. The Waterbeach Greenways is a project approved by the Greater Cambridge Partnership to create a route to enable cyclists, walkers and equestrians to travel sustainably from Waterbeach into Cambridge. The Greater Cambridge Partnership consulted on potential routes in the autumn of 2018 and published further work in the autumn of 2019. The Executive Board took the decision at its meeting in February 2020 to proceed with phase 1 the Waterbeach Greenway. The proposed route runs largely parallel to the existing Cambridge to Waterbeach railway line and deviates from this to serve different locations in Waterbeach village. In terms of surface treatment, most of the route is proposed to be made up of a shared use path (proposed to comprise a 3 metre path with a 2 metre grassy strip running parallel). Other sections will comprise a quiet road (for example on existing residential roads including Way Lane in Waterbeach – see glossary for more detailed definition of a quiet road). Other sections will comprise a protected path which is defined as ‘a 3 metre wide path with features that separate cyclists and pedestrians. Where

- possible, as much protection from the carriageway will be applied, this may include grass verges or shrubs'; and
- Completion of the gap in National Cycle Network 11 – NCN 11 stretches continuously from Stansted Mountfitchet to just south of King's Lynn except for a gap at Waterbeach. This gap means that Waterbeach residents cannot access Wicken Fen by cycle and there is no cycle access across the River Cam to villages east of the Cam unless taking a very long detour via Fen Ditton. Similarly, for villagers east of the Cam they cannot easily access Waterbeach by bike.

Policy intent (Policy WAT 1):

6.1.7 To ensure:

- safe, convenient pedestrian and cycle links between Waterbeach New Town and Waterbeach village are provided as part of the Waterbeach New Town proposals.
- provision of safe and convenient pedestrian and cycle links from Waterbeach village to the railway station in the event of it being relocated.
- delivery of the pedestrian link from Waterbeach Village to Abbey Denny as intended and in accordance with the Waterbeach New Town Supplementary Planning Document.
- that any new development proposals that will lead to increased traffic movements in the plan area will be required to contribute towards the delivery of necessary improved pedestrian and cycle infrastructure in, around and out of the village.

6.1.8 Paragraph 1c) in Policy WAT 1 refers to the need for a pedestrian and cycle link from Waterbeach village to Cambridge Research Park. It is the intention that this route will be segregated from busy primary roads but the route may be part of the shared road space in quieter and safer residential streets.

6.1.9 To complement this policy, Waterbeach Parish Council is committed to working alongside the community, SCDC, the County Council (in its capacity as a highways authority) and the developers to agree priorities with respect to required improvements in the cycle and pedestrian environment. Please see the community aspirations in Appendix 1 for more detail.

6.1.10 An outline planning application S/0559/17/OL was approved in September 2019 for up to 6,500 homes and associated facilities and covers the western part of the Waterbeach New Town site that is MoD-owned land. The development is being brought forward by the Secretary of State for Defence and Urban and Civic Plc. SCDC's planning committee in January 2021 resolved to approve a further outline planning application S/2075/18/OL for up to 4,500 new homes and associated facilities, subject to the completion of a s106 agreement. This development covers

the eastern remainder (remainder) part of the Waterbeach New Town site and is being brought forward by RLW Estates. The first part of Policy WAT 1 is applicable to Waterbeach New Town – see Map 6.1 for the extent of the applicable strategic site boundary. It is intended to apply to reserved matter applications and any future applications on this site.

6.1.11 Relevant Local Plan policies:

- Policy SS/6: Waterbeach New Town. Paragraph 3; 11 c; 11b and 11 c.
- Policy TI/2: Planning for Sustainable Travel

Policy WAT 1 – Securing connectivity between Waterbeach village and key destinations including the New Town, employment sites and recreation facilities

1. Development coming forward as part of the Waterbeach New Town will be required to contribute to provision for:

- a) a dedicated, direct, safe and high-quality pedestrian and cycle route providing access for residents in Waterbeach village to shops and services provided at Waterbeach New Town and the planned relocated railway station;
- b) a footpath from the built-up area of the proposed Waterbeach New Town to Denny Abbey along the causeway;
- c) a dedicated, direct, safe and high-quality pedestrian and cycle route from Waterbeach village to Cambridge Research Park; and
- d) a direct, motorised route principally for public transport vehicles and managed access for private vehicles from Waterbeach village to Waterbeach New Town in accordance with the approved KP1 Framework Site Access Strategy.

With regards to b) above, the remaining part of the historical Denny Causeway, as shown on Map 6.1 is safeguarded for this purpose and proposals which prejudice the delivery of this route will be resisted.

2. All proposals in the plan area, will be required to contribute (through Section 106 agreements, section 278 agreements and or direct investment) to other required improvements in the cycle and pedestrian infrastructure to provide better connections from Waterbeach village to places of employment and other destinations where necessary to make the development acceptable and where directly, fairly and reasonably related in scale and kind to the proposed development. This may include:

- a) Improved cycle infrastructure provision along Station Road to facilitate a safer cycle route out of the village towards the River Cam.

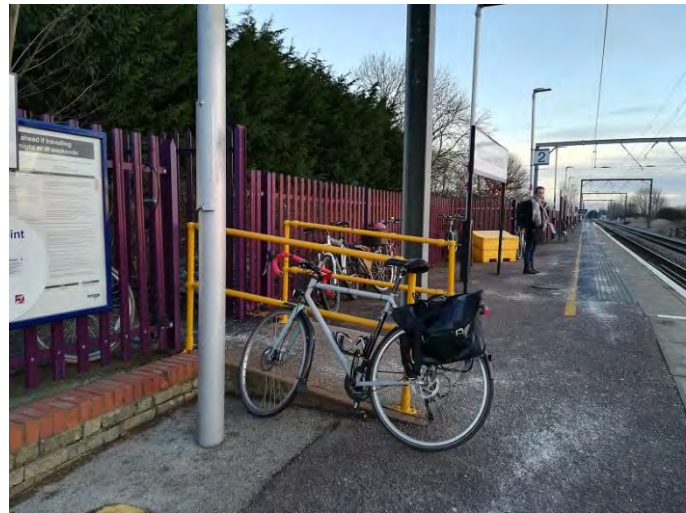
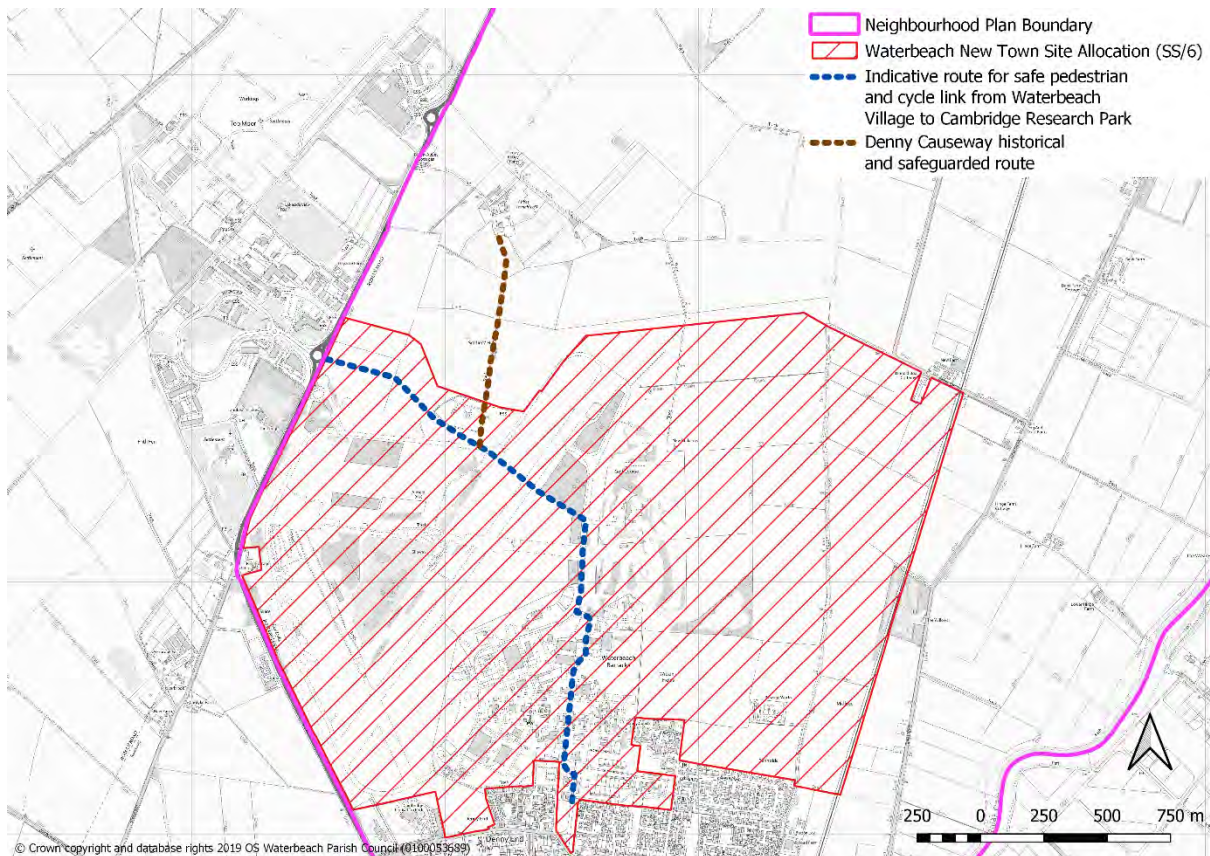


Figure 6.2 Informal bicycle parking in and around Waterbeach. February 2018. A sign of inadequate infrastructure for cyclists during the morning commute.



Map 6.1: Indicative route for safe pedestrian and cycle link from Waterbeach village to Cambridge Research Park and Denny Abbey

6.2 Policy WAT 2 – Pedestrian and cycle route from Waterbeach village railway station to relocated railway station

Policy context and rationale (Policy WAT 2):

- 6.2.1 Policy SS/6: Waterbeach New Town in the Local Plan requires the relocation of the Waterbeach railway station “to encourage the use of sustainable modes of travel” as part of the site allocation for Waterbeach New Town. The policy requires significant improvements in public transport including:
- “Provision of a relocated Waterbeach station with appropriate access arrangements by all modes to serve the village and the new town.”
 - “Provision of a Park and Ride site on the A10 to intercept traffic from the north of Waterbeach, served by a new segregated Bus link to Cambridge.”
- 6.2.2 The policy also requires measures to promote cycling and walking, including:
- “Provision of a network of attractive, direct, safe and convenient walking and cycling routes linking homes to public transport and the main areas of activity such as the town centre, schools and employment areas”;
 - “Provision of direct, segregated high quality pedestrian and cycle links to north Cambridge, surrounding villages and nearby existing facilities such as the Cambridge Research Park”.
- 6.2.3 The relocation of the railway station presents many opportunities, but it also removes a crucial amenity for existing commuters who currently live within walking distance to the existing railway station. So that these residents continue to benefit from the national trainline into Cambridge and London Kings Cross, it is important these residents have a direct access route to the new relocated railway station. Many people have raised the option of opening up a purpose-built cycle and pedestrian route to run parallel to the existing train line from Station Road up to the proposed location of the railway station. This is also proposed by the Greater Cambridge Partnership as a route for the second phase of the Waterbeach Greenway. The principle of this is one supported in the Neighbourhood Plan.
- 6.2.4 The relocation of the railway station will also bring disbenefits to other users. For example, the Cambridge Motor Boat Club are located within close distance to the existing railway station. If the railway station is relocated, then their access to their boating facilities will be affected with the convenience of train access being diminished.
- 6.2.5 The provision of a link that runs parallel to the existing train lines from the Station Road in the south to the new relocated railway station would provide additional

benefits such as access to the planned *segregated high quality pedestrian and cycle link* to north Cambridge. This is as per the proposals for the Greenway.

- 6.2.6 The adopted Waterbeach New Town SPD indicates the principal cycle and pedestrian access from Waterbeach village to the proposed relocated Waterbeach railway station is a south-north route off Bannold Road along Bannold Drove. In theory this would provide good access for residents currently in the northern part of the village on the proviso that Way Lane and Bannold Road include priority access for pedestrians and cyclists and do not themselves become priority or busy roads for vehicles travelling through the village to access the relocated Waterbeach railway station.
- 6.2.7 Bannold Drove access to the relocated railway station does not provide residents in the southern part of the village with convenient or direct access.
- 6.2.8 Policy WAT 2 therefore seeks to safeguard a route that runs parallel to the train line directly from the existing railway station to the proposed relocated railway station. This is considered the only option to provide satisfactory mitigation to residents who will lose the convenience of local railway station.



Figure 6.3 Morning commute. Station Road. February 2018

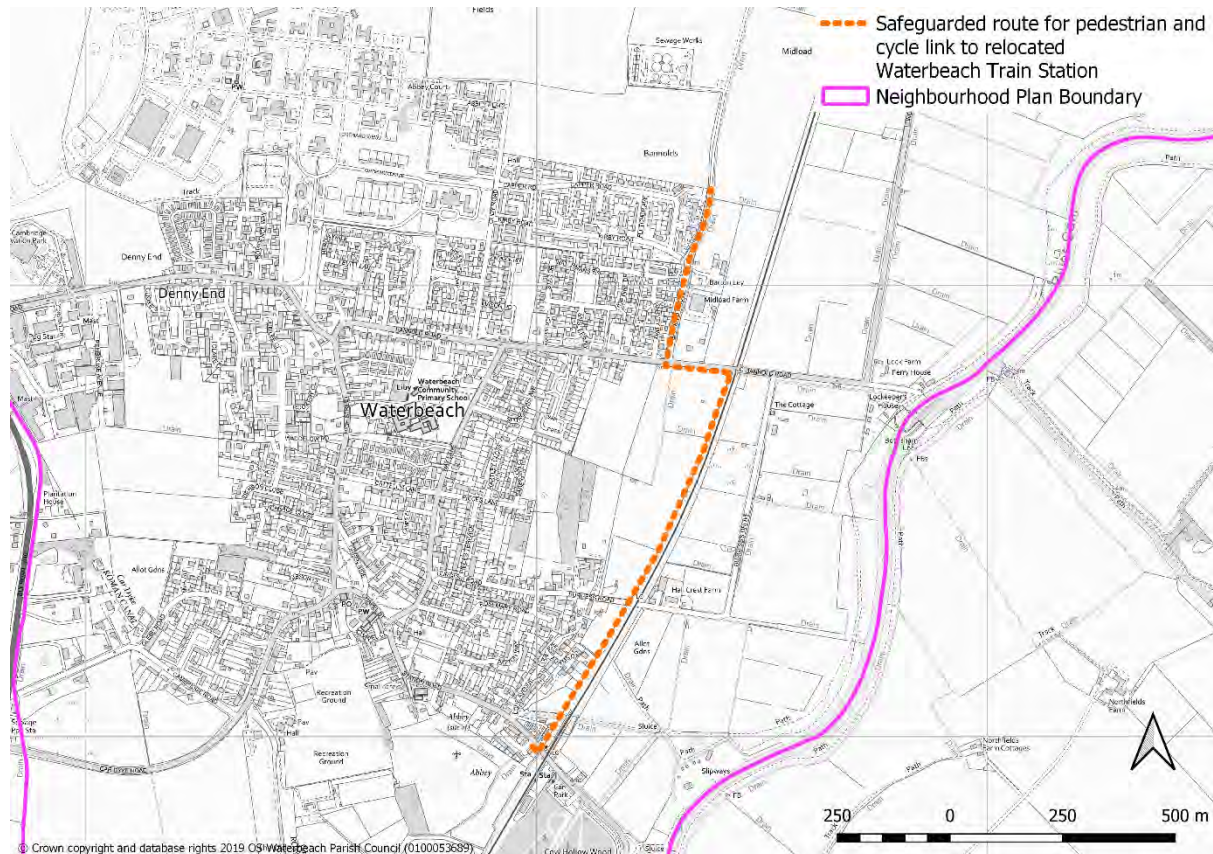
Policy intent (Policy WAT 2):

- 6.2.9 To safeguard land alongside the existing railway line for the future provision of a cycle and pedestrian link to be provided once the existing railway station has been relocated to the north of the village. The pedestrian path must be suitable for use by push chairs and mobility scooters.

6.2.10 It is essential that development does not come forward that undermines the deliverability of this route.

6.2.11 Relevant Local Plan policies:

- Policy SS/6: Waterbeach New Town. Paragraph 3; 11b.
- Policy TI/2: Planning for Sustainable Travel



Map 6.2: Safeguarded route for pedestrian and cycle link to relocated Waterbeach railway station

Policy WAT 2 – Pedestrian and cycle route from Waterbeach village railway station to relocated railway station

The route shown on Map 6.2 is safeguarded for the provision of a cycle route and separate pedestrian route (suitable for use by mobility scooters and pushchairs) linking Station Road with the relocated railway station. Proposals which prejudice the delivery of this route will be resisted.

6.3 Policy WAT 3 – A walkable village and walkable neighbourhoods

Policy context and rationale (Policy WAT 3):

- 6.3.1 The core existing settlement at Waterbeach village is in most part a very walkable village with residential areas connected through residential roads and paths into the heart of the village where residents have access to shops and services including the post office, shops, the pharmacy, community meeting spaces such as the Beach Social Club and churches, the principal recreation area, the village Green and the bus stop (providing access into Cambridge and other villages and for secondary school children to school). However, traffic volumes and inadequate pavements and junctions can create a hostile and challenging environment to pedestrians and cyclists along some streets.
- 6.3.2 Waterbeach Primary School is located centrally, just to the north of the Village Heart off the High Street. Unfortunately, there are no segregated pedestrian routes through the surrounding residential areas to the school which means many school children and their carers who choose to travel by foot have to travel along stretches of Way Lane, Bannold Road, the High Street and Denny End Road which provide an unpleasant pedestrian environment during the peak morning rush. There is inadequate controlled pedestrian crossings on the High Street, Bannold Road and Way Lane. The school also report that Way Lane has become much busier since new development has come forward on Bannold Road (see pre-submission comment in the Waterbeach Consultation Statement January 2021). During consultation, residents have commented also on the pavements along these roads being of inadequate width or absent in places. In recent years, the village has grown to the north of Bannold Road. Cody Road is becoming a new primary walking route to school but this road is also experiencing increased traffic movements during the morning rush; this is likely to increase if used by construction vehicles associated with new developments.
- 6.3.3 Waterbeach railway station is located to the south of the village. It is accessed by many residents on a daily basis and, as evident during morning surveys, is accessed by many by foot. Here, pedestrians have to navigate, a relatively narrow pavement along Station Road which is also a very busy vehicular route during the peak times.
- 6.3.4 The difficulties experienced by pedestrians in the village can be broadly categorised as:
- Instances of poor quality of pavements along key routes including the narrow pavement along Station Road and Way Lane as well as the narrow pavement outside the Village Stores on the Green. Addressing poor quality pavements in the plan area is looked at under Policy WAT 8 (*Managing and mitigating adverse*

impacts of increased traffic movements from new development on residential amenity) of this plan.

- Poor street scene amenity, such as Denny End Road, directly caused by noise, vibration and air pollution from busy roads but also linked to inadequate design such as poor boundary treatment. This is also looked at as part of Policy WAT 8 below.
- Lack of direct and segregated non-vehicular routes between residential areas and key destinations such as the primary school and the railway station meaning commuters and primary school children are forced to walk alongside busy roads during the morning and afternoon peak.
- Lack of direct connections between some residential areas including some of the modern cul-de-sac development which itself reduces permeability and encourages car-use for shorter in-village journeys.

Policy intent (Policy WAT 3):

6.3.5 To ensure all new development coming forward in the plan area prioritises the ease of movement for all non-motorised users. This has the benefit of encouraging active travel but also increases opportunities for people to pass one another thereby helping to facilitate the creation of successful neighbourhoods and communities.

6.3.6 Relevant Local Plan Policies:

- Policy HQ/1: Design Principles, 1f

Policy WAT 3 – A walkable village and walkable neighbourhoods

1. All new development proposals (where they generate movement of residents, workers, shoppers etc) should take every available opportunity, to:

- i) provide improved or new safe, convenient and high-quality internal footpaths;**
- ii) provide direct footpath connections into neighbouring areas; and**
- iii) improve connectivity across the wider neighbourhood through the provision of new footpath links.**

2. Development proposals which result in decreased pedestrian connectivity between residential areas and shops and services (including the school) or which fail to utilise opportunities to provide new connections will not be supported.

6.4 Policy WAT 4 – Creating and maintaining sustainable access routes to Waterbeach village primary school

Policy context and rationale (Policy WAT 4):

- 6.4.1 Way Lane, Bannold Road and the High Street provide the primary routes to and from primary school in Waterbeach village. Currently, all these roads experience high volumes of traffic during the morning rush. Whilst some measures are in place to manage the conflict between vehicles, pedestrians and cyclists including the lollipop lady stationed on the High Street at the school entrance, existing access to the primary school is not considered to give adequate priority to children travelling to school via foot or push bike.
- 6.4.2 Phase 2 of the Waterbeach Greenways project currently proposes to designate the High Street as a quiet road (see glossary definition for a quiet road) which would mean a stronger focus on pedestrians over vehicles. This measure would be supported by the Neighbourhood Plan.
- 6.4.3 Priority to children travelling to school via foot or push bike is required on all sections of Way Lane, Bannold Road, High Street, Denny End Road, Station Road and Cambridge Road. These are all principal routes providing access to Waterbeach Primary School from residential areas. They were identified as such during site visits and have been subject to consultation including with Waterbeach Primary School.

Policy Intent (Policy WAT 4):

- 6.4.4 The existing conflict between non-motorised users accessing and exiting Waterbeach Primary School on the one hand and vehicular movements on the other is a challenging one to address. There are a range of measures which could assist in refocusing priority towards non-motorised users outside the school including pavement widening, traffic calming, road narrowing, raised pedestrian crossing surfaces, restricting through traffic along Way Lane and narrowing junctions. The purpose of this policy is to support development proposals which will lead to such measures and resist proposals which will lead to increased traffic movement along specific stretches of road without being accompanied by appropriate mitigation measures.
- 6.4.5 Local Plan context:
 - Policy TI/2: Planning for Sustainable Travel

Policy WAT 4 - Creating and maintaining sustainable access routes to Waterbeach village primary school

1. The area around Way Lane, Bannold Road, High Street, Denny End Road, Station Road and Cambridge Road – as indicated on Map 6.3 – is designated as a priority walking to school route. Development proposals which implement pedestrian priority measures or cyclist priority measures and result in improved sustainable access to school will be supported.

2. Proposals in the plan area which lead to significant increases in vehicular movements along these routes without pedestrian and cyclist prioritisation measures will be resisted.



Map 6.3: Designated area for priority walking to school routes

6.5 Policy WAT 5 - Creating and maintaining sustainable access routes to Waterbeach New Town schools

Policy Intent (Policy WAT 5):

- 6.5.1 Whilst it is very challenging to address conflict between pedestrians and vehicles outside Waterbeach Primary School, it is essential that any new educational facility including the Waterbeach Secondary School proposed as part of the new town is designed with a layout and facilities which secure ease of safe movement for pedestrians and cyclists travelling to school and back.
- 6.5.2 Policy WAT 5 states that any proposals involving new schools should be designed and located so that the school entrance is not located beside through-roads. The purpose of this is to maximise pedestrian safety for pupils accessing the school and it is also intended as a deterrent to parents and carers who may otherwise drop-off children as part of their own vehicular journeys. An example of where this layout has been achieved successfully is at Bar Hill where the primary road is located around the periphery of the town and the primary school within the peripheral primary road. Furthermore, current proposals by Urban and Civic include the design and location of a primary school which has no direct vehicular access for parents and visitors which is welcomed.
- 6.5.3 Relevant Local Plan Policies
- Policy TI/2: Planning for Sustainable Travel

Policy WAT 5 - Creating and maintaining sustainable access routes to Waterbeach New Town schools

- 1. Proposals which help to create and maintain pedestrian and cycle priority routes to and from Waterbeach New Town schools and discourage drop-off and pick-up by car outside Waterbeach New Town schools will be supported.**
- 2. To assist this, designing the location of school entrances should take into account the nature and usage of access roads and where practicable avoid entrances on through roads. Additionally, the new town should be designed as far as practicable (and in general conformity with the spatial framework diagram in the Waterbeach New Town SPD) such that the need for children to cross primary and secondary roads to access schools is minimised and preferably avoided altogether. Designs should minimise conflict between children on their way to school and vehicles as much as possible.**

6.6 Policy WAT 6 – Development and road safety in Waterbeach village

Policy context and rationale (Policy WAT 6):

- 6.6.1 It is clear from consultation work that pedestrian and road safety in the parish is a key concern to parishioners. The A10 itself is an issue for all road users but within the village, the impact of through traffic using the village as a cut through, raises issues in the village. In addition, there are a number of very wide junctions in the village including St Andrew’s Hill/Station Road, Greenside and Chapel Street, High Street/Denny End Road/Bannold Road, where cars are able to navigate without stopping or dropping gear; this creates specific issues for pedestrians needing to cross as well as cyclists using the same junctions.
- 6.6.2 The road safety issues listed in Policy WAT 6 have been identified through a combination of on-site observation work undertaken during the morning rush hour in February 2018, asking residents about their specific concerns during workshops and an online survey in November 2018. Many of the locations listed in the policy coincide with accident sites recorded by County Council during the monitoring period 2013 to 2017 as per below:

Table 6.1: Road accidents in Waterbeach village

Location identified in the neighbourhood plan	Applicable accident data by County Council as recorded during the period 2013 to 2017
Denny End Road/High Street/Bannold Road junction	Slightly further north outside the barracks entrance, the County Council has recorded a slight accident site following incident in 2017.
Greenside outside the One Shop	Location recorded as a slight accident site by County Council during the 2013 to 2017 monitoring period following incident with a pedestrian.
Area outside Village Stores (post office), Chapel Street	Recorded as a slight accident site by County Council following incident with 2 wheeled motor vehicle in 2014.
Station Road	Location outside Whitmore Way recorded as a slight accident site by County Council during 2013 to 2017 following incident with bicycle in 2015. Location outside Lode Avenue recorded as a serious accident site by County Council during 2013 to 2017 period following incident in 2016.
High Street outside the Primary School	Recorded as a slight accident site by County Council following incident in 2017.

Location identified in the neighbourhood plan	Applicable accident data by County Council as recorded during the period 2013 to 2017
Chapel Street/Greenside junction (east)	Recorded as minor incident site following incident with bicycle in 2013.
Chapel Street/Greenside junction (west)	Recorded as a slight accident site following incident in 2017.
Way Lane	Way Lane/Pieces Lane junction recorded as a slight accident site following incident in 2016.

6.6.3 Proposed road safety improvements could also benefit the look and feel of the Village Heart. For example, a narrower junction at St Andrew's Hill could add land that would add to the Gault. It is important that any highway improvement works do not adversely impact the significance of the historic buildings within the conservation area or the conservation area itself.

Pedestrian safety and public bus infrastructure:

6.6.4 There is a relationship between pedestrian safety and public bus transport infrastructure. Provision for bus passengers is generally poor throughout the village, with most stops having no shelter or seating (there are only 3 stops with a shelter). Many stops are situated on narrow pavements and ease of use is adversely impacted by parked cars. No bus stops in the village have on-road markings to prohibit parking. Measures which could assist with improving the safety of public bus users include:

- smaller measures such as parking restrictions, road markings and 'No stopping except buses';
- more substantial improvements such as build-outs of the pavements at bus stops to prevent blocking by parked vehicles, assisting passenger access, to provide space for small bus shelters, and to act as traffic-calming infrastructure; and
- re-modelling the excessively wide junction at the Green Side/Cambridge Road junction to improve pedestrian safety could provide space for a northbound bus-only slip road, incorporating a re-located northbound Green Side/Gibson Close stop and a shelter.

Policy intent (Policy WAT 6):

6.6.5 The intent of this policy is to ensure road safety improvements measures made necessary by development proposals are delivered as part of the development. Knowledge of existing concerns and issues regarding village road safety is key to

understanding how a new proposal may impact on the village, and these are identified in Table 6.2. This list is not intended to be exhaustive.

6.6.6 Relevant Local Plan policies:

- Policy TI/2 Planning for Sustainable Travel

Policy WAT 6 – Development and road safety in Waterbeach village

- 1. All development proposals in the plan area will be assessed for their impact on road safety. Where proposals are likely to impact adversely on road safety including the existing safety hotspots identified in Table 6.2 and Map 6.4 below, they will be expected to mitigate their impact by providing or contributing towards road safety measures.**
- 2. Proposals which will have an unacceptable impact on road safety after considering mitigation will be refused.**
- 3. Proposals which lead to an overall improvement in road safety in the village will be welcomed.**
- 4. All highways works in or in the vicinity of the Waterbeach Conservation Area must be sensitively designed and seek to conserve or enhance the significance of individual heritage assets as well as the Conservation Area itself.**



Map 6.4: Road safety hot spots in Waterbeach Village

Table 6.2: Identified road safety hotspots in Waterbeach village

Location	Safety Issue	Map reference
Denny End Road/High Street/Bannold Road junction	An exceptionally wide junction preventing safe crossing in addition to blind corners at the Bannold Road/High Street junction which prohibits safe crossing. Cyclists turning right from High Street into Bannold Road at risk also due to blind bends. Measures are needed in this location which will result in improved pedestrian safety.	a
Greenside outside the One Stop store	This is a focus for village centre based pedestrian activity for all residents (including secondary school children walking across the Green to access the bus stop/shop). Vehicles travelling at inappropriate speeds, together with parked cars make this a hazardous area for all users particularly during the rush hour.	b
Area outside Village Stores (post office)	An extremely narrow pavement not wide enough for prams or mobility scooters next to fast moving traffic travelling along Chapel Street.	c
Station Road	Narrow pavements along Station Road, together with busy pedestrian traffic (walking to railway station) during rush hour sometimes lead to pedestrians stepping out into moving traffic.	d
High Street outside the Primary School	A busy area outside the school at school drop off and pick up times. The morning drop off coincides with high volumes of through traffic using the village as a cut through off the A10 travelling south to access Cambridge or the A14.	e
Chapel Street/Greenside junction (east)	Junction is very wide presenting difficulties for crossing pedestrians, bicycles and other users navigating traffic.	f
Chapel Street/Greenside junction (west)	Junction (close to village centre bus stop) is very wide presenting difficulties for pedestrians, cyclists and other users to cross navigating traffic.	g
St Andrew's Hill, Way Lane, Station Road and Rosemary Road junction	A very wide junction at Station Road/St Andrew's Hill presenting difficulties for pedestrians to cross safely. Cyclists exiting St Andrew's Hill onto Station Road are also presented with difficulties. Parked cars (documented on site as comprising both residential and commuter parking) along St Andrew's Hill presents further safety issues at this junction.	h

Location	Safety Issue	Map reference
Way Lane	The path is narrow or discontinuous in places and difficult to cross with a pram. Heavy pedestrian use at school drop off and pick up times. Traffic levels have increased rapidly due to development in the north of the village, exceeding design capacity, and causing dangerous conditions at school pick-up/drop-off times.	i
Car Dyke Road	Car Dyke Road past the social club, Cambridge Road and the bend following this. The entire section is extremely dangerous for cyclists, particularly the bend coming out of the village where drivers are often tempted to overtake on a blind bend.	j
Bus stops in the plan area	Many stops are situated on narrow pavements and ease of use is adversely impacted by parked cars and road junctions which bus users need to navigate to arrive at a bus stop.	n/a

CORE OBJECTIVE 3:

- **There should be good provision for mobility impaired people**

What does this mean?

- There should be special provision for mobility impaired people so that they can travel easily from home to transport interchanges like the relocated railway station as proposed in the local plan (e.g. special parking provision).
- There should be special provision for mobility impaired people so they have convenient access to shops and services in the parish.
- Cycle infrastructure must be designed to improve provision for mobility impaired people.

6.7 Policy WAT 7 – An accessible village and town

- 6.7.1 The issues facing mobility impaired people in Waterbeach village do overlap with issues facing all pedestrians in the village who need to access village shops and services, the village school and the railway station. There are places in the village centre which are difficult if not impossible to navigate for people dependent on mobility scooters, people with a push chair, adults looking after young children, people needing the support of a fully aided person or people using a walking aid. This includes the narrow stretch of pavement outside the Village Stores as well as the high number of very wide junctions in the village centre – see Policy WAT 6 (*Development and road safety in Waterbeach village*).
- 6.7.2 There is one aspect though which is specific to residents who have impaired mobility; that is facilitating a need for them to access shops and services by car. It is important that such users can also access the shops and services available at Waterbeach New Town. Whilst this neighbourhood plan does not support direct vehicular connections by primary routes from Waterbeach village into Waterbeach New Town, it does recognise the importance of ensuring blue badge holders in Waterbeach village do have access to adequate parking near to shops and services in the New Town including the railway station, in the event of this being relocated.
- 6.7.3 Currently, those with mobility difficulties in the village still have reasonable access to railway routes into Cambridge and London. For example, the designated car park for commuters along Station Road includes adequate provision of designated disabled bays for blue badge holders. Furthermore, the existing station is very close to some residential areas and these residents may be able to access the station by foot or via mobility scooter despite their impairments. It is the intention of the District Council, however, for Waterbeach railway station to be relocated. In this event, existing users dependent on their existing access, will be significantly adversely impacted unless

alternative access provision to the relocated station is provided. Alternative provision could be through a combination of:

- a bus shuttle service suitable for access via mobility scooter which, ideally, does not travel via the A10 in order to avoid long journey times;
- designated parking spaces for blue badge holders for Waterbeach villagers at the relocated railway station;
- direct high-quality segregated path linking Station Road with the relocated railway station (with surfacing appropriate for mobility scooters); and
- restricting access to Cody Road (the proposed vehicular access route from Waterbeach village to Waterbeach New Town) to public transport vehicles only.

6.7.4 The viability of providing a bus shuttle service suitable for access via mobility scooter and served by stops at accessible locations, is demonstrated through the provisions of the planning application for the relocated railway station (S/0791/18/FL) submitted by RLW and subsequently approved (09 January 2020) by the District Council. The Planning Statement, the Design and Access Statement and the Sustainability Strategy all refer to the inclusion of the village shuttle bus as part of their sustainable solutions where the shuttle bus will be fully accessible for disabled users (e.g. page 28 of the Design and Access Statement).

Policy intent (Policy WAT 7):

6.7.5 The intent of this policy is to ensure Waterbeach residents with mobility impairments are not adversely impacted in the event of the railway station being relocated further north close to Waterbeach New Town.

6.7.6 Planning consent was granted for the relocation of the railway station on 9 January 2020. It is deemed essential to retain this policy as planning permission expires after a three-year period. Furthermore, the policy will provide essential guidance in the event of applications coming forward to amend or revise existing planning consents and the planning conditions associated with them.

6.7.7 Relevant Local Plan Policies:

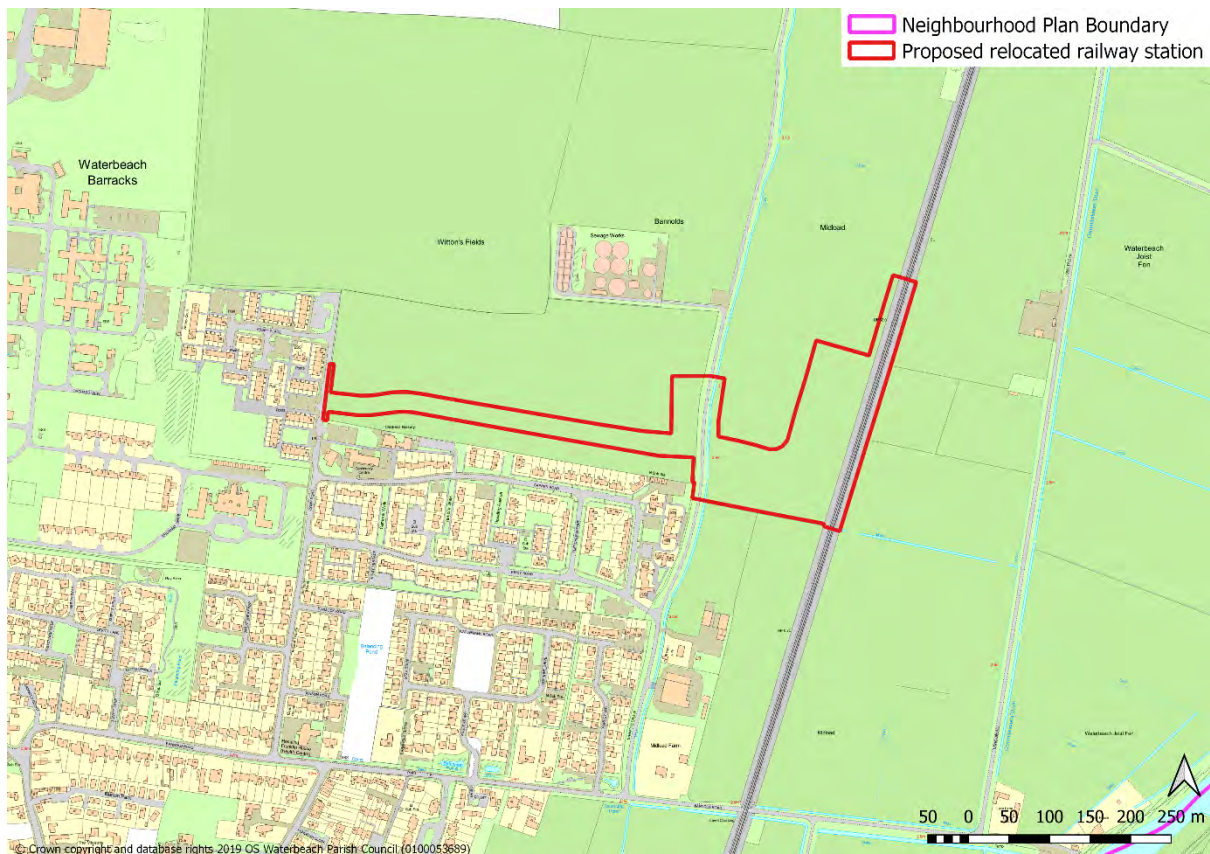
- Policy TI/2: Planning for Sustainable Travel

Policy WAT 7 – An accessible village and town

1. Land is proposed for a railway station on land between Cody Road east of Bannold Drove, as shown on Map 6.5. The following requirements will apply to any future applications applicable to the provision of the relocated railway station. Provision should include:

- a) designated blue badge parking spaces (available to disabled users who have been granted a blue badge) at the relocated railway station.
- b) securing a bus shuttle service suitable for access via mobility scooter and served by stops at accessible locations.
- c) safe and easy access for disabled users to train platforms from points of arrival at the railway station such as the disabled parking bays and the public transport drop off locations.

2. All proposals in the plan area, will be required to contribute (through Section 106 agreements, section 278 agreements and or direct investment) to other required improvements in the transport infrastructure suitable for those with mobility impairments where necessary to make the development acceptable and where directly, fairly and reasonably related in scale and kind to the proposed development.



Map 6.5: Proposed location of relocated railway station

CORE OBJECTIVE 4:

- **There should be effective management of traffic impacts so that pedestrian safety is maintained, the quality of the residential environment is protected, and rat running and congestion in the village are minimised**

What do we mean by this?

- Work with stakeholders to minimise through traffic (either A10 through traffic or those looking to access the planned relocated station).
- Seek street scene enhancements in locations where the quality of the residential environment is vulnerable to the adverse impacts of current or increased traffic movements.
- Seek junction improvements to ensure pedestrian & cyclist safety is improved.

6.8 Policy WAT 8 – Managing and mitigating adverse impacts of increased traffic movements from new development on residential amenity

Policy context and rationale (Policy WAT 8):

- 6.8.1 The issues are broken down into three elements:
- Congestion on the A10 corridor between Ely and Cambridge;
 - Traffic volume and speed through the village; and
 - Impact of on street parking in the village centre on local business and residential amenity.
- 6.8.2 It is beyond the scope of the neighbourhood plan to tackle existing capacity issues of the A10. The capacity issues are recognised by all relevant stakeholders and has been the focus of a study published by the Greater Cambridge Partnership in May 2018 called the Ely to Cambridge Transport Study. This study, available to view at www.greatercambridge.org.uk, is described by its authors as a wide-ranging study which has made recommendations on the transport schemes needed to accommodate the major development planned at a new town north of Waterbeach, Cambridge Northern Fringe East (CNFE) and the Cambridge Science Park (CSP).
- 6.8.3 The A10 creates challenges for the residents of Waterbeach needing to get in and out of the village. The congestion along the A10 also creates an impetus for commuters travelling south to turn off the A10 at Denny End Road, cut through the village centre to access Station Road and Clayhithe Road to then access Cambridge or the A14 further east and south after Horningsea. Negative effects of this ‘rat run’ are particularly noticeable outside the primary school along the High Street in the mornings, along Greenside where fast moving traffic can undermine the safety and pleasantness of village centre pedestrian based activity and along narrow stretches

of Station Road where many residential properties have a frontage very close to or directly onto the pavement.

6.8.4 Whilst, it is not within the gift of the NP to solve the many problems created by the A10, the NP does have an important role in:

- Identifying those locations where the impact of through traffic is in danger of damaging the street scene environment through unpleasant air, noise and dust pollution and seeking the implementation of measures which could manage the effects of those impacts. This could be done through pavement widening, possibly narrowing the carriageway, street tree planting or boundary treatment to existing properties. Measures which will make Waterbeach a less attractive option as a through route would be welcomed.

6.8.5 Other non planning-related measures such as the implementation of a 20mph zone along Denny End Road and Waterbeach High Street could be explored.



Figure 6.4 Residential properties along Denny End Road, particularly vulnerable to environmental effects of traffic coming in off the A10. Could be partly mitigated through high quality boundary treatment and street planting.

Policy intent (Policy WAT 8):

6.8.6 The intention of this policy is to ensure that where new development comes forward that will exacerbate existing residential amenity problems relating to traffic in the village, measures to mitigate those problems will be secured.

6.8.7 Relevant Local Plan Policies:

- Policy SS/6: Waterbeach New Town, 11.c.iii.
- Policy TI/2: Planning for Sustainable Travel

Policy WAT 8 – Managing and mitigating adverse impacts of increased traffic movements from new development on residential amenity

1. Proposals for major development in the plan area which are likely to trigger significant traffic movements will be required to be supported by local highways and environmental information, including, where applicable a transport assessment which predicts the level and impact of increased traffic movements.

2. In cases where noticeable increases in traffic movements at Denny End Road, Greenside and Station Road are predicted, proposals will be expected to incorporate measures which will mitigate adverse impacts (for example through noise, dust, air quality or visual impacts) on residential amenity. This could be through the contribution towards or implementation of appropriate mitigation measures which could include street scene enhancement such as pavement widening, street scene planting, provision of crossing points, or narrowing of junctions (to allow for safer pedestrian movement).

CORE OBJECTIVE 5:

- **The Public Rights of Way network (including bridleways) in the plan area will be protected and enhanced**

What we mean by this:

- Existing network will be protected.
- Improvements to the network will be sought when development comes forward (where applicable).
- Quality of provision will be improved.

6.9 WAT 9 – Protecting and enhancing the provision and quality of Waterbeach's walking routes including the Waterbeach Public Rights of Way (PROW) network and bridleways

Context and reasoned justification (Policy WAT 9):

- 6.9.1 The public rights of way in Waterbeach parish are an important part of life for Waterbeach residents. They provide an escape for walkers and horse riders alike into rural parts of the parish such as to the riverside in the east. It is expected the Public Rights of Way network will be extended as the community grows through the provision of new links including the provision of a link from Waterbeach village to public footpath 247/15 in Denny Abbey.
- 6.9.2 The existing public rights of way network is shown on Maps 6.6, 6.7, and 6.8.
- 6.9.3 It can be seen from this map that bridleway routes are particularly limited in the parish despite the expanse of land available. The Waterbeach Bridleways Group are



Figure 6.5: Bridleway 247/10 looking north along the River Cam near to Bannold Road.



Figure 6.6: Public footpath 247/12 looking north along the River Cam near to Bannold Road

very concerned about the existing limited access to good routes for horses in the parish and concerned about potential loss of some of this access when the new town is built out. As seen from Maps 6.6, 6.7 and 6.8, there are short lengths of dedicated bridleway routes to the east of the village and alongside the River Cam (on the western side). However, the Bridleways group advise that the bridleway route 247/10 is not actually accessible due to the installation of swing gates in place for pedestrians – see Figure 6.5.

- 6.9.4 Horse riders do have access to byway 247/14, along with all motorised road users, but the Waterbeach Bridleways group are concerned that this might get lost to development particularly as the proposed location for the relocated railway station is very close to the southern end of byway 247/14. The adopted Waterbeach New Town SPD indicates that this would not be the case. Page 47 reads:

“The development of the new town provides an opportunity to connect and enhance the existing rights of way network that has been hindered by the presence of restricted MOD land for many decades. Providing improved non-motorised user (NMU) infrastructure also encourages healthy lifestyles, in line with national and local policies on health and well-being. The development should not only protect existing NMU highways (footpaths, bridleways, cycle ways etc) but should enhance them where possible. This should include an aspiration to not only improve NMU movement (including pedestrians, equestrians and cyclists) within the urban area and but also to facilitate easy and convenient access into the countryside.”

- 6.9.5 The SPD refers to this byway as the future Bannold Drove open space which will “act as a focus for open space of varying width along its entire length, connecting the village with the station district and onto North Park, to be used for leisure and water attenuation”.

Amenity value of Public Rights of Way:

- 6.9.6 Most of the public rights of way provide attractive and tranquil routes such as route 247/12 alongside the River Cam – see Figure 6.6.
- 6.9.7 The amenity value of public footpath 247/1 which is accessed from Greenside and provides a route through Green Belt land all the way to the A10 has however been poorly maintained. See Figure 6.7. The failure to consider the amenity value of Waterbeach’s network of public footpaths will discourage the use of these paths as both a means of sustainable travel but also as a means of accessing the countryside in which the village is set.



Figure 6.7: Public footpath 247/1 leading from Greenside to Back Stiles.



Figure 6.8: Back Stiles: Public footpath 247/1 leading from built up area out to open countryside (but leading to A10)

Policy intent (Policy WAT 9):

- 6.9.8 To protect existing public rights of way network in the parish and to support increased provision in quantity and quality.
- 6.9.9 Policy WAT 1 (*Securing connectivity between Waterbeach village and key destinations including the New Town, employment sites and recreation facilities*) is also relevant to the objectives underpinning Policy WAT 9 since it requires the provision of a new footpath from the built-up area of the proposed Waterbeach New Town to Denny Abbey along the causeway.
- 6.9.10 Permitted public rights of way in the parish are also highly valued and protection and enhancement of these routes would also be supported.

6.9.11 In addition to the permitted public rights of way, there are other outdoor walking routes including the popular Car Dyke which provide important recreational amenity to the Waterbeach residents.

6.9.12 Relevant Local Plan Policies:

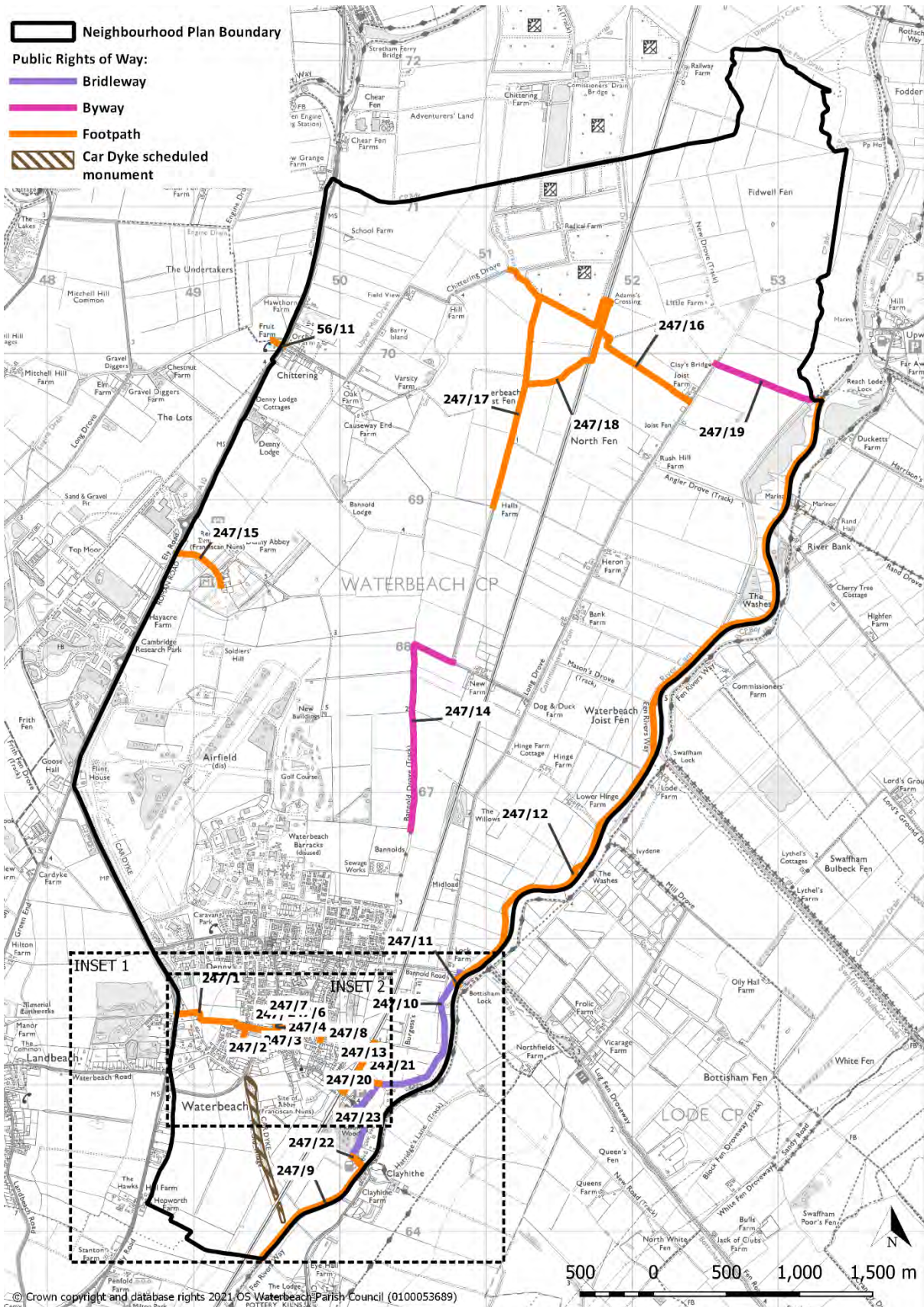
- Policy TI/2: Planning for Sustainable Travel

Policy WAT 9 – Protecting and enhancing the provision and quality of Waterbeach's walking routes including the Waterbeach Public Rights of Way (PROW) network and bridleways

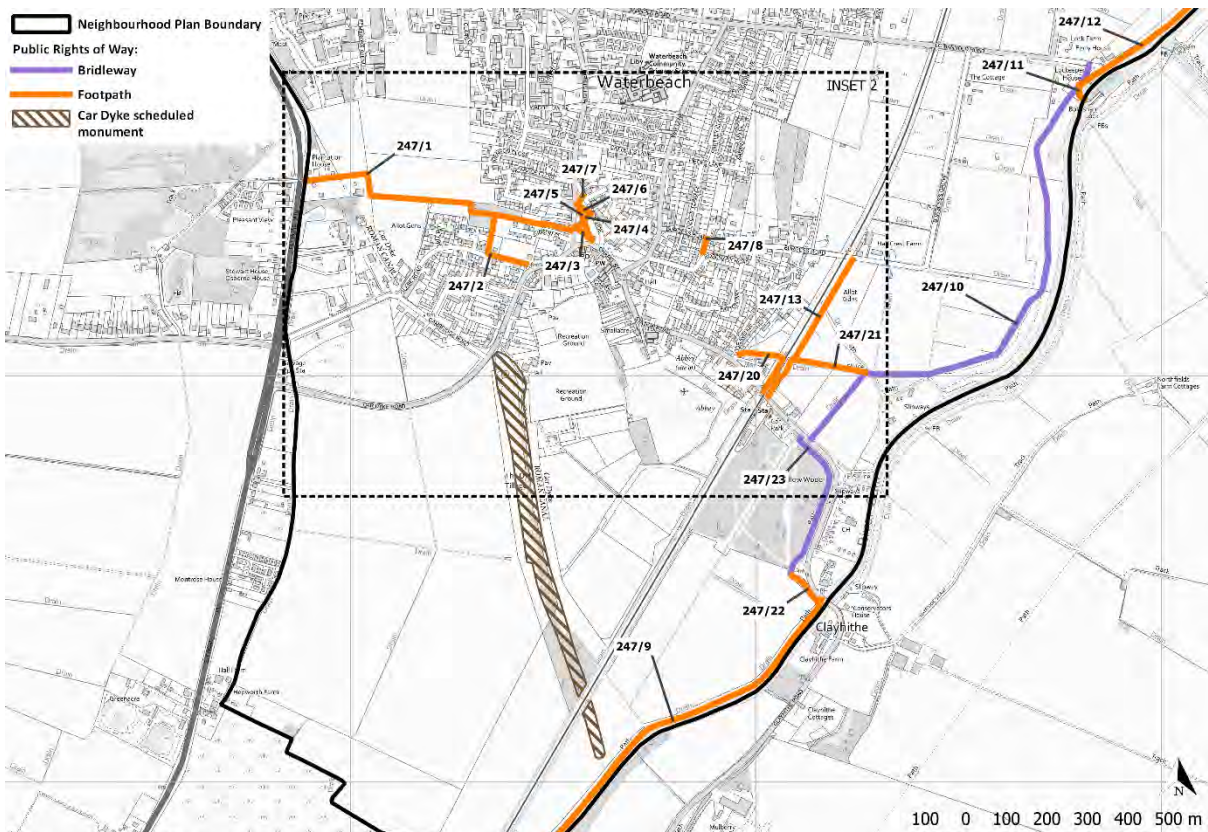
1. The Public Rights of Way network and the Car Dyke scheduled monument shown on Maps 6.6, 6.7 and 6.8 are valued as providing important outdoor recreational opportunities and those within the neighbourhood area will be protected or enhanced.

2. Proposals which include new public rights of way, including bridleways in suitable locations, will be viewed favourably where they are otherwise acceptable. Where opportunities arise to create new links into the existing PROW network, proposals will be expected to do so.

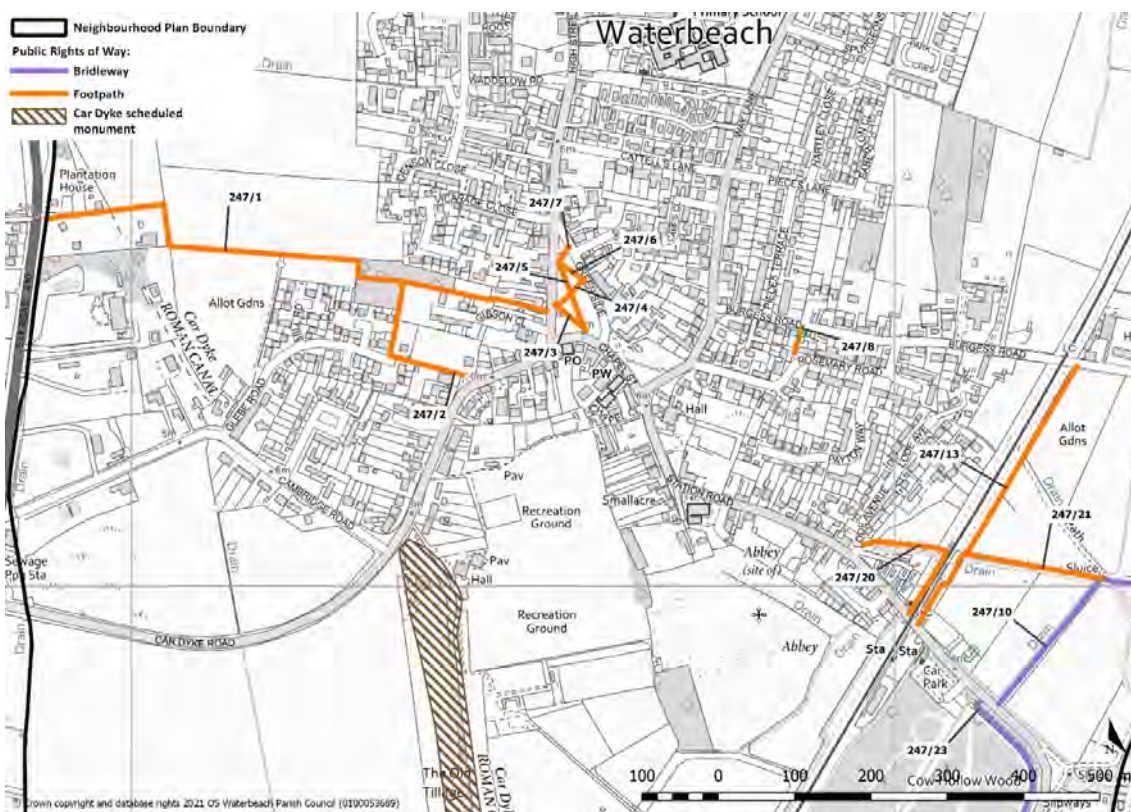
3. Where a proposal comes forward which will be visible from a public right of way, consideration should be given to the design and layout so that visual amenity from the public right of way is maintained and, where possible, enhanced. Development proposals which adversely impact on the amenity value of the PROW network either through interruption to the network or through proposals which impact adversely on the enjoyment of the network (e.g. impacting on the visual amenity, wildlife value or open setting of a PROW) will not normally be supported. In the case of the Waterbeach New Town and the permitted proposed relocated railway station where it is expected there will be visual amenity impacts on the surrounding PROW, proposals will be expected to minimise impacts through sensitive design and appropriate landscaping.



Map 6.6: Walking routes and bridleways in Waterbeach Parish



Map 6.7: Walking routes and bridleways in Waterbeach Parish (inset showing village detail)



Map 6.8: Walking routes and bridleways in Waterbeach Parish (inset showing village centre detail)

CORE OBJECTIVE 6:

- **Amenities along village High Street to thrive and continue to provide essential services to the local community**

What does this mean?

- Retention of shops and services along the High Street and village green.
- Encouraging the provision of new shops and services along the High Street and village green.
- Traffic management and parking measures to facilitate passing car-based trade (for those that need to) in Waterbeach Village Heart.
- Public realm improvements in Waterbeach village centre.

6.10 Policy WAT 10 – Maintaining and enhancing a vibrant Village Heart

Policy context and rationale (Policy WAT 10):

6.10.1 Waterbeach village centre contains a diversity of different uses including shops, public houses, bus stop, the Green and churches. Whilst quieter during the day than during the business of the morning and afternoon rush hour, it has an ‘active’ feel throughout the day; there is rarely a time when the Green or the Gault is free from a dog walker or a carer pushing a pram or people arriving to use shops and services in the Village Heart. Some of the shops and services could be regarded as ‘spread out’ across a wider area but this is inevitable where there is a large green in the middle. To recognise the importance of the existing hub serving the village it was considered important to define a Village Heart as a way of planning the future. The following uses are found within the Village Heart:

Table 6.3: Waterbeach Village Heart Amenities

Shops, restaurants, pubs	Community use
Village Stores	The Green
One Stop shop	The Gault
Pharmacy	The Baptist Church
White Horse	Bus stop
Sun Inn	Post office (within the village stores)
Chinese takeaway	
Hairdressers x2	
Bakers	
Physiotherapist	
Opticians (old butchers)	
Coffee Shop (Pharmacie)	

6.10.2 There are other important village centre uses beyond the defined Village Heart such as the Rosie's Childcare located just off St Andrews Hill, the Salvation Army meeting place on Station Road, the primary school along the High Street, the Beach Social Club located on Cambridge Road, Tillage Hall, St John's Church Hall, The Baptist Chapel, the Chip Shop further north on the High Street as well as the Brewery Tap. These uses can all be regarded as linked to the Village Heart by artery roads leading into it. During mid-way consultation, residents were specifically asked about the proposed extent of the Village Heart. Whilst most respondents agreed with the extent (73%), a number of comments were made stating that the boundary line should be larger to include the school and chip shop in the north and the Beach Club in the south. Existing shops, services and community facilities outside the Village Heart will have land use protection through existing Local Plan policies. But in order to ensure the Village Heart continues to thrive through a period of change we have defined an area where particular consideration should be given when planning applications are considered and where new development proposals for shops, services and community uses will be particularly welcomed. Where facilities are located close to one another, businesses are more likely to thrive and it also makes it easier for residents using the facilities.

On street parking around the Green:

6.10.3 The Village Heart is easily accessible from many parts of the village by foot and many residents will walk through it on their daily route to the railway station or the bus stop. This includes secondary school children. However, many customers to the shops in the Village Heart will have arrived by car. They are either parishioners on the way to work or home or because they are non-parishioners visiting the services whilst passing through. There are free car parking facilities all the way around the edge of the Green. Many of the spaces are in practice used up by commuters who leave their car for the day before walking to the railway station. Some of this parking around the Green can detract from the quality of the public realm and also presents pedestrian safety issues at crossing points. Policy WAT 11 (*Public Realm Improvements in the Village Heart*) supports improvements in the quality of the street scene environment (public realm) which itself may result in a reduction of on street parking provision in specific places. However, overall existing parking provision which supports businesses in the village should be retained or improved.

6.10.4 Many existing problems relating to village centre parking could be addressed through means outside of the Neighbourhood Plan. For example, different traffic management regimes could be introduced such as restricting parking to a maximum time limit and undertaking enforcement measures to pick up on dangerous on street parking. If the existing railway station is relocated (as is currently planned by SCDC),

then this itself may remove the existing problems related to the extent of commuter parking along Greenside; or it may shift the problem to the northern part of the village for example along Cody Road if commuters choose to park in residential areas rather than paying for a station car parking place.

Policy intent (Policy WAT 10):

6.10.5 Due to the importance attached to the current function of the Village Heart in providing a beating heart to the existing community, it is important to define it in planning terms so that any planning applications that come forward in this defined area are ones which either sustain the existing function and vibrancy of the Village Heart or strengthen and diversify them through introducing new village centre uses.

6.10.6 Relevant Local Plan Policies:

- Policy HQ/1: Design Principles
- Policy SC/3: Protection of Village Services and Facilities
- Policy SC/4: Meeting Community Needs
- Policy E/21: Retail Hierarchy

Policy WAT 10 – Maintaining and enhancing a vibrant Village Heart

1. Development proposals within the defined Village Heart (as defined on Map 6.9) will be supported where:

- a) existing town centre uses (shops, services, community facilities) are retained at ground floor level;**
- b) existing shop fronts which contribute to the character and appearance of the village are maintained or enhanced;**
- c) proposed development will otherwise not undermine the function of the Village Heart as a hub for village shops, services and community facilities; and**
- d) the proposal does not unacceptably adversely impact customer parking provision (in terms of quality and quantity) for the shops.**

2. New village centre uses where proposals will support the vitality of the Village Heart and diversify and enhance the range of shops, services and community facilities will be encouraged and supported where access arrangements for deliveries and off-street parking can be satisfactorily provided without any significant negative impact on surrounding residential or village centre amenity.

6.11 Policy WAT 11 – Public realm improvements in the Village Heart

Policy context and rationale (Policy WAT 11):

6.11.1 A key challenge for the Waterbeach Neighbourhood Plan is to make sure the village centre continues to provide essential goods and services to the village residents during the plan period. Significant changes such as the building of the new town, the relocation of the Waterbeach railway station and ongoing changes in the way people shop and secure services will have implications for the village centre. These may be positive or negative. The most effective way for the village centre to be prepared is to preserve the strengths by protecting the quality of the built environment in the centre – see Policy WAT 14 (*Waterbeach design principles*) and protecting the Green (SCDC Local Plan policy does this), but also recognising and addressing the weaknesses including the specific areas of poor public realm in and around the Village Heart.

6.11.2 The specific areas shown on Map 6.9 have been identified and consulted on by the NP group. Unattractive areas of public realm in the village centre is also something identified in the Waterbeach Heritage and Character Assessment and Design Principles Document.

Area 1: This is a large area of hard surfacing on Green Side and Chapel Street junction. This detracts from the village green in this highly visible location.

Area 2: This is a narrow stretch of pavement and public realm outside the Village Stores. The pavement is inadequately narrow making it impossible for people to pass safely or cross the road safely from the Green. It is especially hazardous for people with limited mobility.

Area 3: This is an area of hard surfacing/parking area outside the current takeaway and a small area of landscaping. It is an unattractive public area with scope for improvement.

Area 4: This is an area of hard surfacing/car parking area outside the White Horse Pub and landscaping outside the One Stop shop. It is an unattractive public area which detracts from the Green.

Area 5: This is the northern part of the village green. Greenside meets the High Street here posing challenges in protecting the Green. The mature tree offers a precious visual amenity in this exposed location.

6.11.3 The area around the bus stop on Greenside has also been identified as needing improvement in order to improve its functionality for people (especially those with disabilities) to make their way from the bus shelter on to the bus. Currently, the positioning of the kerb prohibits easy access and the configuration of the hard surfacing makes it difficult to move with walking aides, wheelchairs or mobility scooter from the bus shelter area to the edge of the pavement in order to get on or off a bus. The bus stop is also often occupied by parked cars.

Policy intent (Policy WAT 11):

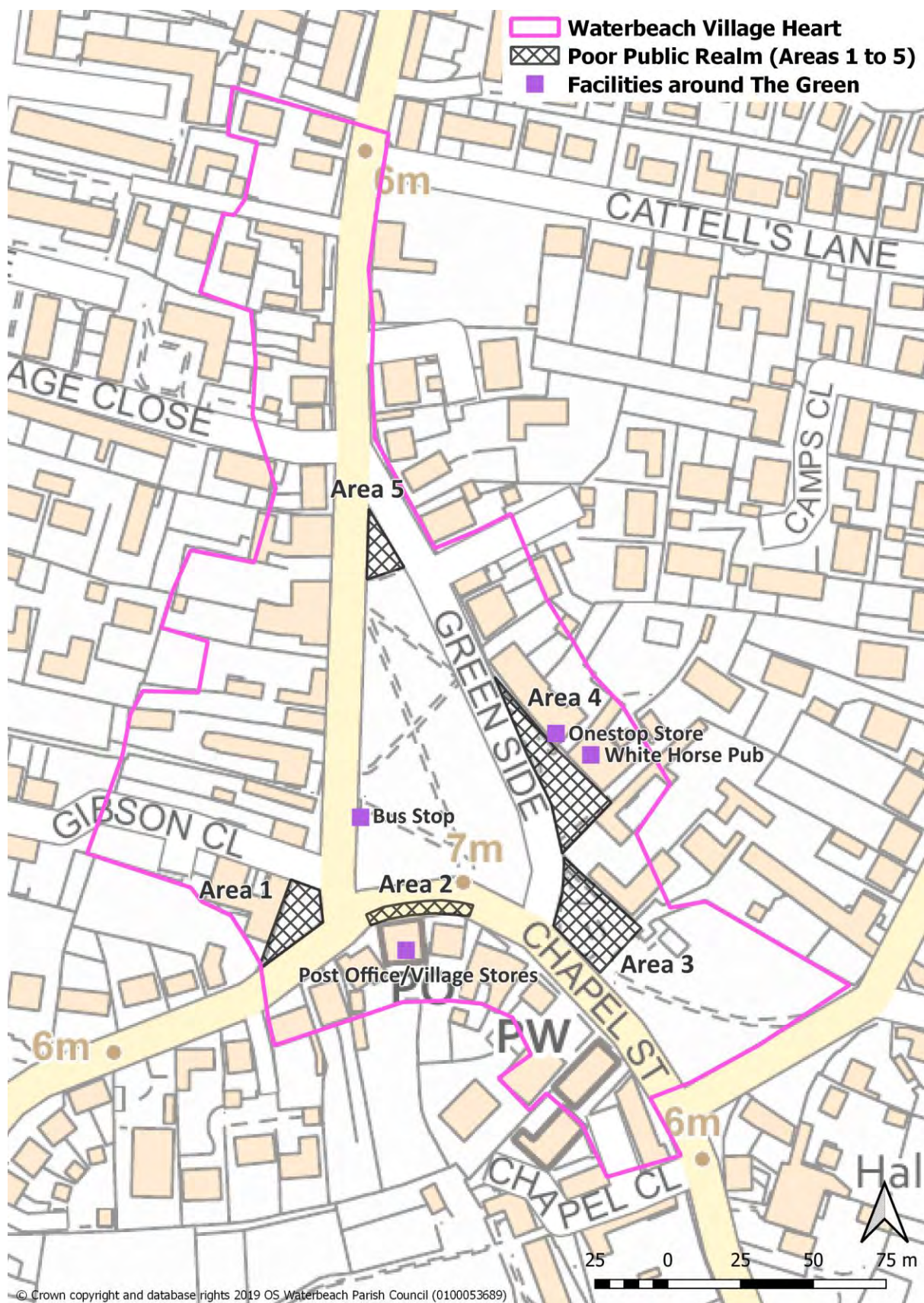
6.11.4 It is acknowledged that the identified street scene improvements may not all be *delivered* through these policies in the Neighbourhood Plan (they can only be delivered this way where a development proposal necessitates the improvement as a result of impacts from the development in question). Waterbeach Parish Council is however committed to working with the relevant landowners and highways to deliver the aspirations identified in Policy WAT 11. Please see the community aspirations in Appendix 1 for more detail. It includes a non-planning policy commitment for the parish council to continue working alongside landowners and highways to explore appropriate solutions in the village.

6.11.5 The intent of the policy is to support in principle development schemes which would deliver or contribute towards their delivery and to resist proposals which would undermine the possibility of the public realm improvements coming forward.

6.11.6 As street scene improvements in Waterbeach Village Heart are essential to ensuring the village centre not only survives but thrives as a local parade for residents, development proposals elsewhere in the parish which may impact on the village centre, may be expected to contribute funds to the delivery of the street scene improvement projects.

6.11.7 Relevant Local Plan Policies:

- Policy HQ/1: Design Principles



Map 6.9: Areas for public realm improvement

Policy WAT 11 – Public realm improvements in the Village Heart

1. Development proposals which are otherwise acceptable, and which contribute towards the following street scene improvements will be supported:

- a) Improving the public realm at the existing large area of hard surfacing at Green Side/Chapel Street junction – see Area 1 on Map 6.9. There is potential for public realm to be redesigned to create an attractive frontage and vibrant street scape and in a way which responds more appropriately to the character of the village in this highly visible location.**
- b) Reconfiguration of current Village Stores site along Chapel Street – see Area 2 on Map 6.9, to incorporate a wider and more accessible entrance and a safer and more accessible pedestrian environment allowing for safe access and safer crossing point.**
- c) Reconfiguration of land outside the current takeaway on Chapel Street/Greenside – see Area 3 on Map 6.9 to incorporate high quality soft landscaping, pavement resurfacing and maximise opportunities for formal bicycle parking.**
- d) Reconfiguration of land outside the current White Horse Pub on Greenside – see Area 4 on Map 6.9 to incorporate high quality soft landscaping, pavement resurfacing and maximise opportunities for formal bicycle parking.**
- e) Soft landscaping improvements to the northern part of village green – see Area 5 on Map 6.9).**
- f) Improving access for passengers embarking buses at the bus stop.**
- g) Preventing through traffic using the road to the east of the village green (resident access only).**

2. The area outside the White Horse PH covering the road and the eastern edge of the green is also identified as an opportunity for resurfacing allowing for level pedestrian crossing from this part of the village hub to the green.

6.12 Policy WAT 12 - Waterbeach village public realm developer contributions

Policy intent (Policy WAT 12):

6.12.1 This policy is intended to ensure the Village Heart continues to thrive as a local centre which provides essential services to the local community during a period of significant change as the Waterbeach New Town development comes forward.

6.12.2 Relevant Local Plan Policies:

- Policy SC/4: Meeting Community Needs
- Policy TI/8: Infrastructure and New Developments

Policy WAT 12 - Waterbeach village public realm developer contributions

Contributions towards the public realm initiatives identified in Policy WAT 11 (*Public realm improvements in the Village Heart*) will be sought from all major development proposals where occupants or users of the development are likely to use or access Waterbeach Village Heart or its services and where the contribution is directly, fairly and reasonably related in scale and kind to the development proposed.

CORE OBJECTIVE 7:

- **Develop a balanced economy with a variety of jobs at a scale appropriate to the size of Waterbeach**

What does this mean?

- Protect and enhance existing employment sites in the village.
- Range of employment opportunities in the New Town.

6.13 Policy WAT 13 – Denny End Industrial Estate and Cambridge Innovation Park

Rationale and reasoned justification (Policy WAT 13):

- 6.13.1 The SCDC Local Plan identifies the Denny End Industrial site as an Established Employment Area in Policy E/15. The Local Plan states that this site should remain in employment use. The Local Plan Policy SS/6: Waterbeach New Town also requires provision of employment as part of the Waterbeach New Town to meet the needs of the town and provide access to local jobs.
- 6.13.2 Although Cambridge Innovation Park is not identified as an Established Employment Area and is not within the village development framework defined in the South Cambridgeshire Local Plan, its current and future development would be appropriate, subject to criteria, under SCLP Policies E/13 (New development on the edge of villages) and E/16 (Expansion of existing businesses in the countryside).
- 6.13.3 The Neighbourhood Plan supports these policies and there is no need to duplicate them in the Plan. However, given the important role in respect of job opportunities in the village that the sites play it is important that the areas of the two sites, within which further future development or redevelopment will be accepted, are defined in the plan and that locally specific criteria to protect the location on Denny End Road and its surrounding uses are set out.
- 6.13.4 Denny End Industrial Estate is located south of Denny End Road close to the A10 junction and is accessed via Pembroke Avenue and Convent Drive. Cambridge Innovation Park is a business park providing serviced office space directly off Denny End Road to the north, also close to the A10 junction. The areas of the two sites are set out at Map 6.10.

Policy Intent (Policy WAT 13):

6.13.5 The NP supports the use of the Denny End Industrial Estate and the Cambridge Innovation Park for employment uses in line with the Local Plan. The NP does however recognise the potential for employment uses to detract from street scene quality along Denny End Road especially near the entrances to both sites as well as a potential to impact adversely on neighbouring residential uses. In addition, in respect of both sites, there is the opportunity to improve access for pedestrians and cyclists. Policy WAT 13 of the NP therefore seeks to ensure that these considerations are taken on board as part of any proposals at Denny End Industrial Estate or at Cambridge Innovation Park.

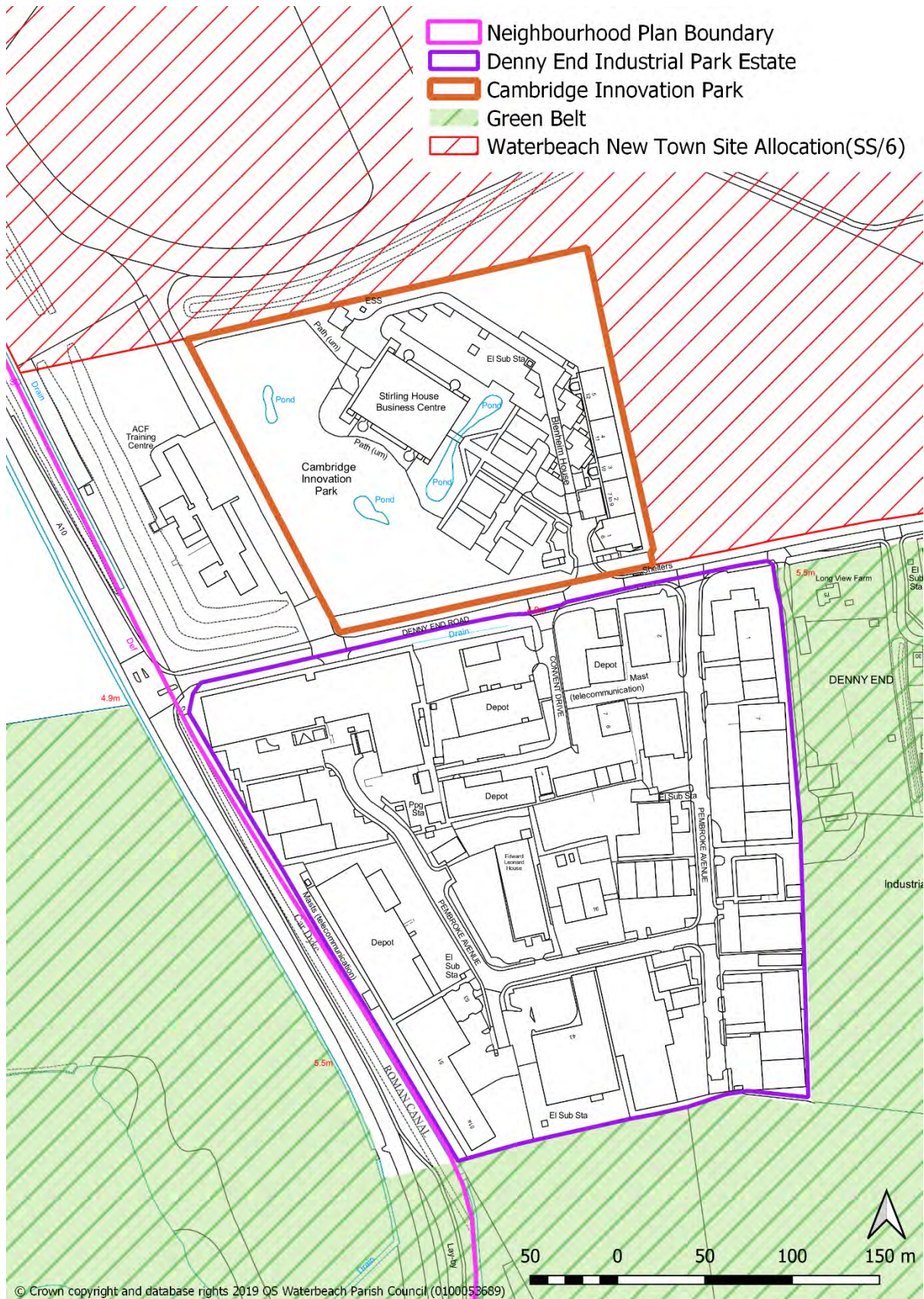
6.13.6 Relevant Local Plan Policies:

- Policy E/15: Established Employment Areas

Policy WAT 13 – Denny End Industrial Estate and Cambridge Innovation Park

1. Development proposals for new employment uses within the area of Denny End Industrial Estate and Cambridge Innovation Park, as defined in Map 6.10, will be supported. The following considerations apply:

- a) Maintaining a high quality of architectural design and landscaping on the frontage to Denny End Road.**
- b) Maintaining or improving residential amenity to neighbouring properties.**
- c) Utilising opportunities to improve street scene within the sites themselves.**
- d) Improving access to the sites by non-motorised modes of transport.**



Map 6.10: Denny End Industrial Estate and Cambridge Innovation Park

CORE OBJECTIVE 8:

- **Retain distinctive rural character of existing settlement**

What does this mean?

- Maintain and enhance tranquillity of Waterbeach village.
- Promotion of development that maintains or enhances distinctive rural character of existing settlement.

6.14 Policy WAT 14 – Waterbeach design principles

Policy context and rationale (Policy WAT 14):

6.14.1 Adopted Local Plan Policy HQ/1: Design Principles requires all new development to be of high-quality design, with a clear vision as to the positive contribution the development will make to its local and wider context. The policy then contains 15 overarching design principles that should be adhered to depending on the scale and nature of the proposed development. Supporting paragraph 5.6 states that a fully integrated and responsive design-led approach to development is needed rather than design being approached as a simple checklist or as an optional extra.

6.14.2 Adopted Local Plan Policy SS/6: Waterbeach New Town requires “measures to address landscape, townscape and setting of heritage assets in the surrounding area and deliver a high-quality new development”. As part of this the policy requires that the new town will:

- Provide strategic landscaping within and beyond the major development sites to deliver high quality environs; and
- Provide an appropriate screening of the town in views from Denny Abbey in order to protect the historic significance of the Abbey; and
- Maintain the village character of Waterbeach.

6.14.3 Policy SS/6: Waterbeach New Town is not accompanied by any further information as to what the village character of Waterbeach is.

6.14.4 The adopted Waterbeach New Town SPD provides in Chapter 2 some text on the character of Waterbeach, the surrounding Fenland landscape and Cambridge Research Park as follows:

Waterbeach village:

“Immediately to the south of the site is the village of Waterbeach which has a population of around 4,500. The organic arrangement of buildings around the linear High Street and

village green at the heart of the village provide a significant contribution to its character. A strong linear form and street pattern with continuous building frontage is typical of much of the core of the village. It has grown significantly through the latter half of the 20th Century.

The historic core, at the southern end of the village, forms the focus of the Waterbeach Conservation Area which contains a cluster of listed buildings and a scheduled monument. The tower of St John's Church, located in the south-east corner of the village, creates a distinct landmark that contributes to the visual amenity of the surrounding area.

Open land to the south, east and west of the village are located within the Cambridge Green Belt.

The Fenland landscape:

The land to the east and north of the site is heavily influenced by the landscape of the River Cam which flows around 400m to the east. It is a landscape described as 'Planned Peat Fen' (East of England Landscape Framework), consisting of a flat, low lying and sparsely populated landscape characterised by dark peaty soils. A grid like pattern of large arable fields bounded by drainage ditches is identified as a common feature.

5 km to the north east of the site on the opposite side of the River Cam is Wicken Fen, a RAMSAR Site in recognition of its international importance as a wetland habitat, a Site of Special Scientific Interest (SSSI) and a Special Area of Conservation. In 1999, the National Trust launched the "Wicken Fen Vision", an ambitious 100-year, landscape-scale conservation project to extend the reserve from Wicken south towards the outskirts of Cambridge, covering an area of 5,300 hectares.

The southern extent of Cam Washes SSSI is situated some 1.6km to the north east of the site. The area is characterised by a series of low lying pastures which are subject to seasonal flooding. The site is an important location for a diverse range of wintering and breeding wildfowl and wading bird species.

There are existing public rights of way from Waterbeach village into the fenland landscape which tend to follow the banks of the River Cam.

Cambridge Research Park:

Cambridge Research Park (CRP) is located adjacent to and opposite the site on the western side of the A10. It has a distinctive modern character with expansively glazed buildings arranged within a lakeside landscape setting. It is a key location for local employment consisting of some 30,000 sqm of office floorspace occupied by a number of science, biotech, construction, engineering and technology companies. Planning permission has been granted for the expansion of the park and for the construction of a new hotel."

6.14.5 The adopted Local Plan and the Waterbeach New Town SPD both recognise the importance of the historic core within Waterbeach Conservation Area. There is however no character appraisal for the Waterbeach Conservation Area.

6.14.6 To help inform the Neighbourhood Plan, Waterbeach Parish Council commissioned the preparation of the Waterbeach Heritage and Character Assessment (WHCA) and to follow on from this the Waterbeach Design Principles document. The work was provided direct from AECOM through grant support from Locality in 2018 and 2019.

6.14.7 The WHCA divides the neighbourhood plan area into three distinct areas:

1. The Waterbeach Barracks
2. Waterbeach village
3. The central and northern rural area



Figure 6.9: The three broad character areas identified in the Waterbeach Design Principles document

Illustration taken from page 5 of the Waterbeach Design Principles document published by AECOM, 2019. Figures covered in that document by © Crown copyright and database rights 2019 Ordnance Survey 0100031673

6.14.8 For each of the areas, the document provides information on key characteristics, geology and soils, topography and hydrology, land use and land cover, movement and connectivity, settlement and built form, heritage assets, green space and public realm, views, cultural associations. Within Chapter 5 (Managing Change) of the WHCA, positive aspects of change are identified alongside issues to be addressed, sensitivity to change and character management principles. As part of this, the following issues are identified in the document:

- A lack of green space within the built-up area of the village.
- Poor provision of public rights of way, especially connecting to the existing public rights of way along the River Cam.
- A lack of landmark buildings reduces legibility within the village.
- Low parking provision especially at the railway station leads to on-street parking which creates bottlenecks and congestion especially at peak times.
- Poor connection between modern housing estates limiting movement and connectivity.
- The signalised junction at Denny End Road causes congestion, particularly at peak times.
- Lack of space for new development within the current settlement boundary of Waterbeach.
- Dispersed retail units at the Greenside currently lack a focused area of retail provision which prevents a sense of destination being achieved.
- The Greenside lacks active frontages and could benefit from café and restaurants which spill out into the public realm. The under provision for restaurant and café outlets means the only alternatives are limited to a small number of community venues and the occasional pub⁵.
- The potential for the village green as a focal point of social activity is not properly realised. The hard boundary of parked cars blocks views of the mature trees on the green.
- A number of rear garden developments have increased the housing density.
- New developments along Bannold Road offer little useable open space.
- Lack of off street parking has resulted in on street parking along Station Road and around Greenside.
- Shops within the village centre show little consideration in their design, facades and signage.
- Historic shops on High Street are a great resource for the village and form part of the heritage but could be better promoted.
- Public amenities at the centre of the village are not focused as to encourage social activity. For example, the village notice board is directed into the busy junction of Cambridge Road and Greenside, closed off from the Green in which it

⁵ A café has since opened on Chapel Street next to the Sun PH. Both have tables outside when the weather is fine.

is located. In close proximity, a bus stop appears inward looking and dark with a solid wall at its rear. This closes it off from the Green and increases the physical distinction and distance between the streetscape on Western Greenside and the Green.

6.14.9 Following the completion of the Waterbeach Heritage and Character Assessment, the NP steering group published it on their website and consulted on key aspects as part of the November 2018 Mid Way Engagement Survey. In addition, the NP steering group included *landscape, heritage and character* and *Village Heart* as two key discussion topics at two community workshops held in the Beach Club. As part of this consultation, there was general agreement with the issues and findings of the Waterbeach Heritage and Character Assessment. However, participants during the workshops did not agree that Greenside retail units lacked focus although they did agree that an area of public realm/open space where a café or similar could spill out onto would be good.

Design Principles document:

6.14.10 Following the production of the Waterbeach Heritage and Character Assessment, AECOM were then commissioned to produce a Design Principles Guide for Waterbeach. This document was finalised by AECOM in April 2019 and included a set of sixteen design principles for the plan area as a whole.

6.14.11 Chapter 2 of the Design Principles document explains:

- how applicants should begin the design process and the steps that should be taken to achieve successful design;
- the six core place making design objectives (Places for People, Enrich the Existing, Make Connection, Work with the Landscape, Mix uses and Form and Design for Change) as set out in the Urban Design Compendium, and which apply to all development proposals and masterplans;
- that the six core place making design objectives applies to each and every one of the sixteen Waterbeach Design Principles.

6.14.12 Chapter 3 in the Design Principles document is divided into three sections (see Figure 6.9) focusing in turn on the three Character Areas. They are defined slightly differently to the character areas in the Waterbeach Heritage and Character Assessment.

- Waterbeach village
- The Urban Edge
- The Central and Northern Rural Part (incorporates Waterbeach New Town)

6.14.13 Chapter 3 provides, for each of the three character areas, a description of opportunities and constraints, together with a description of the design features which contribute to the existing character of the area. Applicants are advised to refer to the opportunities and constraints when undertaking their own site assessments (at the outset of the design process) and be informed by the character area descriptions when preparing their applications.

6.14.14 The Neighbourhood Plan supports the sixteen design principles set out in the Waterbeach Design Principles Document. Schedule 1 below introduces each of the principles and indicates in which development scenarios they would be relevant.

Schedule 1: The Waterbeach Design Principles to be applied in different parts of the parish

	Waterbeach Design Principle	Where design principle is applicable
WDP1	New development and building alterations should use materials of a high quality, which respond to the character of the buildings in the area. They should have strong attention to architectural detailing complementary to the distinctive character of Waterbeach.	Applicable for all development in all locations but in the new town there will be scope for new technologies and some flexibility in approach subject to designs having regard to the character of the established settlement.
WDP2	Retail in the village heart would benefit from shops and services being better co-located similar to the neighbouring bakers, hairdressers and opticians on High Street. This makes using different shops more convenient. ⁶	Applicable to Greenside in Waterbeach village.
WDP3	Infill development along the Greenside, High Street and where Cambridge Road connects with Station Road is likely to be less appropriate where it would result in an increase in density or the loss of gaps between buildings when viewed from the street.	Applicable for proposals coming forward in Waterbeach village conservation area.
WDP4	New development should respond to the village characteristics of Waterbeach in particular plot widths and proportions, building lines, roof lines, heights, the scale of buildings, massing and boundary treatments	Applicable for all development in all village locations. With respect to the Waterbeach New Town, it is acknowledged the new town

⁶ This principle has been reworded (for reasons of clarity) by the NP steering group since the adoption of the WDP.

	Waterbeach Design Principle	Where design principle is applicable
		will have its own identity separate to that of Waterbeach village and that the Waterbeach New Town SPD and planning permissions already set some design parameters, but nevertheless the design approach should have regard to existing local character including that in Waterbeach village.
WDP5	Alterations proposed to existing buildings including the adaptation or replacement of external features should demonstrate a detailed knowledge of the history and design qualities evident. A clear rationale for how this is taken account of in the design of alterations proposed should be provided.	Applicable to proposals in Waterbeach Conservation Area and where designated and non-designated heritage assets are involved.
WDP6	Buildings and features of historic interest or townscape interest identified in this assessment within and outside of the conservation area including their setting should be protected.	Applicable for all development in all locations where there are buildings or features of historic or townscape interest.
WDP7	The importance of trees and hedgerows in both public and private spaces needs to be addressed, as they are significant contributors to the character of Waterbeach. New development should not normally result in the loss of existing trees and hedgerows and tree groups and proposed trees and hedgerows should be incorporated into new development, increasingly so at the edge of the village.	Applicable for all development in all locations.
WDP8	Proposed dwellings at the rural edge of the settlement should be set back from the street and boundary planting of mixed native hedging provided to maintain the distinction with the rural landscape as well as at a density reflective of the rural edge location.	Applicable to proposals on the urban edge and to the central and northern rural parts of Waterbeach.
WDP9	Discrete locations of mobile homes provide an important house type whilst retaining the character of Waterbeach.	Not a design principle but accepted as part of the housing chapter.

	Waterbeach Design Principle	Where design principle is applicable
WDP10	Informal recreational green space accompanied by appropriate planting should form the framework of new development.	Applicable for all proposals in all locations.
WDP11	Street furniture should contribute to the sense of place.	Applicable to Waterbeach village and the urban edge.
WDP12	Proposals should include adequate provision for car parking and traffic calming where necessary.	Applicable to all proposals in all locations.
WDP13	Opportunity for innovation and the creative interpretation of the design principles is encouraged, so long as the design enhances the distinctive character of Waterbeach (including the open Fenland landscape). In the case of development coming forward as part of Waterbeach New Town, proposals should respond sensitively to the open Fenland character which surrounds it.	Applicable for all proposals in all locations.
WDP14	Encourage the improvement of public realm in Waterbeach village.	Applicable to Waterbeach village Character Area. See Village Heart policies also.
WDP15	Encourage better legibility and connectivity through improving existing road networks and by providing well connected sustainable access points.	This is an important part of the transport policies in the NP. Applicable in all locations for all proposals.
WDP16	In any new development or extension, existing roof lines along High Street, Station Road and Car Dyke Road should be respected to maintain a consistent roof line along the street.	Proposals along High Street, Car Dyke Road, and Station Road.
WDP17	Any infill development between existing buildings of different heights should create a roofline which integrates the new development and creates rhythm along the street. New development or building extensions should respect the existing building lines.	Infill development in the village.

Policy intent (Policy WAT 14):

6.14.15 The purpose of Policy WAT 14 is to add local specific context to the Design policy already provided in the adopted Local Plan. The applicant will be expected to refer to the SCDC Design SPD, the Waterbeach Heritage and Character Assessment (2019) and the Waterbeach Design Principles (2019) document in the process of defining existing character and understanding how any proposal can contribute positively to this.

6.14.16 Relevant Local Plan Policies:

- Policy HQ/1: Design Principles

Policy WAT 14 – Waterbeach design principles

Development proposals in the plan area will be supported where a design-led approach has informed the scheme’s layout, design, choice of building materials and densities.

All proposals will be expected to have regard to existing built environment and landscape character as described in the Waterbeach Heritage and Character Assessment and (within the new town) the Waterbeach New Town SPD.

In preparing the design of any development, account must be taken of the design principles set out in Schedule 1 supporting this policy and (within the new town) the guiding principles set out in the Waterbeach New Town SPD.

6.15 Policy WAT 15 – Development and landscape quality

Context and rationale (Policy WAT 15):

6.15.1 Policy NH/2: Protecting and Enhancing Landscape Character in the Local Plan states that development will only be permitted where it respects and retains or enhances the local character and distinctiveness of the local landscape and of the individual National Character Area in which it is located.

6.15.2 The plan area includes two National Character Areas (NCA) as defined by Natural England. These are National Character Area 88: Bedfordshire and Cambridgeshire Claylands and National Character Area 46: The Fens. The majority of the parish is covered by NCA 46: the Fens which extends across the northern and eastern areas of the parish. The Waterbeach Heritage and Character Assessments finds that the key characteristics of NCA 88 which are of particular relevance to the plan area are:

- predominantly open, arable landscape of planned and regular fields bounded by open ditches and trimmed, often species-poor hedgerows which contrast with those fields that are irregular and piecemeal;
- diversity of building materials including brick, render, thatch and stone; and
- smaller towns, villages and linear settlements widely dispersed, giving a rural feel; fen-edge villages are often in a linear form along roads.

6.15.3 The key characteristics of NCA 46 which are of particular relevance to this assessment are:

- expansive, flat, open, low-lying wetland landscape offering extensive vistas to level horizons and huge skies, providing a sense of rural remoteness and tranquillity;
- woodland cover is sparse;
- the predominant land use is arable; and
- open fields, bounded by a network of drains and the distinctive hierarchy of rivers (some embanked), have a strong influence on the geometric/rectilinear landscape pattern.

6.15.4 The South Cambridgeshire District Design Guide SPD includes a landscape character overview. This identifies Waterbeach as lying within the Fen Edge, which is described as a mostly flat, low lying landscape with open views. Linear 'lodes', drains and droves running north-south form distinctive features of the character area. Large skies, a hierarchy of streams and ditches, rich and varied intensive agricultural land with a range of arable and horticultural crops are distinctive. Small scale medieval field patterns are still visible around the edge of the settlement. Low lying sand and gravel fen 'islands' rise above the surrounding flat landscape and have provided a historic focus for settlements.

6.15.5 The WHCA Design Principles document identifies distinctive *Principles* for each of the three Character areas in the plan area (Waterbeach village, the Urban Edge and Central and Northern Rural Parts of Waterbeach). These are set out in Schedule 2 below.

Schedule 2: Working with the Landscape Principles

	Waterbeach Landscape Principle	Where applicable
	Waterbeach Village Character Area	
WLP1	Applicants need to consider how proposed open space links to existing green space providing a wide network for green infrastructure.	Where new open space is being provided
WLP2	Parks and play facilities should be used as community focal points with development, as recommended in the Recreational Open Space Study July 2013, by SCDC.	Where park and play facilities are provided or located close by
WLP3	Landscape features that have high biodiversity/ecological value should be retained and incorporated within the proposals. Development proposals should work with the topography with buildings integrated within the existing topography in order to soften the appearance of a new development within the landscape. Views out of a site to prominent landscape features and landmarks should also be retained and where possible enhanced.	Where landscape features are present
WLP4	A management and maintenance plan describing how all elements in the landscape will be maintained should accompany all soft and hard landscape proposals.	Where new landscape features are being provided
WLP5	Development proposals should protect and retain important landscape features where possible and incorporate them into the proposed landscapes.	Where landscape features are present
WLP6	The proportions of front gardens should reflect existing plot layout in the vicinity. Existing front gardens should be retained to ensure a green setting to the building and enhance the public realm. New development will be expected to provide front gardens and as well as rear garden space.	Residential development including extensions in the village

	Waterbeach Landscape Principle	Where applicable
	The Urban Edge	
WLP7	Views from Waterbeach Recreation Ground south across the rural landscape beyond the parish boundary are important. Similarly views are experienced from the train and form an important transition from leaving the city of Cambridge and entering the rural Fenlands. Narrow views of the built form of Cambridge are replaced with long distance, uninterrupted views across the flat fenland landscape. New development will need to consider these important views.	Where views are noted
WLP8	Views are important aspects which require strong consideration in future development. Built form should avoid obstructing existing views if they are recognised by the community as having local importance. Landscape and visual assessments will identify the impact of proposed development on such views, taking into account variations in land topography.	Where views are noted
WLP9	The use of focal buildings of local materials and architectural styles can be used to enhance views or frame them. Their scale, layout and form should enhance the buildings around the site.	Everywhere in this character area
	The Central and Northern Rural Parts of Waterbeach	
WLP10	Central and northern rural areas of Waterbeach give rise to large open views with big skies, which are typically characteristic of Cambridgeshire Fenland. These views need to be retained as far as possible with future development taking into consideration the impact on existing sky line and horizon. Routes along straight drives leaving the settlement heading north give opportunities for such views. These views need to form part of site analysis to identify if they can be retained and included within future development.	Waterbeach New Town development Countryside development
WLP11	New development should respond to the setting of surrounding landscape consisting of dramatic flat agricultural fields and open views. New development should also consider the effects of boundaries to properties as existing boundaries are in most cases hedgerows. Some examples of	Waterbeach New Town development Countryside development

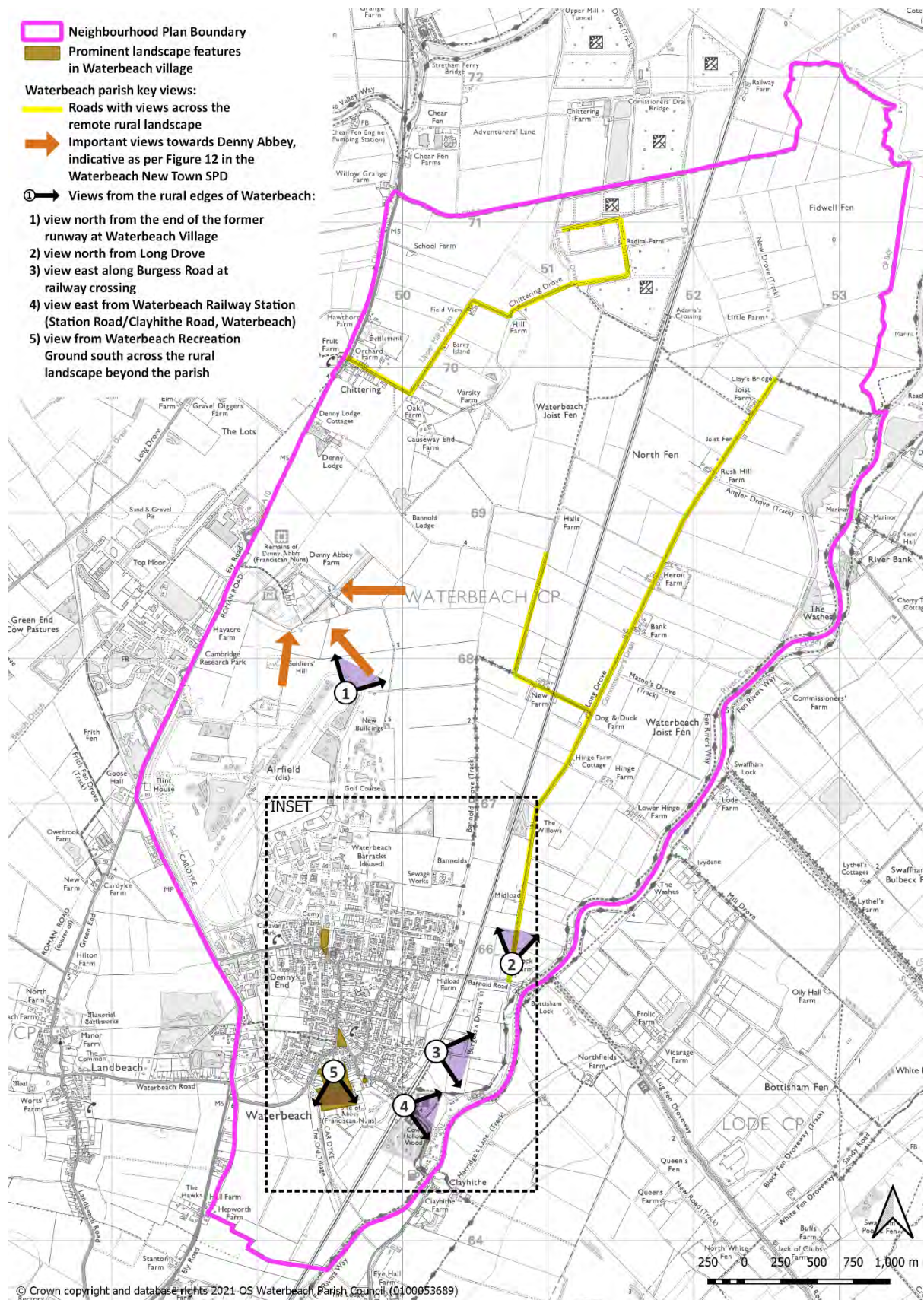
	Waterbeach Landscape Principle	Where applicable
	brick walls and brick piers to farmsteads exist which are characteristics that should be used to influence future development.	
WLP12	The rural landscape (beyond the approved Waterbeach New Town) should be managed to retain its distinctive sense of remoteness and isolation.	Applicable in the Central and Northern Rural parts of the Parish

Policy intent (Policy WAT 15):

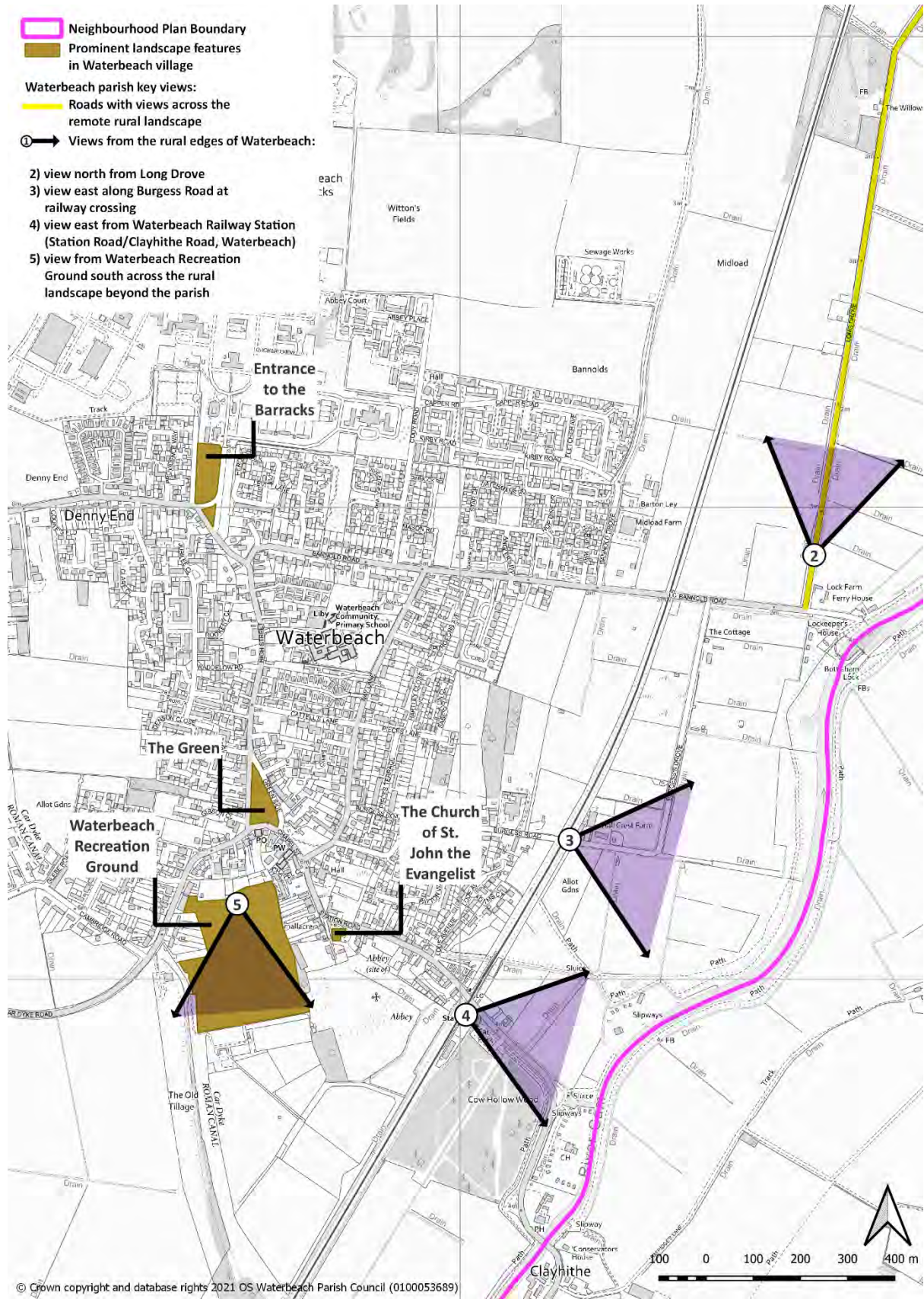
6.15.6 To ensure all development proposals (in the village, on the urban edge and in the rural area) protect and where possible enhance existing landscape features which are distinctive to Waterbeach parish.

6.15.7 Relevant Local Plan Policies:

- Policy HQ/1: Design Principles



Map 6.11: Waterbeach Parish Key Views and Waterbeach Village Prominent Landscape Features



Map 6.12: Waterbeach Parish Key Views and Waterbeach Village Prominent Landscape Features (Inset)

Policy WAT 15 – Development and landscape quality

Development shall be supported where it respects and retains or enhances the local character and distinctiveness of the local landscape in which it is located. In this regard, proposals will be supported where they take account of the *Working with the Landscape Principles* provided in Schedule 2.

Beyond the settlement edge (including, once developed, the newly defined edge at Waterbeach New Town), the distinctive sense of remoteness and isolation experienced in our fen edge landscape shall be respected and the long distance, uninterrupted views, out to the north and east, across the flat fenland landscape especially from the River Cam identified in Maps 6.11 and 6.12 shall be protected or enhanced.

6.16 Policy WAT 16 – Important edge of settlement sites on the eastern edge of Waterbeach village

6.16.1 In the context of Waterbeach village there are open areas of land on the edge of settlement which are of particular importance in contributing to the rural setting of the village Waterbeach as well as sense of place. They are both at village gateway locations and the openness of these parcels of land help to provide a sense of departure from the built up area of the village out into open countryside beyond.

Land east of Midload Farm:

6.16.2 This is an open and tranquil site on the edge of the settlement very close to the railway crossing on Bannold Road, providing an open setting to the walking, cycling and bridleway routes from the village edge to the riverside walks and public rights of way network. The land is not part of the Green Belt and therefore the important characteristics of the site in contributing to the quality and openness of the countryside setting to Waterbeach is not protected in the way that land on the settlement edge is to the south.

Town Holt:

6.16.3 An open area of farmland in the Green Belt next to the train line on Clayhithe Road, just outside the settlement boundary. The site provides an attractive setting on the village edge to the openness of the Green Belt beyond. There is a footpath bordering Town Holt from Lode Avenue to the northbound railway platform. There are also footpaths to Burgess Drove, alongside the railway, and to the river via Town Holt.

Policy intent (Policy WAT 16):

6.16.4 It is not anticipated that development proposals will come forward on these parcels of land since they are outside the settlement boundary and in the case of Town Holt, within the Green Belt; neither is it the intent to encourage development at these sites.

6.16.5 The intent of this policy is instead to recognise the contribution that these edge of settlement sites make to the setting of Waterbeach village and to ensure any development which may impact on the sites (for example on neighbouring land) protects or enhances rather than detracts from this contribution.

6.16.6 Relevant Local Plan Policies:

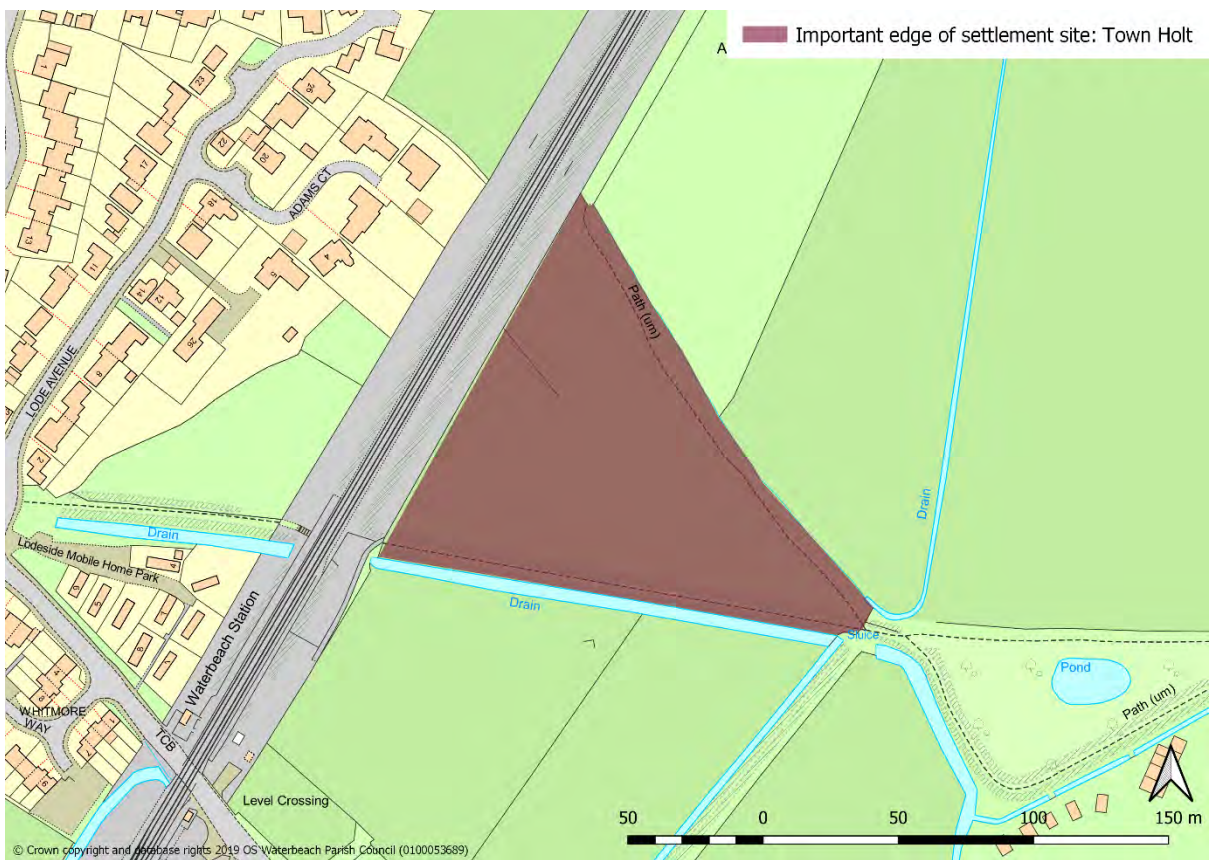
- Policy HQ/1: Design Principles
- Policy NH/8: Mitigating the Impact of Development in and Adjoining the Green Belt

Policy WAT 16 – Important edge of settlement sites on the eastern edge of Waterbeach village

Development which will have a harmful impact on the contributions made by land east of Midload Farm and at Town Holt (as defined in Maps 6.13 and 6.14) to the rural setting of Waterbeach, including the openness of the surrounding countryside experienced at these locations, will not be supported.



Map 6.13: Important edge of settlement site: Midload Farm



Map 6.14: Important edge of settlement site: Town Holt

CORE OBJECTIVE 9A:

- **Increase access to informal and formal green space**

What does this mean?

- Ensure appropriate amount of land available for recreation and sporting facilities.
- Ensure non-vehicular access to these areas.

6.16.7 The policies in this section of the NP are also highly relevant to the core objective in the previous section “Retain distinctive rural character of existing settlement”.

6.16.8 As part of preparing the NP, the NP group undertook an assessment of formal and informal outdoor spaces in and around the village and parish in order to understand their function and community value. The community and stakeholders were invited to provide input during two community workshops held in November 2018 and as part of the parish wide mid-way NP consultation undertaken in November and December 2018. The outcome of this assessment is available to view in Table 6.4 below. The consultation itself is available to view in the Consultation Statement submitted alongside this NP. Table 6.4 also records existing Local Plan policy designations applicable to each space as well as additional designations proposed by this NP (through NP Policies WAT 17 (*Protected Village Amenity Areas – Barracks Main Entrance Denny End Road, Camlocks, Clare Close, Winfold Road and Park Crescent*), WAT 18 (*Local Green Space in Waterbeach Parish*), WAT 20 (*Sites of value to biodiversity*) and WAT 9 (*Protecting and enhancing the provision and quality of Waterbeach’s walking routes including the Waterbeach Public Rights of Way (PROW) network and bridleways*)). The assessment includes the well-known and obvious valuable open spaces such as the Green. It also includes other less obvious, but nevertheless important, spaces for maintaining and enhancing sense of place and health and well-being in the parish.

6.16.9 The open spaces have a variety of different functions, for example, provision of outdoor sports and play provision, biodiversity value and Waterbeach-specific rural character.

6.16.10 In terms of recreation and sports facilities, Waterbeach village is currently served by the large recreation ground that has a range of sports facilities including football pitches, a cricket square, a bowls green, tennis courts, a children’s play area and a skate park.

6.16.11 Recreation and sports facilities are also provided at Waterbeach barracks including squash courts, and a sports hall. The use of the sports facilities on the barracks was agreed between Urban & Civic and South Cambridgeshire District Council for community use as part of S106 payment for the conversion of flats for NHS Staff

accommodation. Previously at the barracks there had been an outdoor swimming pool, a golf course and access to the lakes for fishing but these facilities were lost to the community when the barracks closed.

- 6.16.12 Existing community and sports facilities are given land use protection under adopted Local Plan Policy SC/3: Protection of Village Services and Facilities. Local Plan Policy SC/4: Meeting Community Needs also provides a mechanism for securing new facilities through new development. A Community Development Strategy is also being prepared for Waterbeach New Town. The NP supports these policies and there is no need to duplicate them in the NP.
- 6.16.13 Existing recreational areas, playing fields, allotments and community orchards are given land use protection under Policy SC/8: Protection of Existing Recreational Areas, Playing Fields, Allotments and Community Orchards where loss is only accepted under specific circumstances such as where replacement facilities are provided.
- 6.16.14 Local Plan Policy NH/12: Local Green Space gives land use protection to the two central green areas known as the Green and the Gault in Waterbeach village by designating these specific spaces as Local Green Spaces (see Maps 2.1 and 2.2). The NP supports these designations and there is no need for additional policies in the NP.
- 6.16.15 Local Plan Policy NH/11 also identifies nine areas of land in Waterbeach village as Protected Village Amenity Areas. The policy does not allow for development within or adjacent to those areas if it would have an adverse impact on the character, amenity, tranquillity or function of the village. Maps 2.1 and 2.2 show these designations. They apply to the following spaces:
- i. a grassed area of amenity land in front of bungalows on Cambridge Road either side of the Coronation Close junction;
 - ii. an area of green space, comprising private gardens and public amenity grassed area with bench next to the chip shop, referred to locally as the Old Pond site;
 - iii. private gardens with mature planting and attractive wall on the corner plot of Waddelow Road and the High Street;
 - iv. a large area of public and private land adjacent to the Primary School fronting on High Street;
 - v. the school amenity land on the eastern side fronting Way Lane;
 - vi. a corner plot of private garden space including mature trees and attractive wall at junction of Cattell's Lane and the High Street;
 - vii. a small plot of land between the Green and the Gault (outside the takeaway and used for parking);

- viii. private gardens with mature planting and attractive wall on the Chapel Close/Station Road corner plot; and
- ix. large plot of private land including mature planting, wall and historic buildings of The Hall along Station Road.

Table 6.4 – An assessment of formal and informal open spaces in Waterbeach parish

	Main function of the space and how it is valued by the community	Current policy designation and other comment	Proposed NP policy
1. The Village Green	Important space at heart of the village	Given full protection as Local Green Space in the Local Plan	None
2. The Gault	Important space at heart of the village	Given full protection as Local Green Space in the Local Plan	None
3. Old Pond Site next to the chip shop on High Street	Small oasis of green in built up area, including a seat for the weary to rest on their journey	It is protected as a Protected Village Amenity Area in the Local Plan. Potential site for improvements (through tree planting, furniture?)	None
4. Old Burial Ground	Former village burial ground with public access. Planted with wild flowers close to busy Station Road providing much needed green break.	Owned by the St. John's Church. It is Green Belt land.	None
5. Recreation Ground	Important space at heart of village for recreation, sports, events and outdoor meeting place for young and old and all in between.	Owned by the Parish Council. It is Green Belt land. Important to recognise and safeguard as recreation facility serving the community.	Protect as Local Green Space. Policy WAT 18
6. Back Stiles	Located on the North western edge of Waterbeach village linking	None	The footpath is protected under Policy WAT 9 and

	Main function of the space and how it is valued by the community	Current policy designation and other comment	Proposed NP policy
	<p>the village heart to the A10. An area of grass and scrub with public footpath running along the northern boundary. Pleasant to view from the footpath but not accessible to villagers.</p> <p>The network of publicly accessible footpaths is highly valued and should be protected. The amenity value of these footpaths should be protected or enhanced.</p>		improvements to quality sought in connection with new development.
7. Camlocks	Public amenity space located on northern edge of the village (north of Bannold Road). Locally equipped area of play in a housing estate. Important area for play and community gathering and giving a green break between two developments	Owned by Morris Homes	Extend Local Plan PVAA designation to this site. Policy WAT 17
8. Woodland behind Saberton Close and Park Crescent	Small area of woodland located on the eastern edge of the village abutting residential areas. Secluded area where wildlife can take refuge particularly after habitat loss in Bannold Road		Identify as important site for parish biodiversity. Policy WAT 20
9. Green Space within Park Crescent	Play and public amenity in Eastern part of the village. Area of green that provides an open aspect to Park Crescent allowing safe play for children	Owned by Annington Homes	Extend Local Plan PVAA designation to this site. Policy WAT 17

	Main function of the space and how it is valued by the community	Current policy designation and other comment	Proposed NP policy
10. Green space at Barracks Entrance	Iconic entrance to the barracks area providing an important transition from the northern edge of the village to the new town and dominated by a magnificent copper beach hedge and lined with ornamental cherry trees along the avenue from Denny End Road.	Owned by DIO	Extend Local Plan PVAA designation to this site. Policy WAT 17
11. Grassed area on Coronation Close/Cambridge Road	Important green focal point for this part of the village setting the tone of its character,	Designated as a Protected Village Amenity area in the Local Plan	None
12. Primary school frontage area	Grassed area with a tree at the entrance to primary school separate from the High Street by a low fence and hedge. Gives school a community feel, makes a difference for staff, children and parents. Visually important.	Designated as a Protected Village Amenity Area in the Local Plan	None
13. Winfold Road	Important amenity land in residential area in western part of village.	None	Extend Local Plan PVAA designation to this site. Policy WAT 17
14. Clare Close	Important land in residential area in western part of the village.	None	Extend Local Plan PVAA designation to this site. Policy WAT 17
15. Glebe Road allotments	A well-used allotment site located on the western edge of Waterbeach village in the Green Belt.	Green Belt land. Generic protection under Local Plan Policy SC/8 <i>Protection of Existing Recreational Areas, Playing Fields,</i>	None

	Main function of the space and how it is valued by the community	Current policy designation and other comment	Proposed NP policy
		<i>Allotments and Community Orchards</i>	
16. Burgess Road allotments	A well-used allotment site located on the eastern edge of Waterbeach village in the Green Belt.	Green Belt land. Generic protection under Local Plan Policy SC/8 <i>Protection of Existing Recreational Areas, Playing Fields, Allotments and Community Orchards</i>	None
17. Town Holt	Informal open space providing visual amenity. The area is an open and tranquil parcel of Green Belt farm land on edge of settlement boundary linking the station to riverside walks on a safe pedestrian route. An important site contributing to the quality and openness of Green Belt land beyond.	Farmland on existing Green Belt land	Policy WAT 16
18. Riverside Walk	Riverside walk, wildlife, country walk. Public amenity. Considered a huge community asset by those on land and water providing safe walks/runs for those looking for tranquillity or exercise. Important area for wildlife.	Important to recognise the value of this site through the Neighbourhood Plan.	Applicable in footpaths Policy WAT 9 and wildlife policy.
19. Car Dyke	Has historic value as ancient Roman port. Valued as a quiet area on edge of recreation ground. Ideal for dog walkers.	Designated as a scheduled monument	Policy WAT 9

	Main function of the space and how it is valued by the community	Current policy designation and other comment	Proposed NP policy
20. Land east of Midload Farm	Informal area of open space on private farmland and not accessible to the public. An open and tranquil site on the edge of settlement, providing an open setting to the walking/cycling and driving route from village edge to the riverside walks. Important for wildlife. An important site contributing to the quality and openness of the countryside beyond.	Farmland	Policy WAT 16
21. Cow Hollow Wood Area of woodland and footpaths	An area of 6.82 hectares of woodland and footpaths managed by the Woodland Trust. The site is in the Green Belt to the east of Waterbeach railway station and accessed, by foot, from Clayhithe Road.	Green Belt land	An important site for wildlife. Also applicable to footpaths Policy WAT 9.
Notes on this table: Spaces 1 to 5 above are located in the centre of the village. Spaces 6 to 16 are located in residential areas in the edges of the village. Spaces 17 to 21 are located outside the built-up area of the village.			

6.17 Policy WAT 17 - Protected Village Amenity Areas - Barracks Main Entrance Denny End Road, Camlocks, Clare Close, Winfold Road and Park Crescent

Context and rationale (Policy WAT 17):

6.17.1 The following sites which are currently not designated as PVAA under the Local Plan are also considered appropriate and suitable for PVAA designation. The sites were identified as valuable to the community as part of consultation on the NP including the mid-way consultation exercise undertaken in November and December 2018.

- Green space at entrance to Barracks. This site has cultural significance and currently provides an iconic entrance to the barracks providing an important transition from the village to the new town. It is dominated by a magnificent copper beech hedge and beyond the hedge is an avenue lined with well-

established ornamental cherry trees. It is an important landmark in the parish.

- Camlocks. This is an area of public amenity space including locally equipped area of play provided as part of the housing development. It is an important area for play and community gathering giving a green break between two developments.
- Green space within Park Crescent. This is an area of play and public amenity land providing an open aspect to Park Crescent and allowing safe play for children.
- Clare Close. This is a valued area of amenity land in a built-up residential area.
- Winfold Road. This is a valued area of amenity land in a built-up residential area.

Policy intent (Policy WAT 17):

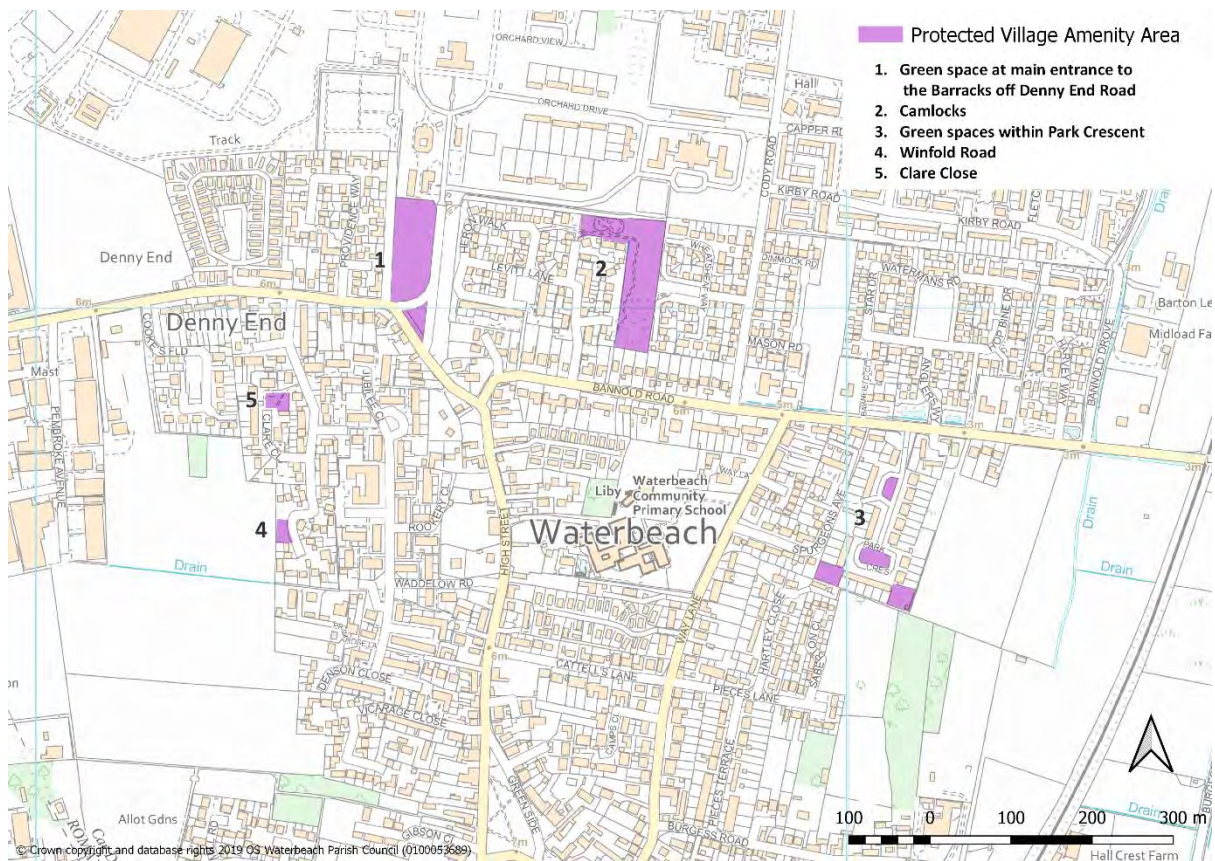
6.17.2 To extend the PVAA designation which exists within the Local Plan to five new sites: the green space at the main entrance to the Barracks off Denny End Road and the public amenity space within Camlocks, Park Crescent, Clare Close and Winfold Road.

6.17.3 Relevant Local Plan Policies:

- Policy NH/11: Protected Village Amenity Area

Policy WAT 17 – Protected Village Amenity Areas – Barracks Main Entrance Denny End Road, Camlocks, Clare Close, Winfold Road and Park Crescent

The green spaces as shown on Map 6.15, at the Barracks Main Entrance on Denny End Road, Camlocks, Clare Close, Winfold Road and Park Crescent, are designated as a Protected Village Amenity Area under Policy NH/11 of the South Cambridgeshire Local Plan.



Map 6.15: Protected Village Amenity Areas

6.18 Policy WAT 18 – Local Green Space in Waterbeach Parish

Context and rationale (Policy WAT 18):

6.18.1 There is one valuable open space site (the Recreation Ground) that is in close proximity to the local community, local in character and is demonstrably special to the community for its recreational value in particular. The neighbourhood plan proposes that this site is designated as Local Green Space (LGS) under the provisions of the National Planning Policy Framework 2021 and joins the LGS sites protected from development save in very special circumstances under the South Cambridgeshire Local Plan at Policy NH/12.

- The Recreation Ground – This space is a centrally located and valuable community space providing informal recreation space, outdoor meeting space and a skate park. It is used by all age groups.

Policy Intent (Policy WAT 18):

6.18.2 In recognition of its demonstrably special value to Waterbeach Parish residents as public open space this site is designated and protected as LGS.

6.18.3 Development will not be permitted except in very special circumstances which may include where a proposal has the specific purpose of improving the quality and quantity of the open space and its function.

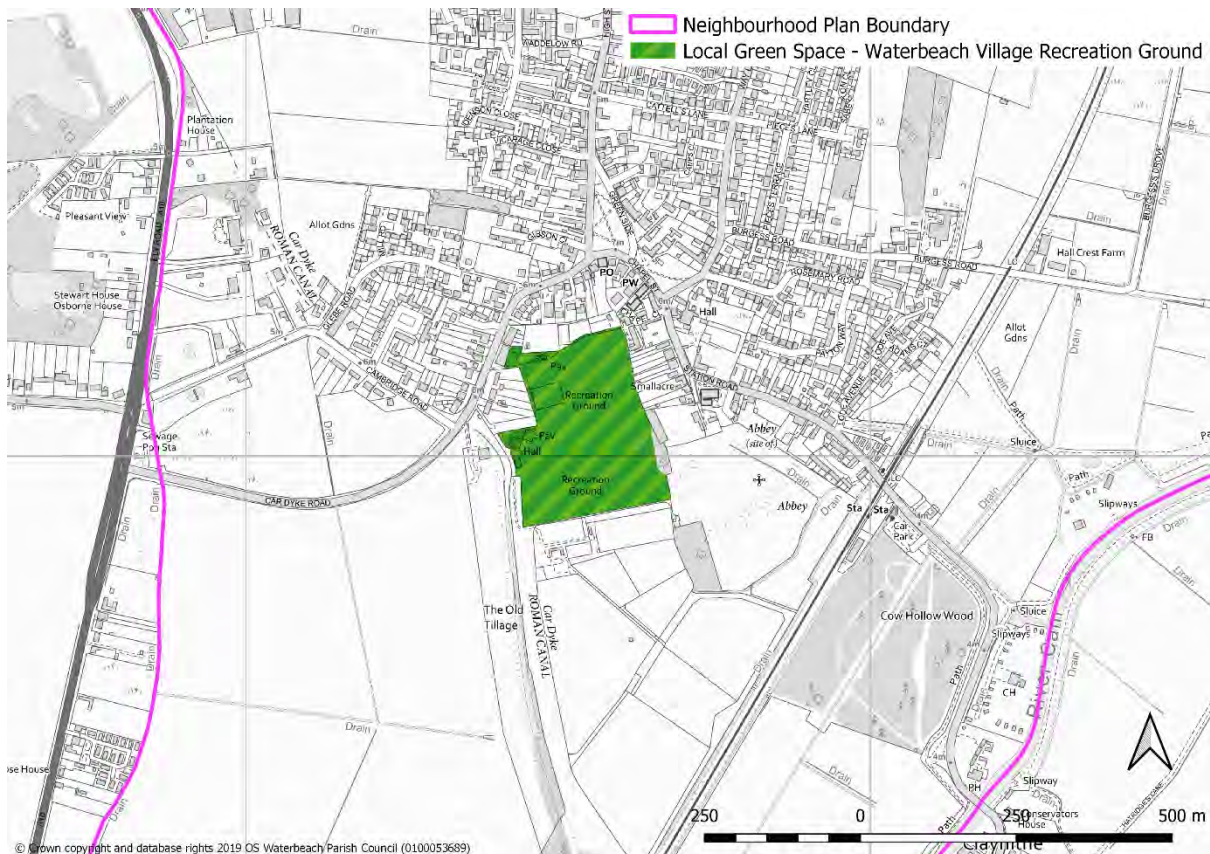
6.18.4 Relevant Local Plan Policies:

- Policy NH/12: Local Green Space

Policy WAT 18 – Local Green Space in Waterbeach Parish

The following publicly accessible open space as identified in Map 6.16 is designated as a Local Green Space and protected from development under South Cambridgeshire Local Plan Policy NH/12.

- **Waterbeach Recreation Ground**



Map 6.16: Local Green Space

6.19 Policy WAT 19 – Development and green infrastructure

Context and rationale (Policy WAT 19):

- 6.19.1 Additional green infrastructure provision will be required according to open space and play standards set out in the Local Plan. There is therefore no need to have a separate policy on this.
- 6.19.2 The Waterbeach Heritage and Character Assessment notes a lack of open space within the built-up area of the village. It also identifies opportunities for improving the attractiveness of the recreation ground as an open space and it identifies examples of new development on Bannold Road where open space provision delivered as part of new development is limited in functionality (open space is *solely* limited to the provision of the drainage basins) and identifies a need for development to provide more practical and more useable open space. It is important these open spaces are accessible to residents by reason of wellbeing and community interaction.
- 6.19.3 Policy WAT 19 is therefore focused on ensuring that the value of open space provision delivered as part of housing development is maximised.

6.19.4 Relevant Local Plan Policies:

- Policy NH/6: Green Infrastructure
- Policy SC/7: Outdoor Play Space, Informal Open Space and New Developments

Policy WAT 19 – Development and green infrastructure

Where new open space/wildlife/green corridors are being provided as part of new development, they should, as far as is possible, be designed to link well with wider green infrastructure in the parish. New parks, informal open spaces and play facilities should be located and designed with a view to them functioning as focal points in the neighbourhood.

To be accepted as an acceptable form of public open space provision, the space must offer useable recreational space. Drainage basins will not be accepted as a contribution towards public open space unless they are specifically designed to be dual use providing both a drainage function and an opportunity for at least informal public open space use.



Figure 6.10: Fencing surrounding drainage basin created as part of new development along Bannold Road



Figure 6.11: Drainage basin created as part of new development along Bannold Road

CORE OBJECTIVE 9B:

- **Maintain and increase biodiversity**

What does this mean?

- Identify and protect existing areas of biodiversity value.
- Ensure appropriate management plans in place to protect and enhance areas of valuable natural environment/biodiversity.

6.20 Policy WAT 20 – Sites of value to biodiversity

6.20.1 Local Plan Policy NH/4: Biodiversity requires that new development must aim to maintain, enhance, restore or add to biodiversity. It provides a decision-making framework for different types of development proposals with different potential impacts on biodiversity. The policy states that “Planning permission will be refused for development resulting in the loss, deterioration or fragmentation of irreplaceable habitats unless the need for, and benefits of, the development in that location clearly outweigh the loss.” The NP supports this approach and there is no need to duplicate this in the NP. The specific measures relating to net gains in biodiversity set out in the second paragraph of Policy WAT 20 have been identified as they are specifically applicable to Waterbeach parish and have been informed through community and stakeholder engagement.

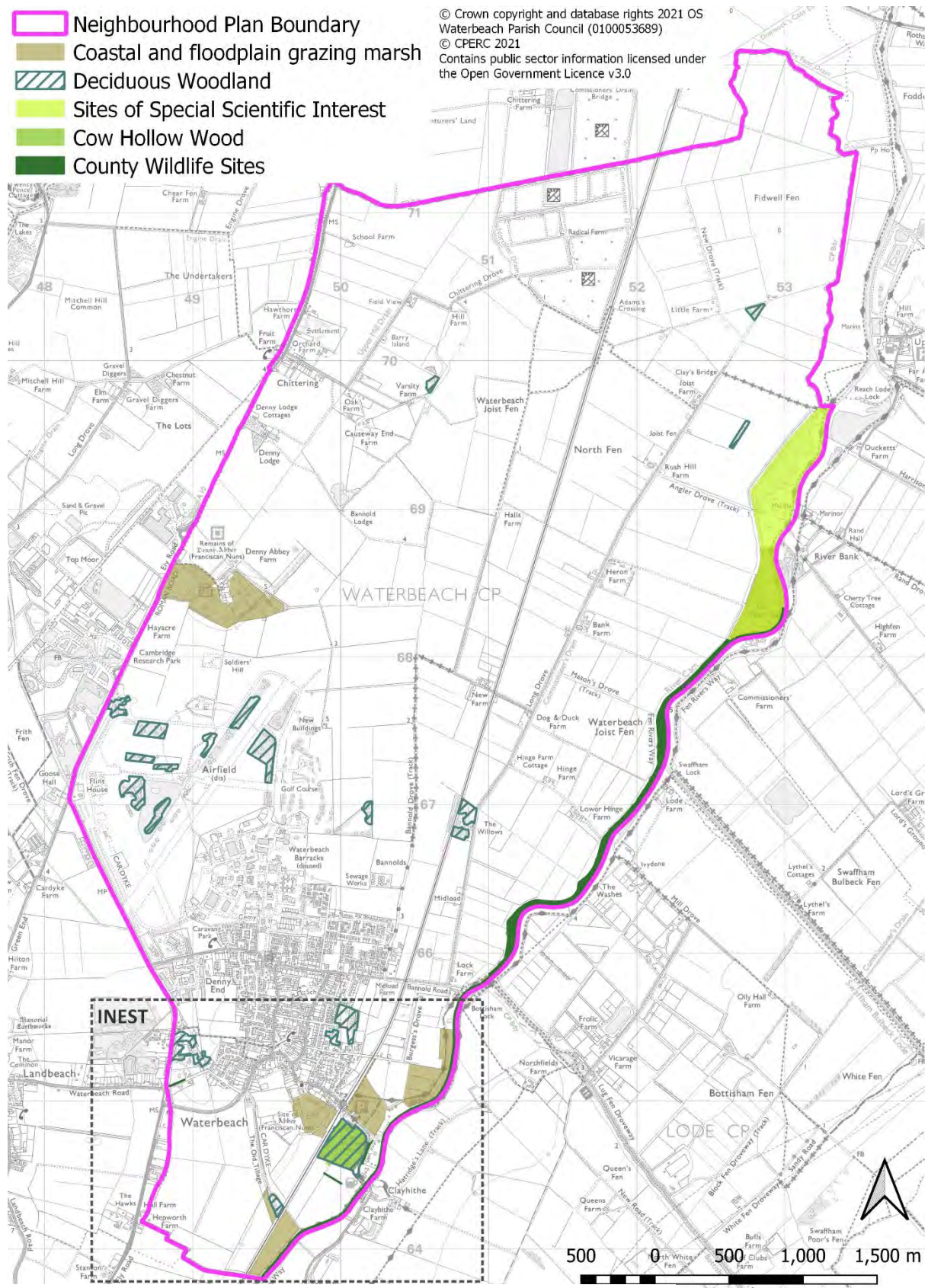
6.20.2 Known existing sites of importance to biodiversity in the parish include:

- Site of Special Scientific Interest in the north east of the parish which is the southern extent of the Cam Washes.
- Areas of deciduous woodland (as identified using magic mapping in 2019 at www.magic.gov.uk) in the south west adjacent to the A10, in the south east behind Saberton Close and at Waterbeach Barracks.
- Floodplain grazing marsh (as identified using magic mapping in 2019 at www.magic.gov.uk) south of St John’s Church, to the east along Station Road and along the River Cam and at Denny Abbey.
- It also includes the County Wildlife Site along Cambridge Road.
- Cow Hollow Wood.

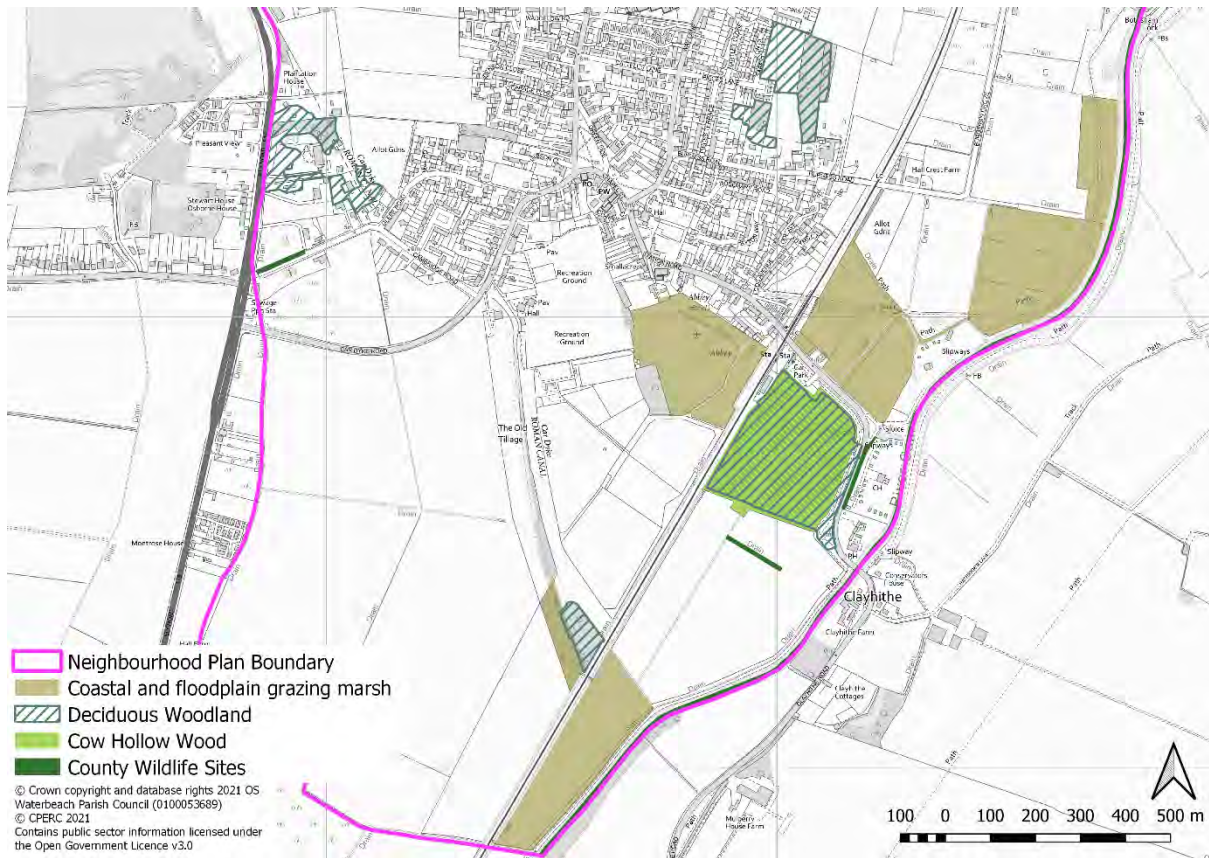
6.20.3 Maps 6.17 and 6.18 show the location of these sites as sourced from www.magic.gov.uk.

6.20.4 There is also the River Cam County Wildlife Site which runs along part of the extent of the River Cam.

6.20.5 The assessment of valued open spaces in the parish (see Table 6.4 in this NP) also considers Back Stiles in the western edge of the village to have biodiversity value.



Map 6.17: Indicative sites of value to biodiversity



Map 6.18: Indicative sites of value to biodiversity (village inset)

Policy intent (Policy WAT 20):

6.20.6 Policy WAT 20 does not identify specific sites of value in the parish that must be protected. Instead, the policy emphasizes the need for the biodiversity value of existing sites to be taken into account when development proposals come forward which may impact on those sites. The supporting text to the policy provides information on the known sites of value in the parish. This is intended to assist with implementation. Of key relevance is the network of habitats that currently exists through the deciduous woodland areas, the River Cam and areas of floodplain grazing marsh. When development proposals come forward the emphasis should be on improving biodiversity through strengthening these networks.

6.20.7 Relevant Local Plan Policies:

- Policy NH/4: Biodiversity
- Policy NH/5: Sites of Biodiversity or Geological Importance

Policy WAT 20 – Sites of value to biodiversity

Development proposals close to or involving a site of biodiversity value in the Parish as defined in Map 6.17 and Map 6.18 must take full account of the biodiversity value.

All development should provide net gains in biodiversity by creating, restoring and enhancing habitats for the benefit of species. In doing so applicants should seek to retain and enhance the biodiversity value of the habitat network across deciduous woodland, the River Cam and floodplain grazing marsh. This applies to development coming forward at Waterbeach New Town as well as other strategic and major (e.g. 10 or more dwellings) development proposals where opportunities for creating and reconnecting existing and new habitat networks may be the greatest. However, it also applies to smaller development proposals (e.g. less than 10 dwellings) where opportunities for tree and hedgerow planting will exist, together with measures such as the incorporation of bird and bat boxes and installation of green or brown roofs.

CORE OBJECTIVE 10:

- **Enable local residents and workers to access appropriate local housing provision**

What does this mean?

- A quantity and range of affordable housing tenures (e.g. subsidised rent, shared ownership) that meets identified local needs.
- Community led housing (where local people take the lead in actively commissioning and building homes).
- Support and encourage self-build homes.
- A local connection policy on some affordable housing (giving priority access to people with a connection to Waterbeach parish).
- A range of sizes for market housing.
- Retaining our mobile home parks which provide an important element of housing choice to the village.

6.21 Policy WAT 21 – Housing mix

Policy context and rationale (Policy WAT 21):

6.21.1 Local Plan Policy S/5: Provision of New Jobs and Homes establishes the level of growth the district is required to deliver during the plan period 2011 to 2031. This is 22,000 additional jobs to support the Cambridge Cluster and provide a diverse range of local jobs and 19,500 new homes, including affordable housing.

6.21.2 Waterbeach New Town is a key part of the District Council's overall strategy. Local Plan Policy SS/6: Waterbeach New Town identifies the site as suitable for delivering approximately 8,000 to 9,000 new homes during the plan period⁷.

6.21.3 Local Plan Policy SS/6: Waterbeach New Town requires that the new town provide residential development which has a mix of dwelling sizes and types, including affordable housing, to achieve a balanced and inclusive community.

⁷ As at November 2021, the outline planning permission (S/0559/17/OL) for the western part of the site approved in September 2019 for up to 6,500 new homes and the outline planning application (S/2075/18/OL) that SCDC's planning committee in January 2021 resolved to approve for up to 4,500 new homes results proposals for 11,000 homes.

6.21.4 Local Plan Policy H/9: Housing Mix asserts that a “wide choice, type and mix of housing will be provided to meet the needs of different groups in the community including families with children, older people, those seeking starter homes, people wishing to build their own homes, people seeking private rented sector housing, and people with disabilities”. To meet district-wide needs, the policy requires for developments of 10 or more new homes to consist of:

- a) At least 30% 1 or 2 bedroom homes;
- b) At least 30% 3 bedroom homes;
- c) At least 30% 4 or more bedroom homes;
- d) A 10% flexibility allowance.

6.21.5 It is estimated there were 2,070 dwellings in Waterbeach in 2015⁸. The existing housing stock is currently reasonably diverse. Detached and semi-detached homes are the dominant types but to a less degree than in many villages; terraces account for a quarter of all dwellings. Flats make up seven per cent and temporary/mobile homes make up five per cent⁹. This means the existing housing stock is well balanced in terms of contributing towards maintaining a mixed, balanced and vibrant community. Affordability, of course, remains a significant problem and this is addressed below in Policy WAT 21 (*Housing mix*) and WAT 22 (*Rural exception site affordable housing in Waterbeach parish*).

6.21.6 In terms of informing an understanding of the types of new homes which would meet the needs of Waterbeach residents, there are indications that proportionally there is a higher need for smaller properties of 1 and 2 bed homes. As part of mid-way community engagement undertaken with parish residents in November 2018, respondents were asked if they wanted or needed to move out of their existing property. 40% of respondents stated that either:

- the entire household or a member of the household wished to or needed to move out of their existing property, or
- the entire household or a member of the household may want to move out of their existing property.

6.21.7 Of this proportion over 90% expressed a desire to stay or possibly stay in the parish. Of these, over 60% wished to purchase a property on the open market and 54% indicated a need for 1- or 2-bedroom properties. If this survey is representative of needs across the parish then this indicates that the 30% requirement for market schemes to be 1 or 2 bedrooms to be too small in order to provide a mix which suits the prevailing needs and demand indicate by Waterbeach parish residents.

⁸ Cambridgeshire Population and Dwelling Stock Estimates: mid 2015, Cambridgeshire County Council 2017

⁹ *ibid*

6.21.8 The results are reaffirmed through the results of the 2019 Waterbeach Community Land Trust Housing Needs Survey undertaken during the summer of 2019. This survey targeted all residents of Waterbeach, as well as trying to capture those who worked locally or were on the South Cambridgeshire Right to Build list. In total, there were 151 responses, of which 105 had a local connection to Waterbeach. These had varying housing needs, including market housing needs, as well as affordable housing needs. Of the responses, around 65% would be looking for one or two bedrooms.

6.21.9 The age profile of Waterbeach’s population is noted in the Demographic and Socio Economic Review of Waterbeach (undertaken by Cambridgeshire ACRE in 2016) to be *highly distinctive for a rural* community. It notes that, a rural Cambridgeshire community would typically have a low proportion of people aged in their twenties and thirties compensated for by a high proportion of people aged 40+. In Waterbeach the opposite occurs. The DSE Review however offers the presence of the army barracks (which closed after the 2011 Census) to partly explain this.

6.21.10 The Office for National Statistics have since published 2017 data for estimated ages. Table 6.5 indicates there may have been an age shift in the parish. Notably, it still shows a high proportion of people in their thirties in Waterbeach parish compared to Cambridgeshire and England as a whole.

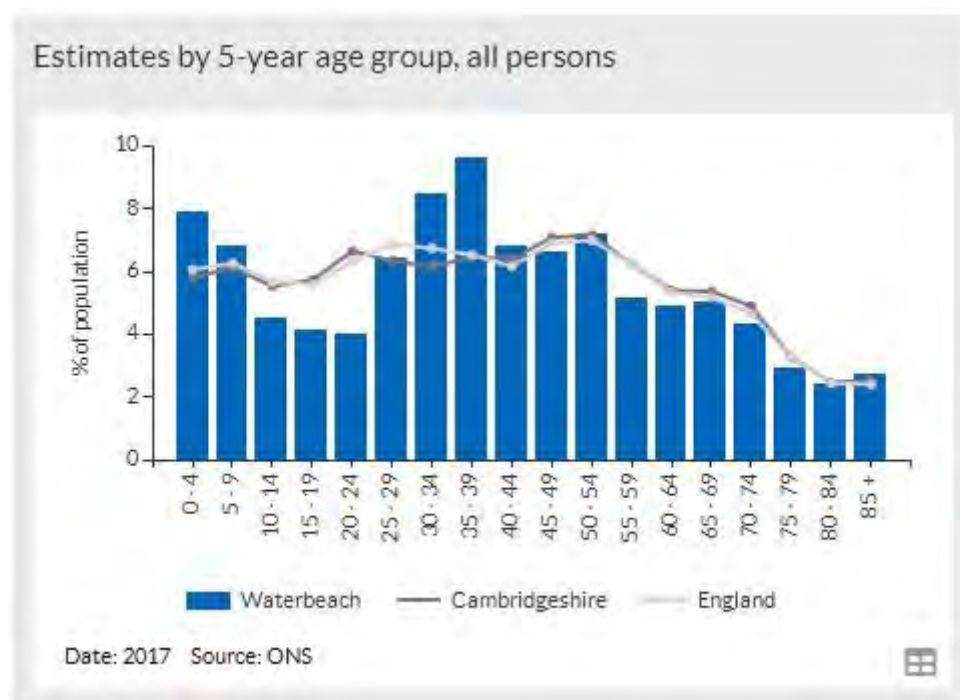


Table 6.5: 2017 ONS data on 5-year age groups in the parish

6.21.11 Notwithstanding the changes in age structure that have occurred in the parish since the closure of the army barracks, the age profile indicated in Table 6.5, is a further indicator of a need for housing suitable for younger adults.

6.21.12 The Waterbeach New Town Supplementary Planning Document (SPD) adopted as guidance by the SCDC in February 2019 provides some guidance on housing mix for the New Town. The document identifies two very different housing profiles in the surrounding wider area; on the one hand there is the housing profile within the district of SCDC which is dominated by semi-detached and detached properties and on the other hand there is the housing profile in neighbouring Cambridge where flats and terraces make up the predominant housing stock (63%). The DSE Review (undertaken specifically for the Waterbeach parish) in 2016 shows that Waterbeach parish itself comprises mainly of detached and semi-detached properties but to a lesser extent than other rural villages which makes sense, given its proximity to nearby Cambridge. The SPD provides an indicative housing mix for the Waterbeach New Town as shown in Table 6.6 below. This indicates that to meet district wide needs:

- 75% of the affordable rent properties being provided (affordable rent is to comprise 70% of the total share of affordable homes with shared equity comprising the other 30%) should consist of 1 or 2 bedroom properties.
- Within the market housing share (to comprise 60% of the total number of new homes), 40% of the total number is to comprise 1 or 2 bedroom properties.

6.21.13 The indicative housing mix requirement in the SPD therefore also indicates that the district wide target of 30% housing comprising 1 or 2 bedroom homes as set out in adopted Local Plan policy is too low.

Table 6.6: Indicative housing mix for Waterbeach New Town (SPD)

Type of housing	Proportion
Market Housing	60%
<i>of that proportion</i>	
1 bed	20%
2 bed	20%
3 bed	30%
4 bed +	30%

Type of housing	Proportion
Affordable housing	40% (of total)
Broken down 70/30 affordable/shared equity	
Affordable rent	100%
1 bed	50%
2 bed	25%
3 bed	20%
4 bed +	5%
Shared equity	100%
2 bed	50%
3 bed	50%

6.21.14 Since the adoption of the Waterbeach SPD, Urban and Civic have secured planning consent on their application for 6,500 dwellings at Waterbeach New Town. The actual level of affordable housing agreed was 30% (1,950 homes), lower than the 40% required as part of Local Plan Policy H/10 where this departure was justified on grounds of development viability. A viability review mechanism has been agreed for each key phase with the aim of increasing to 40%. The affordable housing proportion was not split 70:30 affordable rent/shared equity. Instead a different mix was agreed between SCDC and the developer as a preferred way of meeting district wide housing needs. The mix agreed included only 30% affordable rent with the remaining 70% delivering different types of low cost home ownership (shared ownership 30%, rent to buy 20% and discounted market sale 20%).

6.21.15 In recognition of the fact that suitable and appropriate affordable housing tenures are subject to change on a case by case basis as the relevant stakeholders seek to secure the most appropriate and successful model for affordable housing, it would not be appropriate for the NP simply to carry through the policy the indicative requirement set out in the Waterbeach SPD of 75% of the affordable rent properties to comprise one and two bedroom properties. Policy WAT 21 therefore applies a requirement for a majority of the affordable housing units to comprise 1 and 2 bedroom properties.

Custom and Self Build Housing:

6.21.16 Custom and self-build housing is housing built or commissioned by individuals (or groups of individuals) for their own occupation. SCDC maintain a Self and Custom Build Register (a register of the number of individuals and associations of

individuals who are seeking to acquire serviced plots of land in the local authority area). During the period 31 October 2017 to 30 October 2018, there were 405 people on this register (source: <https://www.scambs.gov.uk/right-to-build>). It is considered important that land is made available as part of the Waterbeach New Town development for local residents to develop their own lower cost market housing.

Policy intent (Policy WAT 21):

6.21.17 In order to deliver a successful development that contributes towards meeting needs however, it is essential that the housing being delivered in the new town as well as within Waterbeach village itself, is housing that contributes towards meeting existing evidenced needs in the parish.

6.21.18 This means ensuring adequate provision of one and two bedroom homes to take into account market needs within the existing community as well as the wider district. Local Plan Policy H/9 Housing Mix provides a generic requirement regarding housing type and size for market schemes. Policy WAT 21 complements this by emphasising what is appropriate as part of Waterbeach New Town and within the parish at large.

6.21.19 In order to ensure that local needs are being met the housing mix should be reviewed against the housing register, Community Land Trust Expressions of Interest (relevant to affordable housing) and recent developments, at the point of each planning application coming forward. This is so that shortfalls can be addressed.

6.21.20 Relevant Local Plan Policies:

- Policy H/9: Housing Mix

Policy WAT 21 – Housing mix

To be supported, the mix of dwelling sizes on residential schemes in the parish must be informed by the latest available evidence on both district and Waterbeach specific housing needs.

Unless, up to date information indicates different local housing needs over the duration of the build out, residential development proposals coming forward as part of the Waterbeach New Town should meet the following criteria:

- a) the 1 and 2 bedroom element of both the market homes and the affordable homes should reflect the need indicated in the Waterbeach New Town SPD with the majority of the affordable rented housing to be 2 bedroom or smaller and**
- b) provision to be made for self and custom-built homes. Reference should be made to the Council Right to Build waiting list and local CLT expressions of interest in deciding the appropriate level of provision for this type of housing.**

Other residential development proposals in the parish will be expected to deliver at least 40% of the units as 1 or 2 bedroom homes with the exception of schemes of 3 or less where appropriate housing mix is better informed by site context.

Any development proposal that will not meet the expected standards on the grounds of viability must demonstrate through a financial viability assessment why the policy objectives cannot be met.

6.22 Policy WAT 22 – Rural exception site affordable housing in Waterbeach parish

Policy context and rationale:

6.22.1 Market prices for both purchase and rent are beyond the means of many Waterbeach households. As an indicator of this, as at September 2018, there were 116 households with a local connection to Waterbeach parish on the housing register¹⁰. The vast majority of need (based on eligibility rather than preference) is for small dwellings (2 bed or less) and is predominantly from people aged below 60.

6.22.2 Recent affordable housing schemes in the parish include a 30-unit scheme at land adjacent to Denny End Road completed in 2017/18. There is a further 9 unit scheme at Gibson Close in Waterbeach.

¹⁰ Housing Statistical Information Leaflet 2018, South Cambridgeshire District Council

- 6.22.3 Affordable housing is defined in the NPPF 2021 and repeated in the glossary to this Neighbourhood Plan. Whilst it is not possible to dictate actual rent levels or cost levels of affordable rent tenures or affordable ownership, national policy states affordable social rent must be no more than 80% of market rental values and discounted market sale must be at least 20% below market values to count as affordable housing. The Greater Cambridge Housing Strategy also aims to cap affordable rent at the Local Housing Allowance rate to maintain affordability. The Neighbourhood Plan recognises that to be truly affordable, the cost of affordable housing is likely to be lower than this in many cases and should be linked to income levels.
- 6.22.4 In response to local concerns regarding lack of access to affordable housing in the parish, Waterbeach Community Land Trust was set up in 2018. This is a community led body with the purpose of developing genuinely affordable homes and community facilities for local people in perpetuity. The efforts of the CLT are supported by SCDC who made a start up grant available. Involvement of the CLT in the Waterbeach New Town development is also supported by the Council and was incorporated into the SPD as Guiding Principle 12.
- 6.22.5 The Waterbeach Community Land Trust will seek to ensure that actual rent levels or costs of affordable housing delivered by it will be linked to local incomes. Actual rent levels or costs levels of other affordable housing streams will be determined by the relevant housing provider and SCDC.
- 6.22.6 Local Plan Policy H/10: Affordable Housing requires residential schemes of 11 units or more to deliver 40% of the units on site as affordable homes. The policy also states that within this proportion of affordable units the tenure (social rented, shared ownership) will be on a case by case basis determined by local circumstances. The Waterbeach NP supports the requirement for 40% of the units on schemes to comprise affordable housing and there is no need to have a separate policy on this. It is however acknowledged that the affordable housing on such schemes will be allocated according to needs on a district wide basis. In other words, parish residents with affordable housing needs may not necessarily have access to the affordable housing being provided as part of Policy H/10 in the Local Plan. Recent completed market housing schemes in Waterbeach which have included 40% affordable housing units in line with Policy H/10 include the Morris Homes Development on Wheatsheaf Way, the Bovis Homes Development on Harvey Way, the Matthews Homes development on Dimmock Road, and the Persimmon Homes Developments on Anglers Way, Star Drive, Watermans Road and Hop Bine Drive.

6.22.7 Mechanisms which would allow new affordable homes to be allocated in perpetuity to Waterbeach residents or to residents with a parish connection include:

- the delivery of Rural Exception Sites (such as the scheme at Denny End Road) or
- through a community led housing scheme which could be delivered through the Waterbeach Community Land Trust.

6.22.8 Local Plan Policy H/11: Rural Exception Site Affordable Housing provides an existing policy mechanism for the delivery of rural exception sites in the parish. So, if during the plan period, the affordable housing needs of Waterbeach residents are not met through the market housing schemes, it will be possible for other sites to be brought forward subject to the criteria set out in Policy H/11.

Policy intent (Policy WAT 22):

6.22.9 Policy WAT 22 (*Rural Exception Site Affordable Housing in Waterbeach*) is included in the plan to clarify the support in principle for such schemes to come forward in the parish.

6.22.10 It is envisaged that some affordable housing will be delivered through the Waterbeach Community Land Trust who are actively engaging with the Council and Developers on the New Town development as well as other landowners, stakeholders and the community.

6.22.11 Waterbeach Community Land Trust will maintain an Expression of Interest register to monitor local need which could help inform provision of affordable homes in the future and monitor those in need with a local connection. Those in need of local affordable homes are actively encouraged to contact the CLT and become members.

6.22.12 The Neighbourhood Plan would support development of genuinely affordable homes where affordability is linked to local income. This is one of the key aims of Waterbeach CLT.

6.22.13 Relevant Local Plan Policies:

- Policy H/10: Affordable Housing
- Policy H/11: Rural Exception Site Affordable Housing

Policy WAT 22 – Rural exception site affordable housing in Waterbeach parish

Proposals for the development of small-scale affordable housing schemes on rural exception sites adjoining the Waterbeach village development framework boundary will be supported provided that:

- a) all criteria in South Cambridgeshire Local Plan Policy H/11-1 are met; and**
- b) the proposed development contributes positively to existing character of the village in terms of design, layout, materials, landscaping and biodiversity; and**
- c) the scheme takes every available opportunity to provide walking routes into the nearest settlement.**

6.23 Policy WAT 23 – Allocation of affordable housing at Waterbeach New Town

Context and rationale (Policy WAT 23):

6.23.1 The Neighbourhood Plan however also asserts that given the fact a scheme of approximately 8,000 to 9,000 homes are in the pipeline at Waterbeach New Town, the preference would be for local affordable housing needs to be addressed through the new town development rather than building on greenfield outside the existing development envelope in Waterbeach village. It is considered that an element of the affordable housing expected to be delivered at Waterbeach New Town should be allocated first to residents with a connection to the parish either through residence, employment or close family. It is accepted that such a policy approach is unusual and presents a conflict with district priorities to allocate S106 affordable housing on a needs basis district wide. However, securing an element of the affordable housing units to be for those with a connection to Waterbeach parish is considered essential to facilitating a cohesive community in the parish and to achieving key principles set out in Policy SS/6: Waterbeach New Town including:

- “the new town will establish an appropriate relationship and interaction with Waterbeach village, and the Cambridge Research Park”
- “appropriate integration should be secured by the provision of suitable links to enable the residents of Waterbeach village to have convenient access to the services and facilities in the new town”

6.23.2 As at November 2019, there are 92 households on the SCDC housing register with a local connection to Waterbeach parish. This is likely to be an underestimate of actual

need in the community because some households in need will not have registered either because they are not aware of the system or because they see no benefit in them registering (for example if they don't consider they will succeed in being allocated a home). Of the 92 known households, most of the need is for small properties where 83 per cent would be eligible for 1 or 2 bedroom properties. The majority of the heads of the households are aged under 50. Importantly, the housing register only contains data on those adults interested in rented affordable housing.

- 6.23.3 Separate registers are maintained for households interested in low-cost ownership. But access to this data is difficult. A reasonable estimate would be to assume that the ratio matches the tenure split from the Greater Cambridge Housing Strategy of 70/30, affordable rent/LCHO (Low-Cost Home Ownership). This gives an estimate of 39 people looking for LCHO.
- 6.23.4 The Waterbeach Community Land Trust have therefore undertaken their own housing needs survey to understand the need for community led housing and/or affordable housing in the parish. They developed a survey in the summer of 2019, which was promoted widely in the community, but the survey only required responses from households with an interest in community-led housing. This survey received responses from 105 households with a local connection to the parish which also included some who were also registered on the District Council's housing register. This identified a further 44 people looking for affordable rent, and 25 looking for affordable ownership. The tenure split also matched the 70/30 split from the Housing Strategy.
- 6.23.5 Taken together, the Waterbeach Community Land Trust 2019 Housing Needs Survey and the SCDC Housing Register, demonstrate (taking into account double counting through the two surveys) a total need from people with an existing connection to Waterbeach parish for around 136 affordable rental and 64 low cost ownership affordable homes.
- 6.23.6 An analysis of existing data on affordable housing needs in the parish of Waterbeach is provided in the report "An Analysis of Local Housing need in Waterbeach Parish" published by Cambridgeshire ACRE in November 2019. This takes into account the findings of the 2019 Waterbeach Community Land Trust Survey.
- 6.23.7 There is uncertainty with regards the actual number of affordable homes that will be delivered at Waterbeach New Town. Local Plan Policy SS/6: Waterbeach New Town, allocates the site for 8,000 to 9,000 new homes and includes a requirement for 40% to be delivered as affordable homes which would mean 3,600 new affordable homes. Actual delivery will however depend on site specifics and viability. The current Urban and Civic outline planning permission is for 6,500 homes where a

minimum of 30% (1,950) are currently agreed to come forward as affordable housing (but this number could increase if viability conditions improve). There is a second outline planning application at Waterbeach New Town by RLW for 4,500 new homes which at 30% could deliver a further 1,800 new affordable homes. SCDC's planning committee in January 2021 resolved to approve this outline planning application subject to the completion of a s106 agreement.

6.23.8 New homes are anticipated coming forward at a rate of around 200 per year, based on around 4 housebuilders delivering 50 home each per year. Of these 30% will be affordable, with 30% of those being affordable rent. This would be around 20 homes per year. The other 70% of the affordable would be LCHO, around 40 homes per year.

6.23.9 Given the extent of existing need for affordable housing in Waterbeach parish at present and taking into account the amount of affordable housing likely to come forward at Waterbeach New Town, it is considered appropriate that local people should be given first preference on 50% of all affordable rental units and 25% of the LCHO units coming forward at Waterbeach New Town within the first 5 years of build out.

Policy intent (Policy WAT 23):

6.23.10 To help facilitate successful place making and integration of new communities into the fabric of the local community, this policy seeks to ensure Waterbeach residents with affordable housing needs have access to affordable housing being delivered as part of Waterbeach New Town.

6.23.11 It is intended that the Waterbeach Community Land Trust will be a key partner in supporting and administering houses allocated for local connection.

6.23.12 Relevant Local Plan Policies:

- Policy H/10: Affordable Housing
- Policy H/11: Rural Exception Site Affordable Housing

Policy WAT 23 – Allocation of affordable housing at Waterbeach New Town

To be supported, residential development proposals at Waterbeach New Town must make a meaningful contribution towards meeting affordable housing needs in Waterbeach parish.

This means that people with a strong local connection to Waterbeach parish, as defined in the glossary, whose needs are not met by the open market will be given priority of allocation (be first to be offered the tenancy or shared ownership of the home) for a proportion of affordable homes being delivered at Waterbeach New Town as follows:

- 100 of the first 200 affordable homes for rent within the first 5 years from the first new-build dwelling completion on site;**
- 13 of the first 50 intermediate affordable homes within the first 5 years from the first new-build dwelling completion on site.**

If, after the first five years from the first new-build dwelling completion on site, the Waterbeach affordable housing needs, are not yet satisfactorily addressed, an appropriate local connection criteria should continue to be applied to a proportion of the affordable homes until it is.

The above provisions will be subject to a cascade mechanism so that if a completed affordable dwelling has not been taken up within a reasonable time period by someone with a strong local connection to Waterbeach Parish, it will be made available to address wider affordable housing needs.

A proposal comprising a different percentage (to that set out in this policy) of affordable homes to be tied to a local connection criteria will be supported where this is justified through provision of up to date evidence on anticipated housing completion figures and affordable housing needs in the parish.

6.24 Policy WAT 24 – Waterbeach park home sites

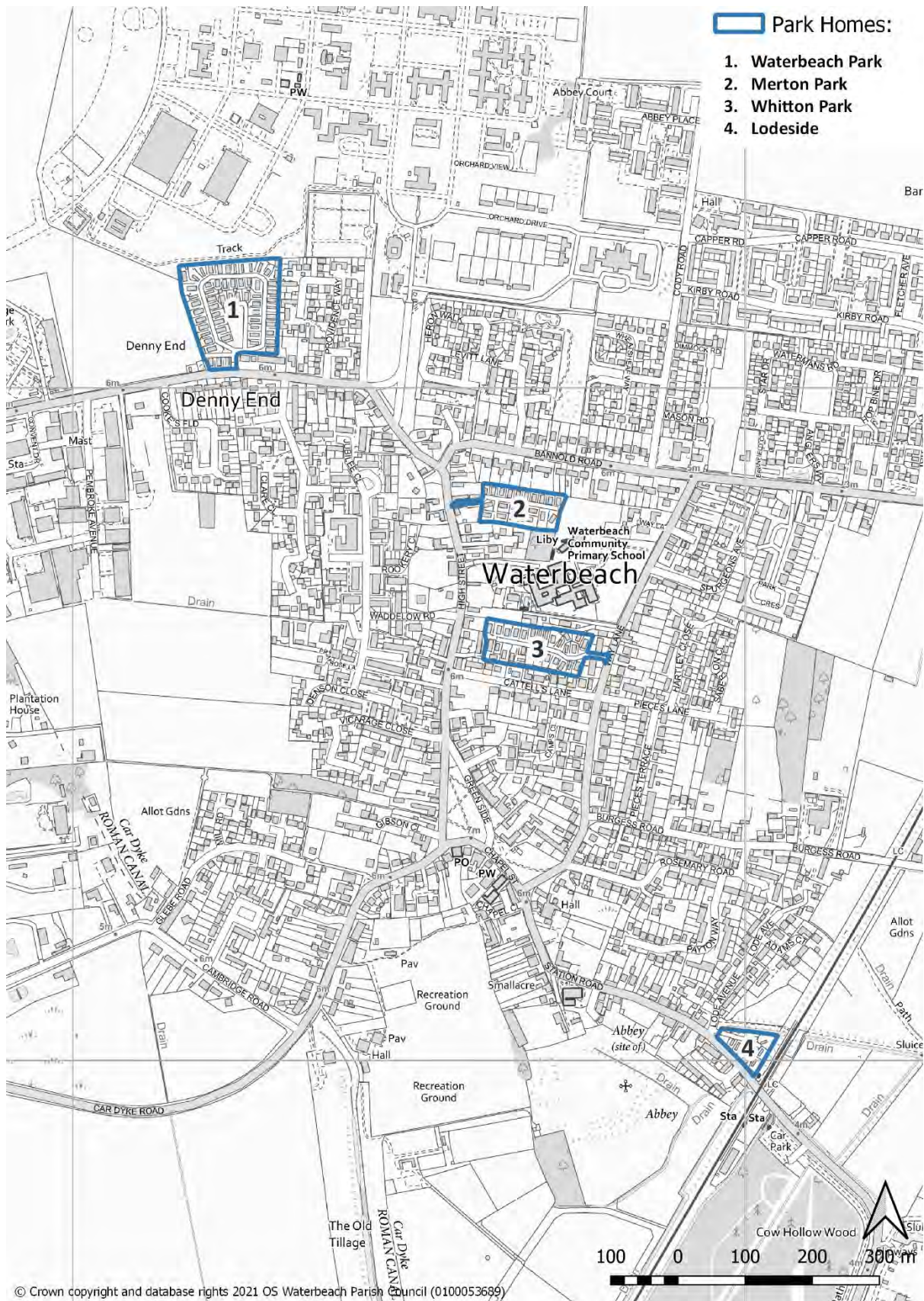
Local context and rationale (Policy WAT 24):

6.24.1 Compared to South Cambridgeshire and Cambridgeshire, Waterbeach parish has a high number of park homes currently comprising 5% of total dwelling stock¹¹. Park homes provide an important element of housing choice for older residents in the village and are considered an important asset to be retained. Park homes are restricted to homeowners with a minimum age of 45 or over.

Policy intent (Policy WAT 24):

6.24.2 To safeguard existing stock of park homes in the parish.

¹¹ Demographic and Socio Economic Review, Cambridgeshire ACRE 2016

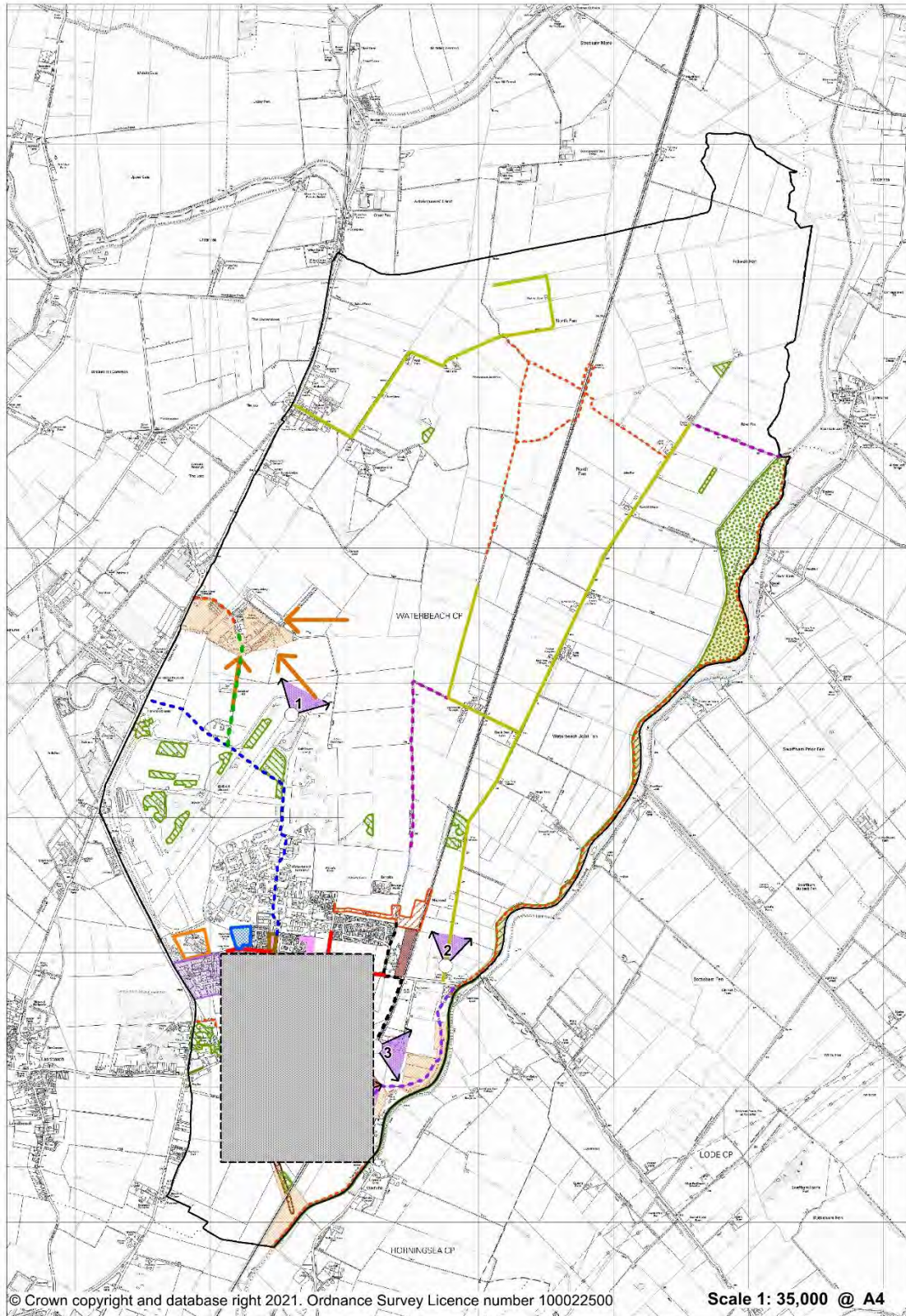


Map 6.19: Waterbeach Park Homes sites

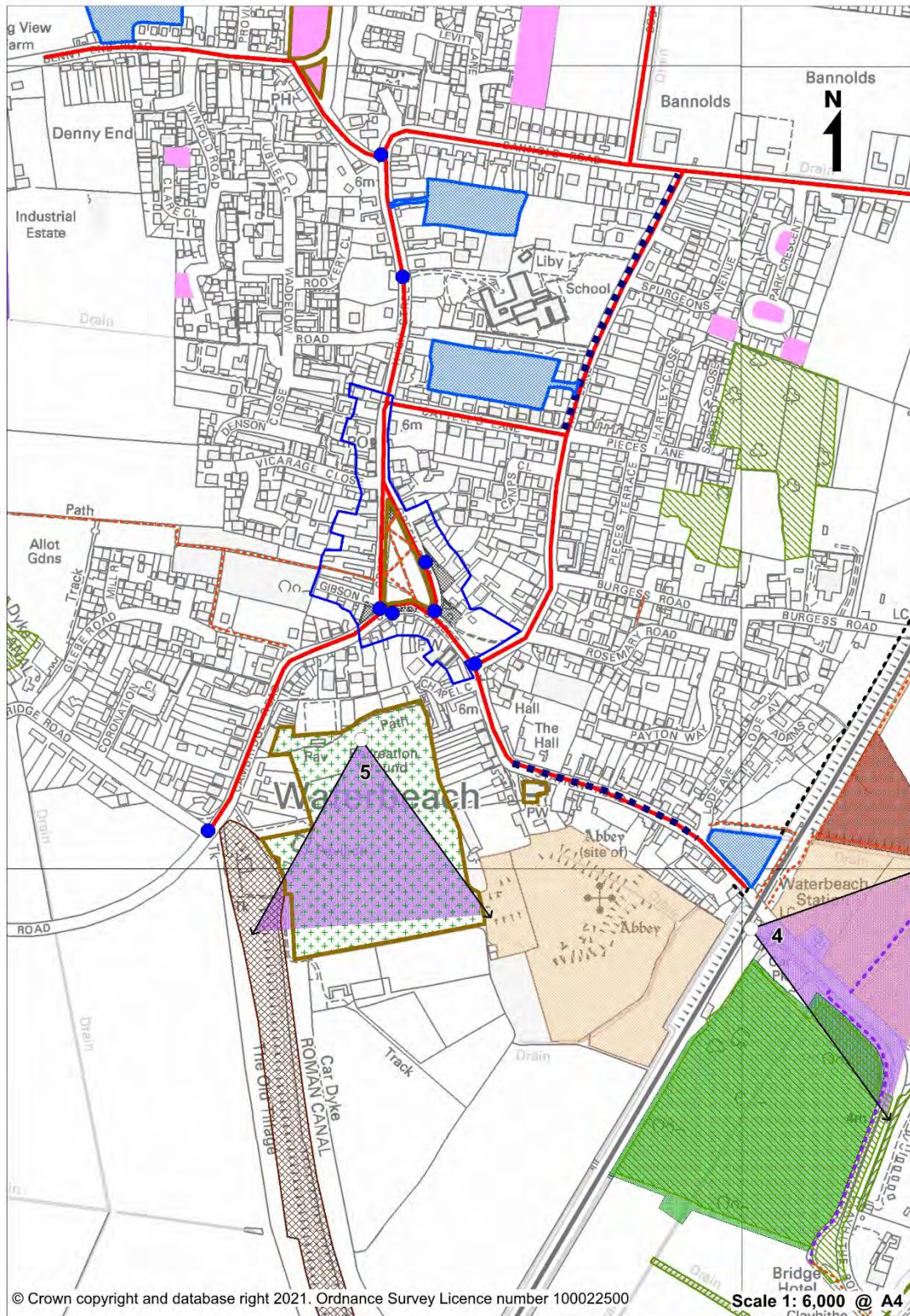
Policy WAT 24 – Waterbeach park home sites

Planning applications involving development at existing Waterbeach park homes sites, as defined on Map 6.19, will be supported where residential amenity is maintained or improved. Proposals leading to loss of mobile park homes at these sites will not be supported unless the development is necessary in order to maintain the quality of provision at the existing site.

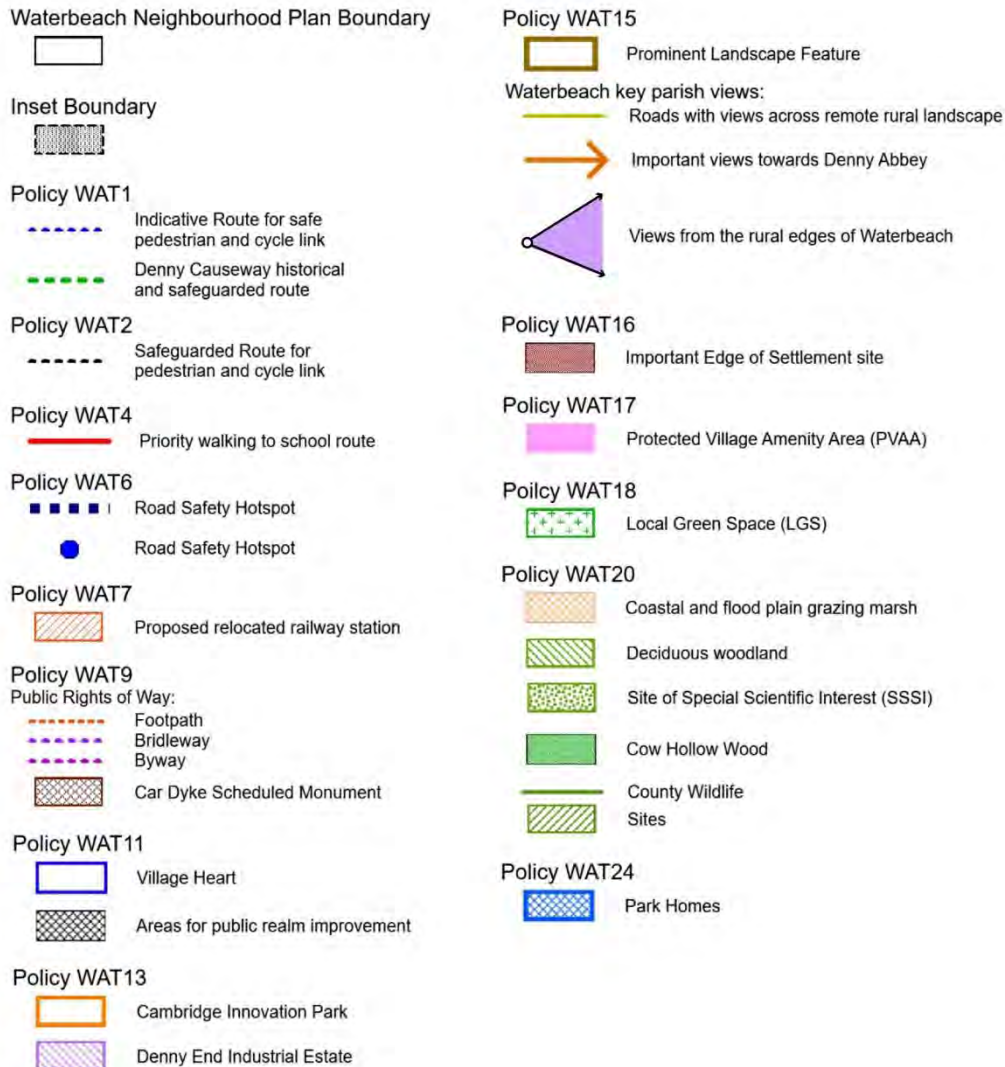
7. POLICIES MAP



Map 7.1: Waterbeach Neighbourhood Plan Policies Map



Map 7.2: Waterbeach Neighbourhood Plan Policies Map - Inset



Notes

Policy WAT 20: the *coastal and flood plain grazing marsh* and the *deciduous woodland* data is as identified using magic mapping in 2019 at www.magic.gov.uk.

Existing Local Plan designations: (see Maps 2.1 and 2.2 in the Waterbeach Neighbourhood Plan) must be read alongside this Policies Map.

Fig 7.3: Waterbeach Neighbourhood Plan Policies Map - Legend

8. PLAN MONITORING

PLAN MONITORING

8.1 Neighbourhood Plan Monitoring

8.1.1 Waterbeach Parish Council (WPC) is the qualifying body for the production of the Neighbourhood Plan (NP). Whilst the work on the NP has been undertaken primarily by the NP Working Group which comprises residents and parish councillors, the creation and preparation of the NP has been the responsibility of WPC. Once adopted, however, the implementation of the Neighbourhood Plan will become the responsibility of South Cambridgeshire District Council (SCDC). This is because SCDC have responsibility for development management (the processing of planning applications) in Waterbeach parish.

8.1.2 The WPC will closely monitor new development proposals as they are determined by SCDC. As part of this, WPC will ensure that SCDC are applying the adopted NP planning policies as required by legislation. In addition, it is proposed that WPC also monitors the effectiveness of the NP policies themselves. As part of this WPC will monitor the following:

- i. Are SCDC officers applying the NP policies as they are required by legislation?
- ii. The extent to which NP policies are breached if at all and why?
- iii. Are the NP policies themselves straightforward to apply to development proposals (by both SCDC officers and the applicant)?
- iv. Are planning applicants using the NP policies as intended when they prepare their development proposals?
- v. Do the Waterbeach Parish Councillors find the NP policies easy to apply and understand?
- vi. Are the Waterbeach Parish Councillors using the NP in their decision making and consultation responses on planning applications coming forward in the parish?
- vii. The effectiveness of the NP policies in meeting the overall vision and objectives underpinning the Waterbeach NP.

8.1.3 WPC will monitor the above aspects of the NP in the following ways:

Table 8.1 When and how WPC will monitor the Waterbeach Neighbourhood Plan

NP monitoring indicator	When	Method
i. Check whether SCDC officers are applying the NP policies as required by legislation	When planning applications in the parish are being considered and decided by SCDC.	Check the officers' reports and whether the NP policies are listed as part of the statutory development plan.
ii. The extent to which NP policies are breached if at all and why?	When planning applications in the parish are being considered and decided by SCDC.	Check for departures from the statutory development plan. These should be listed in the officers' reports.
iii. Are the NP policies themselves straightforward to apply to development proposals (by both SCDC officers and the applicant)?	Annually. Annual parish council meeting.	Seek feedback from developers and SCDC officers.
iv. Are planning applicants using the NP policies as intended when they prepare their development proposals?	When WPC look at planning applications or are being consulted at the pre-application stage.	<p>Checking whether the planning application refers to the NP policies in their proposal and checking for compliance.</p> <p>Do developers and applicants use the WNP as a starting point in their proposals and at pre-application stage?</p>
v. Do the Waterbeach Parish Councillors find the NP policies easy to apply and understand?	Annually. Annual parish council meeting.	Seek feedback from Waterbeach Councillors.
vi. Are the Waterbeach Parish Councillors using the NP in their decision making and consultation responses on planning applications coming forward in the parish?	When WPC, for example at planning committee, consider planning applications in the parish.	Are the Waterbeach councillors considering the statutory development plan (the 2018 Local Plan and the WNP) as a starting point when considering planning applications and preparing responses back to SCDC.
vii. The effectiveness of the NP policies in meeting the overall vision and objectives underpinning the Waterbeach NP	Annual	Reviewing on an annual basis whether planning proposals and the future shape of the village are in accordance with the NP vision and objectives.

- 8.1.4 Monitoring the above will help ensure the NP is implemented (by all users) as intended and assist WPC in understanding the added value provided by the NP and, if and when applicable in the undertaking of a review of the NP.
- 8.1.5 It is proposed that at each annual parish meeting, a report on the Neighbourhood Plan is prepared detailing its impact on development each year in the parish and providing a report against points i to vii above.

9. COMMUNITY ASPIRATIONS

COMMUNITY ASPIRATIONS (NON-PLANNING POLICIES)

- 9.1 As part of the preparation of the NP, the NP Steering group have identified (primarily through community and stakeholder engagement work) a range of community shared aspirations which are not directly related to the development and use of land and/or which cannot be fully addressed through planning policies in the NP (i.e. the policies in Chapter 6 of this plan). They are included in Appendix 1 of this NP to explain how the community and the WPC can work together, alongside the NP, and commit to actions which will assist in realising the vision and aims of the Neighbourhood Plan.

APPENDIX 1: NON-PLANNING POLICIES

A1 Managing traffic issues in Waterbeach village

A1.1 WPC will engage with stakeholders and the community as set out in Transport Policies WAT 1 *Securing connectivity between Waterbeach village and key destinations including the New Town, employment sites and recreation facilities*, WAT 6 *Development and road safety in Waterbeach village*, and WAT 7 *An accessible village and town* to help identify solutions to existing road safety and accessibility issues in the parish. WPC is intending to engage a consultant to assist with agreeing an overall approach to addressing transport issues in the parish and wider public realm issues in the village (see A3 Village Heart below for public realm). It is our intention this will result in an identified list of projects which will reflect the priorities shared by the community as identified through ongoing WPC community and stakeholder work (see Table A1.1).

A2 Mitigating the traffic impact of Waterbeach New Town on Waterbeach village

A2.1 The Neighbourhood Plan Group and Parish Council are working with Urban & Civic to examine how traffic issues within Waterbeach village caused by the development of the new town can be addressed. The objective is to recommend schemes for Waterbeach that implement road safety measures, in particular for pedestrians, cyclists and mobility impaired users. It is also required where possible that any schemes make an improvement to the public realm. We also intend to work with RLW Estates in the future as their proposals progress. As required by Policy SS/6 in the 2018 Local Plan and by the policies in this NP, the developers will need to mitigate the impact of their proposals on Waterbeach village through specific measures including S106 contributions. WPC will continue to work with the developers, with Cambridgeshire County Council as the responsible highways authority and with SCDC to make sure these measures sufficiently off-set adverse impacts created through the development and to make sure potential benefits to Waterbeach community are maximised.

A3 Village Heart

A3.1 As acknowledged in the supporting text to Policy WAT 11 *Public Realm Improvements in the Village Heart*, the identified street scene improvements may not be **delivered** through Policy WAT 11 alone. They can only be delivered where a development proposal necessitates the improvement as a way of mitigating the impacts of a proposed development being considered. Furthermore, it is important that there is a delivery strategy in place so that improvements or contributions towards improvements from individual development proposals collectively deliver

the best outcome in the interest of the village. WPC is therefore committed to working and engaging with the relevant landowners, highways, SCDC, stakeholders and the community to work towards the delivery of the identified public realm schemes as set out in Policy WAT 11 *Public Realm Improvements in the Village Heart*. As part of this, WPC is committed to supporting existing businesses in the heart of the village and will maintain a collaborative approach with businesses in its approach.

- A3.2 As part of realising the NP Objective 6 “*Amenities along village High Street to thrive and continue to provide essential services to the local community*”, WPC consider it important that the Green and Gault area is made a more sociable place by enabling residents to meet and socialise in the vicinity of shops, pubs and green area.
- A3.4 To enable this to happen, WPC are intending to engage a consultant to assist with identifying available options that could be deliverable in order to complement the Neighbourhood Plan vision, objectives and policies. We intend for this work to be written up in a study and made available for comment from residents, businesses, and other stakeholders.
- A3.5 It is important that the character of the area around the village green is preserved for future generations which will include keeping the existing “green lung” area including the existing trees. WPC aspire to green up the Village Heart and parish wherever possible to prevent the further concreting over of gardens and frontages onto the Green and Gault area.
- A3.6 WPC will seek the provision of more bicycle racks to be installed in the Village Heart area to encourage green travel and to encourage people to come to use the village facilities and amenities from all areas of the parish including Chittering and Waterbeach New Town.

A4 Public Footpaths

- A4.1 WPC will seek to ensure that all village and parish footpaths, byways and bridleways are protected and maintained for green connectivity and for the health and wellbeing of its residents. We will work with landowners to improve the amenity value of footpath number 247/1. WPC wish to increase biodiversity and create green corridors wherever possible throughout the parish as set out in Policies WAT 15 *Development and landscape quality*, WAT 16 *Important edge of settlement sites on the eastern edge of Waterbeach village*, WAT 17 *Protected Village Amenity Areas – Barracks Main Entrance Denny End Road, Camlocks, Clare Close, Winfold Road and Park Crescent* and WAT 18 *Local Green Space in Waterbeach Parish*.

A5 Housing

A5.1 WPC will seek to engage with SCDC, stakeholders and the community to ensure a diverse housing mix and to ensure the allocation of affordable homes in Waterbeach New Town to people with a parish connection. As part of this, we will work alongside the Waterbeach Community Land Trust. We will support the provision of self-build homes as set out in Policy WAT 21 *Housing Mix*.

A6 A sustainable and green community

A6.1 WPC will work with the community and stakeholders to explore how we can create a more sustainable and green community.

A6.2 Cambridgeshire County Council, SCDC and Cambridge City Council have declared a “climate emergency”. WPC would wish to support where possible the initiatives and policies that emerge from the local authorities.

Table A1.1: Highways concerns and suggestions provided by parishioners as recorded by Waterbeach Parish Council October 2019

Location	Identified concerns and suggestions for improvements
Bannold Road	The road from Way Lane to Bannold Drove is in very poor condition and is narrower than it used to be despite more traffic.
	Traffic calming is needed to prevent speeding.
	The public path adjacent to No. 3 is extremely dangerous. The view on the one side of the road is completely obstructed for both pedestrians and cars entering Bannold road. Traffic calming is needed.
	I regularly walk our dog along Bannold Road and Way Lane after 18.00 hours and have noted the amount of vehicles travelling north, often 6 or 7 in a line; I must assume the reverse is the case in the mornings. It appears that this is now used as a 'rat run' for entry to the old ministry housing and to new developments off Bannold Road.
Bannold Road & Denny End Road	A warning or slow down sign by the fork from Denny End Road into Bannold Road. The corner for those turning right is quite blind. There are a lot of people who fly down Denny End Road and although they can see someone waiting to turn right from Bannold Road, the person waiting cannot see them until they are upon the corner when it is too late.

Location	Identified concerns and suggestions for improvements
Barker Close bend	Volume of parking on the street, also Station Road and around the village green and Cambridge Road near the Social Club and where it joins Car Dyke Road.
Cambridge Road	We urgently need a permanent sign on that section of Cambridge Road. Cars race along Car Dyke Road at 50 mph, slow down to 40 (maybe!) yards before the 30 sign and then rarely observe the speed limit as they head down towards the village.
Car Dyke	Investment in the preservation of Car Dyke.
Chapel Street	Resurfacing of zebra crossing outside Baptist chapel, marks are eroded - WORK PROGRAMMED.
	Restricted waiting signs in the layby outside the Village stores/Post Office on Chapel Street.
	Renewal of lines on pedestrian crossing - WORK ALREADY PROGRAMMED.
Chittering	Gates at entrance to provide visual deterrent to speeding and prevent vehicles mounting the grass verge.
	Passing place not yet provided (requested in various responses to planning applications).
	Village entrance and exit. Having an electronic sign as cars enter Waterbeach a minimum requirement. Horningsea has permanent ones at both ends.
Clare Close	Need more parking spaces. Some years ago they were promised but a metal railing was put up. There are lots of cars parked around.
Clayhithe Road	Possible filling of lane used for car parking and access to little hithe at Clayhithe Bridge, opposite Bridge Inn.
Denny End Road	Install a pedestrian crossing near their entrance or if not possible, impose a reduction in the speed limit.
	Request to relocated bus stop on Denny End Road near Brewery Tap.
Denson Close/Waddelow Road	Double yellow lines at junction.
Gault	Limit parking time in the existing layby and near the Chinese takeaway to either 15 or 30 minutes.
	Relining around and on the crossing near the Baptist chapel. It is very worn and almost invisible in some places.
	Pedestrian crossing needs repainting, especially as the blinking lights cannot be seen southbound when the sun is low in the sky.

Location	Identified concerns and suggestions for improvements
Gault/St Andrews Hill	Yellow lines from the crossing to Sunnyside.
Gibson Close	Some type of permit or restriction on vehicle numbers needed.
Green	Either a 12-2 parking restriction around the perimeter of the green, or yellow line along one side and make the One Stop road one-way.
	One Stop side cars parked on the pavement - especially as on double yellow lines.
Green	For at least two further Pedestrian Crossings.
	Allow parking only on one side of the road.
	Some type of permit or restriction on vehicle numbers needed.
	Possible parked vehicles by commuters - Restrict parking times suggest 30 mins to 1 hour.
	Restrictions around The Green to prevent all day parking.
	No parking/double yellow lines on both the East and West side of the Village green on the side of the road nearest The Green.
	Village chemist inconsiderate parking - suggest restrictive bollards.
Green/Gault	Time restriction (say 1 hour) in lay-by Village Stores and outside the Chinese.
Greenside	Introduction of a disabled parking bay and dropped kerb outside the pharmacy and a consequent repositioning of the bus stop.
	Bus stop markings.
	Repair needed to pavements in Greenside (from Cattell's Lane to the Gault). It is a trip hazard. Also, no obvious double yellow lines along that stretch.
	Request for bollards on pavement by Darlings and the Chemist Greenside and Cambridge Road difficulties accessing bus services for residents with mobility scooters etc due parked vehicles.
High Street	Parking restriction to 3 hours or yellow lines around The Green and establish a one-way system around The Green.
High St/Primrose Lane	Double yellow lines across entrance to Primrose Lane, shared space, paving surface. Also shared space, paving if no 11 High Street becomes a residential property, as both these areas have blind spots for pedestrians.

Location	Identified concerns and suggestions for improvements
Lode Avenue	Line renewal at both ends of Lode Avenue S.
Primrose Lane	Shared use paving and double yellow lines around the mouth of Primrose Lane and pavements for safety reasons.
St Andrews Hill	Double yellow lining at corner of St Andrews Hill and the Gault.
	Residents only parking or double yellow lines up to the Rosemary Road junction. The wide width of the road as it meets Station Road often makes it quite dangerous for pedestrians to cross as the many parked cars obscure the traffic.
	Paint relatively short yellow lines at two locations to overcome sightline problem for cars turning left from Chapel Street, and on opposite side to prevent cars coming from Way Lane backing up behind cars parked on the southern side of St Andrew's Hill. WPC – HIGHWAYS ISSUES RAISED Ref Location Issue.
	Double yellow lines between Salvation Army Hall and the dotted Give Way line (although small in length this stretch gives rise to considerable visibility problems for drivers heading towards the church).
	Prevention of parking on St. Andrew's Hill, junction between there and Way Lane/Rosemary Road. Waddelow Road and Denson Close: New housing and school overflow has increased on street parking at peak times.
Station Car park	To be extended.
Station Road	Renewal of lines.
	Extend double yellow lines in front of the level crossing.
Waterbeach Station Car Park	Danger caused by bicycles using the footpath into Waterbeach Station car park as a shortcut, especially as no lighting in winter months. Install a set of off-set rails to prevent bicycles from using this very short footpath? I understand that bicycles are NOT meant to use it. Waterbeach Station Car Park Larger car park needed.
Way Lane	Dangerous crossroad (Cattells and Pieces lanes). Parked cars very close to the corner of the crossroad making it hard to see oncoming traffic when coming out of Pieces Lane. Needs road markings or sign to ensure PARKING for 10 metres from the intersection. Way Lane: A traffic sign for 'Elderly/frail/disabled crossing' near Box Tree Cottage to help vulnerable residents.

Location	Identified concerns and suggestions for improvements
	Cars on Way lane, on the village green side of the corner of Way Lane and Pieces Lane, are blocking the view of cars turning out of Pieces Lane. Creating a bottle neck of traffic.
Way Lane/corner of Bannold Road	Opposite the Doctors - Pavement is in bits and huge holes in pavement. Bollards on corner to protect nos. 116 and 114 Way Lane.
Whitmore Way	By the rail Station Resident feels the pull out is dangerous because of the speed cars are going by and limited sightlines.
Winfold/Denny End Road	Double yellows at junction.

GLOSSARY

Term	Meaning
Affordable housing	<p data-bbox="448 389 1378 577">Defined in the NPPF 2021 as: Housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers); and which complies with one or more of the following definitions:</p> <p data-bbox="448 613 1378 1077">(a) Affordable housing for rent: meets all of the following conditions: (a) the rent is set in accordance with the Government’s rent policy for Social Rent or Affordable Rent, or is at least 20% below local market rents (including service charges where applicable); (b) the landlord is a registered provider, except where it is included as part of a Build to Rent scheme (in which case the landlord need not be a registered provider); and (c) it includes provisions to remain at an affordable price for future eligible households, or for the subsidy to be recycled for alternative affordable housing provision. For Build to Rent schemes affordable housing for rent is expected to be the normal form of affordable housing provision (and, in this context, is known as Affordable Private Rent).</p> <p data-bbox="448 1113 1378 1420">(b) Starter homes: is as specified in sections 2 and 3 of the Housing and Planning Act 2016 and any secondary legislation made under these sections. The definition of a starter home should reflect the meaning set out in statute and any such secondary legislation at the time of plan-preparation or decision-making. Where secondary legislation has the effect of limiting a household’s eligibility to purchase a starter home to those with a particular maximum level of household income, those restrictions should be used.</p> <p data-bbox="448 1456 1378 1644">(c) Discounted market sales housing: is that sold at a discount of at least 20% below local market value. Eligibility is determined with regard to local incomes and local house prices. Provisions should be in place to ensure housing remains at a discount for future eligible households.</p> <p data-bbox="448 1680 1378 2027">(d) Other affordable routes to home ownership: is housing provided for sale that provides a route to ownership for those who could not achieve home ownership through the market. It includes shared ownership, relevant equity loans, other low cost homes for sale (at a price equivalent to at least 20% below local market value) and rent to buy (which includes a period of intermediate rent). Where public grant funding is provided, there should be provisions for the homes to remain at an affordable price for future eligible households, or for any receipts to be recycled for alternative affordable housing provision, or</p>

refunded to government or the relevant authority specified in the funding agreement.

Community Land Trust (CLT) Community land trusts are set up and run by ordinary people to develop and manage homes as well as other assets. CLTs act as long-term stewards of housing, ensuring that it remains genuinely affordable, based on what people actually earn in their area, not just for now but for every future occupier.

Source: Community Land Trust UK

DSE Review Demographic and Socio-Economic Review for Waterbeach undertaken by Cambridgeshire ACRE in 2017

Greater Cambridge Housing Strategy The Greater Cambridge Housing Strategy for 2019 to 2023 has been developed jointly by Cambridge City Council and South Cambridgeshire District Council. It provides a clear vision of how these councils can, with the public and other stakeholders, achieve their shared aspiration in providing housing that meets the needs and requirements of the Greater Cambridge area.

Source: Homes for our Future: Greater Cambridge Housing Strategy (2019 - 2023)

Greater Cambridge Partnership (GCP) The GCP is a City Deal programme taking place in the UK and brings key partners together to work with communities, businesses and industry leaders to support the continued growth of one of the world's leading tourism and business destinations.

Source: GCP website

<https://www.greatercambridge.org.uk/about-city-deal>

Green infrastructure Defined in NPPF 2021 as: A network of multi-functional green and blue spaces and other natural features, urban and rural, which is capable of delivering a wide range of environmental, economic, health and wellbeing benefits for nature, climate, local and wider communities and prosperity.

Listed buildings A building or structure of special architectural or historic interest and included in a list, approved by the Secretary of State. The owner must get Listed Building Consent to carry out alterations which would affect its character.

Local Green Space (LGS) The NPPF (2012) introduced a new designation of LGS to identify and protect green areas of particular importance to a local community. See paragraphs 101 – 103 of NPPF 2021 for details.

Local Housing Allowance (LHA) The Department for Work and Pensions (DWP) use Local Housing Allowance (LHA) rates to calculate Housing Benefit for tenants renting from private landlords. LHA rates relate to an area in which a claim is made - these areas are called Broad Rental Market Areas (BRMA). A BRMA is where a person could reasonably be expected to live taking into account access to certain facilities and services.

Source: Gov.uk website

Local Plan A plan for the future development of a local area, drawn up by the local planning authority in consultation with the community. In law this is described as the development plan documents adopted under the Planning and Compulsory Purchase Act 2004. A local plan can consist of either strategic or non-strategic policies, or a combination of the two.

Source: NPPF 2021

South Cambridgeshire Local Plan (SCLP) The South Cambridgeshire Local Plan sets out the planning policies and land allocations to guide the future development of the district up to 2031. It includes policies on a wide range of topics such as housing, employment, services and facilities, and the natural environment. The South Cambridgeshire Local Plan was adopted on 27 September 2018.

Major development Defined in the NPPF 2021 as: For housing, development where 10 or more homes will be provided, or the site has an area of 0.5 hectares or more. For non-residential development it means additional floorspace of 1,000m² or more, or a site of 1 hectare or more, or as otherwise provided in the Town and Country Planning (Development Management Procedure) (England) Order 2015.

Minor Rural Centre Minor rural centres are identified as part of the settlement hierarchy. These villages are less sustainable than Rural Centres, but which nevertheless perform a role in terms of providing services and facilities for a rural hinterland (Policy S/9 SCLP).

NPPF National Planning Policy Framework. The National Planning Policy Framework sets out the Government's planning policies for England and the Government's requirements for the Planning System. The

policies in the NPPF must be taken into account when preparing local and neighbourhood plans. It was last updated in July 2021.

Neighbourhood plan	Defined in NPPF 2021 as: A plan prepared by a parish council or neighbourhood forum for a designated neighbourhood area. In law this is described as a neighbourhood development plan in the Planning and Compulsory Purchase Act 2004.
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Open Space	All open space of public value, including not just land, but also areas of water (such as rivers, canals, lakes and reservoirs) which offer important opportunities for sport and recreation and can act as a visual amenity.
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Park Home	<p>Park Home is the commonly used term for a mobile home (caravan) on a protected site within the meaning of the Mobile Homes Act 1983 (the 1983 Act). A protected site is one that is required to be licensed by a local authority under Part 1 of the Caravan Sites and Control of Development Act 1960 which covers most sites containing wholly residential park homes or a mixture of residential and holiday homes. Park homes are typically prefabricated single-storey houses that are manufactured off-site and installed on land that is either private or publicly owned. As a mobile home they must be capable of being moved either on their own wheels or by being towed or transported by another vehicle.</p> <p>Source: Government website to help park home dwellers</p>
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Public realm	Area of open space (hard (paved) or soft (vegetated)) that members of the public have access to. Public realm includes pavements, parks and areas of space outside community facilities.
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Quiet Road	A quiet road is defined by Waterbeach Greenways as a 'route on the carriageway could have speed limits reduced to 20mph. White painted signage could be added to the carriageway where appropriate. Where there is no existing footpath, signage may be used to warn motorists that this is a multi-use route.
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Strong local connection to Waterbeach Parish	<p>An applicant will be considered to have a strong local connection to the Waterbeach village if they meet one of the following criteria:</p> <p>a) The applicant has worked (paid employment) in Waterbeach village for the last 12 months for sixteen hours or more per week; or</p>
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- b) The applicant has lived in Waterbeach village for at least 5 years out of the last 8 years; or
- c) The applicant has family members who are resident in Waterbeach village. Family members are defined as parents, children or brothers or sisters who have been resident in the village for a period of 5 years or longer. Other close family ties will be considered in agreement with SCDC on a case by case basis; or
- d) There are special circumstances that SCDC considers give rise to a local connection to Waterbeach village, for example where the applicant's substantive role is as a carer to a person resident in the village.

Source: Used by SCDC housing team – local connection criteria for rural exception sites.

Supplementary planning documents (SPD)	Defined in NPPF 2021 as: Documents which add further detail to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan.
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Waterbeach New Town SPD	<p>The SPD relates to an area of land covering approximately 580 hectares situated about 9km north-east of Cambridge City Centre. The site is focused on brownfield land formerly used as Waterbeach Barracks, accompanied by adjoining farmland.</p> <p>The SPD provides guidance about how the new town should be designed, developed and delivered consistent with the new Local Plan. It has been prepared to guide a comprehensive approach to its development and the provision of infrastructure across the whole site.</p>
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Transport assessment	Defined in the NPPF 2021 as: A comprehensive and systematic process that sets out transport issues relating to a proposed development. It identifies measures required to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling and public transport, and measures that will be needed deal with the anticipated transport impacts of the development.
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Waterbeach Greenway	The Waterbeach Greenway is a proposed by the Greater Cambridge Partnership (GCP) route to enable cyclists, walkers and equestrians to travel sustainably from Waterbeach into Cambridge. Following a
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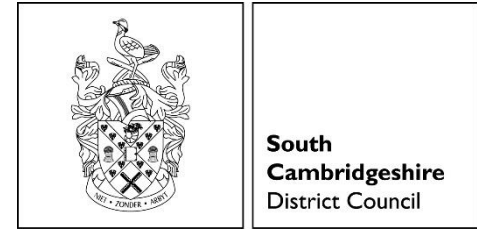
public consultation on this route, the results were analysed. The GCP Executive Board took the decision at its meeting in February 2020 to proceed with the Waterbeach Greenway and approved an outline budget of £8million.

Waterbeach Heritage and Character Assessment (WHCA)	A report prepared by AECOM in 2018 on behalf of the Waterbeach Neighbourhood Plan Group. The report presents a summary of the history and character of Waterbeach. The work is based on a detailed appraisal of the area carried out through desk study and fieldwork. The report assesses both the heritage and landscape character of Waterbeach.
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Waterbeach Design Principles document	A guidance document produced by AECOM in 2019 on behalf of the Waterbeach Neighbourhood Plan Group to set out clear design principles for future development at Waterbeach. The guidance document covers the whole parish including the rural central and northern parts as well as the allocated site at Waterbeach Barracks known as Waterbeach New Town.
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Appendix 2

Basic Conditions and Legal Compliance Check – made(adopted) Neighbourhood Plan



Waterbeach Neighbourhood Plan – March 2022

Basic Conditions Check

Requirements	Local Planning Authority Comments	Basic Condition met?
<p>The Neighbourhood Plan has regard to national policies and advice contained in guidance issued by the Secretary of State and it is appropriate to make the Neighbourhood Plan.</p>	<p>The Council considers that the Neighbourhood Plan is consistent with national policies and advice in that the core land use planning principles set out in the National Planning Policy Framework(2021) have been embodied in the Neighbourhood Plan. Specifically, the Neighbourhood Plan seeks :</p> <ul style="list-style-type: none"> • to ensure high quality design (Policies WAT 14 and WAT 15) see Chapter 12 of NPPF which seeks to achieve well designed places. • to conserve and enhance the historic character of the village (Policy WAT 11) see Chapter 16 of NPPF which seeks to achieve well designed places. • To support the delivery of new homes and that they meet the needs for the different groups in the community (Policies WAT21, WAT 22, WAT 23 and WAT 24) see chapter 5 of the NPPF which 	<p>Yes</p>

Requirements	Local Planning Authority Comments	Basic Condition met?
	<p>considers the delivery of a sufficient supply of homes.</p> <ul style="list-style-type: none"> • to provide for a successful economy (Policy WAT13) see paragraph 82 of NPPF which seeks to enable the growth and expansion of all types of business in rural areas. • to safeguard community uses (Policies WAT10 and WAT 18) see Paragraph 93 in NPPF which seeks to retain and develop accessible local services and community facilities and paragraphs 101-103 in NPPF which allows for the designation of Local Green Space • to safeguard important natural habitats (Policy WAT 20) see paragraph 174 of NPPF which seeks to protect and enhance biodiversity. • to protect and enhance walking and cycling routes (Policies WAT 1, WAT 2, WAT 3, WAT 4 and WAT 9) see Chapter 9 of NPPF which seeks to promote sustainable transport. • to take the opportunity for environmental enhancement of the village (Policy WAT10) see chapter 11 of NPPF about making effective use of land. • To promote sustainable transport around the parish linking the new settlement to the main Waterbeach village (Policies WAT 5, WAT 6 WAT 7, WAT 8 see chapter 9 of NPPF which considers promoting sustainable transport and chapter 8 promoting healthy and safe communities. 	

Requirements	Local Planning Authority Comments	Basic Condition met?
	<p>This conclusion is consistent with the examiner's conclusions that the Neighbourhood Plan has had regard to national planning policies and guidance, in that it sets out a clear vision and suite of policies and proposals for the neighbourhood area. The examiner has recommended a series of modifications to provide clarity and precision to the policies to ensure that the Neighbourhood Plan fully accords with national policy and guidance. SCDC and Waterbeach Parish Council have agreed each of the recommended modifications and the modifications are included in the 'Referendum' version of the Neighbourhood Plan.</p>	
<p>The making of the Neighbourhood Plan contributes to the achievement of sustainable development.</p>	<p>The Council considers that the Neighbourhood Plan contributes to the achievement of sustainable development, specifically by:</p> <ul style="list-style-type: none"> • Contributing to the economic aspects by having policies to meet local housing needs (Policies WAT21, WAT 22 and WAT 23) and promotes a successful economy (Policy WAT 13) • Contributing to the social aspects by seeking to provide a vibrant community by promoting and safeguarding community uses and spaces (Policies WAT 10, WAT 11, WAT 17 and WAT 18) • Contributing to the environmental aspect by having a range of polices which include ones which seek to conserve the character of the area (Policy WAT 11); safeguard natural habitats 	<p>Yes</p>

Requirements	Local Planning Authority Comments	Basic Condition met?
	<p>(Policy WAT 20) and ensure high quality design (Policies WAT 14 and WAT 15) and encourage means of transport other than cars (Policies WAT 2, WAT 3, WAT 4, WAT 5, WAT 7 and WAT 9)</p> <p>This conclusion is consistent with the examiner's conclusion that the Neighbourhood Plan has set out to achieve sustainable development in the neighbourhood area. (See paragraph 5.6 – 5.8 on pages 13 - 14 of his report)</p>	
<p>The Neighbourhood Plan is in general conformity with the strategic policies contained in the development plan for the area.</p>	<p>The development plan for South Cambridgeshire consists of the adopted South Cambridgeshire Local Plan 2011-2031, and a list of strategic policies is included in Appendix E of the Local Plan. The Basic Conditions Statement, submitted by Waterbeach Parish Council, considers whether the Neighbourhood Plan is in general conformity with these strategic policies.</p> <p>The Council considers that the Neighbourhood Plan policies are in general conformity with the strategic policies in the adopted South Cambridgeshire Local Plan.</p> <p>This conclusion is consistent with the examiner's conclusion that the Neighbourhood Plan is in general conformity with the strategic policies in the development plan. He considers the extent to which the policies and proposal are in general conformity in detail in chapter 6 of his report. (See pages 17 – 50 of his report)</p>	<p>Yes</p>

Requirements	Local Planning Authority Comments	Basic Condition met?
<p>The making of the Neighbourhood Plan does not breach, and is otherwise compatible with, EU obligations.</p> <p>Prescribed conditions are met in relation to the Neighbourhood Plan, including that the making of the neighbourhood plan is not likely to have a significant effect on a European wildlife site or a European offshore marine site either alone or in combination with other plans or projects.</p>	<p>The Council considers that the Neighbourhood Plan does not breach and is compatible with EU Obligations.</p> <p><u><i>Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA)</i></u>: a SEA screening has been undertaken that determines that the Neighbourhood Plan is unlikely to result in significant environmental impacts and therefore does not require a SEA. A HRA screening has also been undertaken that indicates that the Neighbourhood Plan is not predicted to have significant effects on any European site, either alone or in conjunction with other plans and projects. These conclusions are supported by the responses from the statutory bodies.</p> <p>As the modifications made to the Waterbeach Neighbourhood Plan following its examination do not change the essence of its planning policies, the SEA and HRA screening undertaken on a draft version of the Neighbourhood Plan in February 2020, and the screening determination published in March 2020 remain valid.</p> <p>This conclusion is consistent with the examiner's conclusion that a proportionate process has been undertaken in accordance with the various regulations and the Neighbourhood Plan is compatible with</p>	Yes

Requirements	Local Planning Authority Comments	Basic Condition met?
	<p>European obligations. (See paragraph 5.13 – 5.19 on pages 15 -16 of his report)</p> <p><i>Human Rights:</i> an assessment has been undertaken to examine the impact of the Neighbourhood Plan policies on persons who have a ‘protected characteristic’ and the results of this assessment are included in the Basic Conditions Statement. The Council is supportive of the assessment which concludes that the Neighbourhood Plan has regard to the fundamental rights and freedoms guaranteed under the European Convention on Human Rights and complies with the Human Rights Act 1998. No sectors of the community would be discriminated against, would generally have public benefits and encourage the social sustainability of the plan area</p> <p>This conclusion is consistent with the examiner’s conclusion that he is satisfied across the Plan as a whole, no sectors of the community are likely to be discriminated against. The policies together would generally have public benefits and encourage the social sustainability of the neighbourhood. (See paragraph 5.27 on page 17 of his report).</p>	

CONCLUSION: South Cambridgeshire District Council has confirmed that the ‘Made’ version of the Waterbeach Neighbourhood Plan meets the Basic Conditions.

* Please note that all references to primary and secondary legislation are to those enactments as amended.

Agenda Item 10



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Cambridgeshire & Peterborough Combined Authority

Reports from Constituent Council Representatives on the Combined Authority

Audit and Governance Committee
28 January 2022
Councillor Tony Mason

Overview and Scrutiny Committee
24 January 2022
Councillor Judith Rippeth
Councillor Aidan Van de Weyer

Combined Authority Board
26 January 2022
Councillor Bridget Smith

The above meetings have taken place in January 2022.

Audit and Governance Committee – 28th January 2022

The Audit and Governance Committee met on 28th January 2022; the decision summary is attached as Appendix 1.

Overview and Scrutiny Committee – 24th January 2022

The Overview and Scrutiny Committee met on 24th January 2022; the decision summary is attached as Appendix 2.

Combined Authority Board – 26th January 2022

The Combined Authority Board met on 26th January 2022; the decision summary is attached as Appendix 3.

The agendas and minutes of the meetings are on the Combined Authority's website – Link in the appendices.

Audit and Governance Committee Decision Summary

Meeting: 28 January 2022

Agenda/Minutes: [Audit and Governance Committee – 28 January 2022](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1	Apologies and Declarations of Interests	Apologies were received from Cllr Ian Benney, substituted by Cllr Jan French. No disclosable interests were declared.
2	Chair's Announcements	The Chair made the following announcements:
3	Minutes of the Previous Meeting and Action Notes	The minutes from the meeting held on 17 th December 2021 were agreed as a correct record. Nick Sweeney, Residential Development Manager was in attendance (via zoom) to provide a verbal update on an outstanding action regarding the Housing risks on the Corporate register. The Actions from the previous meeting were noted.
4	Combined Authority Update	The Committee received a verbal update from the Chief Executive Officer for the Combined Authority, Eileen Milner.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
5	Internal Audit	<p>The Committee received the report from the Internal Auditor, Dan Harris (RSM) which provided an update on the progress being made against the internal audit plan for 2021/22.</p> <p>The Committee noted the progress report.</p>
6	Review of Governance and Ways of Working	<p>The Committee received the report from the Interim Head of Governance which provided the Committee with an overview of the purpose of the review of governance and ways of working at the Combined Authority and the evidence being gathered to inform the review.</p> <p>The Committee noted the report and requested that a further update be brought to this Committee at the March meeting.</p>
7	Financial Strategies	<p>The Committee received the report from the Senior technical Accountant which requested that the Audit and Governance Committee review the proposed Capital, Investment and Treasury Management Strategies and MRP Statement for 2022/23</p> <p>The Committee noted the report.</p>
8	Trading Companies	<p>The Committee received the report from the Monitoring Officer which provided the Committee with an update to the draft terms of reference in relation to the review and assessment of the Combined Authority's trading companies in line with the statutory powers invested in the Committee.</p> <p>With six votes for and one abstention the Committee approved the terms of reference of the Committee in relation to the Combined Authority trading companies.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
9	Work Programme	<p>The Committee received and noted the work programme with the below additions being agreed.</p> <p>The Committee requested that as part of the risk register report for the next meeting that further detail on the Covid impact be provided.</p> <p>The Chair requested that the standard items that were due to come to the Committee at future meetings be added into the work programme.</p> <p>The upcoming development session where the committee would undertake a self-assessment exercise would be held virtually with potential dates to be circulated to members.</p> <p>The Annual report for the Committee should be brought to the March meeting for the member to review before being presented at the AGM for the CA Board in June.</p>
10	Date of next meeting	<p>The Committee would next meet on Friday, 11 March 2022 at 10:00</p> <p>Venue to be confirmed.</p>

Overview and Scrutiny Committee Decision Summary

Meeting: 24 January 2022

Agenda/Minutes: [Overview and Scrutiny Committee – 24 January 2022](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
1.	Apologies	No apologies received.
2.	Declarations of Interest	No declaration of interests were made.
3.	Minutes of the Previous Meeting	The minutes of the last meeting were agreed as an accurate record.
4.	Public Questions	None received.
5.	Chair of Transport and Infrastructure in attendance.	<p>Mayor Nik Johnson was in attendance (via zoom) in his capacity as the Chair for the Transport and Infrastructure Committee. Director for Transport, Rowland Potter was also in attendance.</p> <p>The Committee had been invited to submit questions prior to the meeting for the Chair of Transport; the O&S Chair invited those members who had submitted questions to read their questions and receive the written response and ask further supplementary questions.</p> <p>An additional question on e-scooters was also allowed.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		Full list of questions and responses are attached as an appendix to the minutes.
6.	Draft Sustainable Growth Ambition Statement and 2022/23 Draft Budget and Medium-term Financial Plan (MTFP) 2022 to 2026	<p>The Committee received the report from the Chief Finance Officer and the Director for Delivery and Strategy which provided the Overview and Scrutiny Committee with an update to the consultation of the draft Sustainable Growth Ambition Statement and the draft 2022-23 Budget and Medium-Term Financial Plan (MTFP) and also provided the Committee with responses to questions asked and comments made on the draft SGAS and budget/MTFP by members of the Overview and Scrutiny Committee at their consultation meeting of 13 December 2021</p> <p>In response to a question on the 500k housing team and its current reduced role; officers advised this was being looked at and a response including a timeframe would be provided to the Committee.</p> <p>The Chair requested some clarity on whether there would be a second consultation on the MTFP given the lack of detail provided and officers agreed to check with the legal team and provide a response, but it would likely be for the CA Board to decide whether a further consultation was required.</p> <p>The Committee noted the reports and response provided.</p>
7.	Accommodation Strategy	<p>The Committee received the report from the Residential Development Manager which informed the Overview and Scrutiny Committee that Combined Authority Leaders approved a strategy and process for identifying and securing office accommodation on 8th December 2021.</p> <p>The Committee requested that a further update be provided at a future meeting.</p>

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		The Committee thanked the officers and noted the report.
8.	Combined Authority Forward Plan	<p>The Forward Plan was noted.</p> <p>Cllr Coles and Cllr Miscandlon as the Lead Members for Skills advised that they had asked 11 questions at the Skills Committee held earlier that month and they would circulate these once available.</p> <p>Cllr Coles suggested that he take on the Rapporteur role to consider Community Learning and would provide a scoping document at the next meeting.</p> <p>Cllr Van De Weyer as the Lead Member for Housing advised that there would be a consideration of the purpose and function for the Combined Authority Housing activities and that this should be considered at the March meeting to enable this to be fed into the CA Board item.</p> <p>Cllr Atkins as Lead Member for Climate Change advised that the CA Board would be the Climate Change Strategy at their meeting in March and that the Committee should add this to their work programme.</p> <p>Cllr Dew as Lead Member for the Business Board advised that there was good ongoing work in relation to the University of Peterborough and that the Business Board had appointed two new Board members.</p>
9.	CA Board Agenda	No questions were submitted for the CA Board.
10.	Work Programme	The Committee received the report which requested that members discuss and agree items for the work programme.

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		<p>The Committee agreed to not hold the reserve meeting in February.</p> <p>The Committee noted the work programme.</p>
11.	Date and Time of Next Meeting	The next meeting of the Committee is on Monday, 26 th March at 11:00 at Sand Martin House.

Combined Authority Board Decision Summary

Meeting: 26 January 2022

Agenda/Minutes: Combined Authority Board - 26 January 2022

Chair: Mayor Dr Nik Johnson

Summary of decisions taken at this meeting

Combined Authority Board Decision Summary

Meeting: Wednesday 26 January 2022

Part 1 - Governance Items

1.1 Announcements, Apologies for Absence and Declarations of Interest

Apologies were received from Councillor Anna Bailey, substituted by Councillor Josh Schumann; Councillor Edna Murphy – Fire Authority; Darryl Preston- Police and Crime Commissioner; and Jan Thomas – Clinical Commissioning Group.

The following declarations of interest were made:

Item 1.4 - Public Questions: Mayor Dr Nik Johnson, as a resident of Gransden Parish and Councillor Bridget Smith as district councillor for Gamlingay.

Item 3.4 – Market Towns Programme: Approval of Recommended Projects (Funding Call 7) – Councillor Josh Schumann as a Trustee of Viva Arts. Having taken the advice of the Monitoring Officer, Councillor Schumann spoke on this item but abstained from voting.

Item 4.1 – Local Transport and Connectivity Plan Update: Councillor Boden declared an interest as a Trustee of the community transport body which delivered the Route 68 bus service in Wisbech.

Various reports: Mr Austen Adams as a Director of Metalcraft Ltd and a shareholder in the company.

1.2 Minutes of the Combined Authority Board meeting on 24 November 2021 and Action Log

The minutes of the meeting on 24 November 2021 were approved as an accurate record and signed by the Mayor.

The action log was noted.

1.3 Petitions

No petitions were received.

1.4 Public Questions

Two public questions were received. The first was from Gamlingay Parish Council and a copy of that question and response (when published) can be viewed [here](#). The second was received too late to be considered and will receive a written response.

Part 2 – Finance

2.1 Budget Monitor Update – January 2022

It was resolved to:

- a) Note the financial position of the Combined Authority for the year to date.
- b) Note the completion, and clean audit opinion, of the 2020-21 accounts of the Combined Authority, and its subsidiaries.

- c) Approve the Combined Authority's continued use of the PSAA to appoint the suppliers of External Audit services for 5 financial years beginning 1st April 2023. (c£44k p.a. for 5 years). d) Note the increase in the ICT External Support budget per ODN 324- 2022

2.2 Sustainable Growth Ambition Statement, 2022/23 Budget and Medium-Term Financial Plan 2022 to 2026

It was resolved to:

- a) ~~Adopt the Sustainable Growth Ambition Statement (WITHDRAWN)~~
- b) Approve the revenue budget for 2022/23 and the Medium-Term Financial Plan 2022/23 to 2025/26.
- c) Approve the Capital Programme 2022/23 to 2025/26 d) Note the Section 73 Officer's statutory Section 25 statement
- d) Note the Section 73 Officer's statutory Section 25 statement.

2.3 Mayor's Budget 2022-23

It was resolved to:

Approve the Mayor's draft budget for 2022-23

Part 3 – Combined Authority Decisions

3.1 Allocation of Additional Home to School Transport Funds - Academic Year 2021-22

It was resolved to:

Allocate the balance of Additional Home to School Transport grants in line with the audited expenditure figures of each Authority below:

Cambridgeshire County Council: £344,211
Peterborough City Council: £208,340
Cambridgeshire and Peterborough Combined Authority: £50,522

subject to funding confirmation from the Department for Education.

3.2 Transport Levy 2022-23

It was resolved to:

- a) Approve the amount and apportionment of the Transport Levy for the 2022-23 financial year as set out below:

Total Levy: £13,229,793

- i. Peterborough City Council: £3,544,817
- ii. Cambridgeshire County Council: £9,684,976

3.3 Market Towns Programme - Reprofile of Budget

It was resolved to:

Approve the reprofile of the Market Town Budgets set out in paragraph 2.3 of the report.

3.4 Market Towns Programme – Approval of Recommended Projects (Funding Call 7)

It was resolved to:

Approve project proposals received under Market Towns Programme received from East Cambridgeshire District Council for the town of Soham to the sum of £470,000.

3.5 Greater South-East Energy Hub - Mobilisation of Schemes and Reprofiting of Budget

It was resolved to:

1.
 - a) Approve the creation of budget lines as set out in 8.1 to deliver the services set out in the MoU for the £118,389,025 Sustainable Warmth programme.
 - b) Delegate Authority to the Chief Executive, in consultation with the Chief Finance Officer and Monitoring Officer, to enter into contracts for Managing Agent(s), works or other, as required, to expend the funding for the Sustainable Warmth programme, as set out in 3.9
2.
 - a) Note the ongoing work with BEIS to produce a recovery plan for the Green Homes Grant (LAD 2 programme)
 - b) Approve the formation of the CPCA Programme Board for the Energy Hub programme.
 - c) Delegate authority to the Chief Executive and Monitoring Officer to approve the Terms of Reference for the CPCA Programme Board by 31st January 2022.
3. In line with the LAD2 variation letter received from BEIS, approve the corresponding reprofiling of the LAD2 and Public Sector Decarbonisation Fund budgets.
4.
 - a) Approve the creation and amendment of budget lines as set out in 5.1 (a to d) to deliver the services set out in the seventh variation to the Local Energy Capacity Support MoU for c.£2,164,358 and Social Housing Decarbonisation Fund – Technical Assistance Facility Online Hub MoU as detailed in 5.1(e) for £150,000.
 - b) To award a grant of £1.5m to The London Borough of Hounslow Council as Lead Authority for the Net Zero Investment Design & Scoping Programme.

- c) Delegate authority to the Chief Executive, in consultation with the Chief Finance Officer and Monitoring Officer, to enter into agreements and approve the budgets corresponding to the BEIS funding agreements.

3.6 Progress Against Devolution Deal Commitments

It was resolved to:

- a) Note the Devolution Deal Report from Overview and Scrutiny Committee in Appendix 1.
- b) Note the reporting on Devolution Deal progress in its new format, which reflects the Overview and Scrutiny Committee's comments, as set out in Appendix 2.

3.7 Affordable Housing Scheme - Proposed Variation to Loan Relating to Former Alexander House, Ely

It was resolved to:

- a) Approve the extension of the maturity of the existing £4.84m Loan Facility with Laragh Homes from 25 months (7th February 2022) to 28 months (7th May 2022).
- b) Increase the number of potential monthly drawdowns against the facility from 25 to 28.
- c) To agree that the rate of interest to be applied to the loan from 7th February 2022 will be 6% over base, until the loan is fully repaid.

By recommendation to the Combined Authority Board

Part 4 – Transport and Infrastructure Committee recommendations to the Combined Authority Board

4.1 Local Transport and Connectivity Plan Update

It was resolved to:

- a) Note progress on the Local Transport and Connectivity Plan (LTCP).
- b) Provide feedback and agree to amended timetable for delivering the Local Transport and Connectivity (LTCP) programme.
- c) Agree to a programme of public consultation for twelve weeks commencing in May 2022.
- d) Delegate authority to the Head of Transport to prepare the public consultation, and to brief members of the CA Board and Transport and Infrastructure on its content.

4.2 Fengate Access Study

It was resolved to:

- a) Approve the drawdown of £150,000 to complete the Full Business Case stage of the project.
- b) Approve the slippage of the remaining in-year subject to approval budget and note the need for a further reprofile exercise once the revised project timeframe is established in January.

4.3 Fengate Phase 2 University of Peterborough Access

It was resolved to:

- a) Approve the University of Peterborough Access Study Package Assessment Report – Outline Business Case Phase 1.
- b) Approve the drawdown of £1.8m in respect of the costs associated with the Outline Business Case Phase 2, and to conclude a Grant Funding Agreement with Peterborough City Council on terms approved by the Head of Transport and Chief Legal Officer/ Monitoring Officer.
- c) Approve the submission of the updated application at Appendix 2 to the Department of Transport's Major Route Network Programme fund.

4.4 St Ives and A141 Strategic Outline Business Case

It was resolved to:

- a) Approve the development and costing up of the next stage of the project for Outline Business Case and Preliminary design.
- b) Approve the programme for, and costing up of, the Local Improvement schemes for St Ives.

4.5 A10 Outline Business Case

It was resolved to:

- a) Note the outputs of the Cambridgeshire County Council Highways and Infrastructure Committee paper.
- b) Delegate authority to the Head of Transport, in consultation with the Monitoring Officer and Chief Finance Officer, to develop the scope for the delivery of the Outline Business Case.

- c) Approve the release of £2m funding from the Department for Transport, to be spent in 2022-23, for the delivery of the Outline Business Case, and agree reprofiling the remaining 2021-22 budget into 2022-23.
- d) Subject to an extension to the existing DfT grant being agreed, delegate authority to the Head of Transport, in consultation with the Monitoring Officer and Chief Finance Officer, to issue a capital grant funding agreement for the delivery of the outline business case by Cambridgeshire County Council.

Part 5 – Skills Committee recommendations to the Combined Authority Board

5.1 University of Peterborough Phase 3 Business Case

It was resolved to:

1. Approve the University of Peterborough Phase 3 Business Case
2. Approve the use of option a) in section 4.2, to use the existing special purpose vehicle Peterborough HE Property Company Ltd (Prop Co 1), for the delivery of Phase 3 of the University Programme, as the owner and developer of the second teaching building.
3. Consent, as shareholder, to modification of the Shareholders Agreement relating to Peterborough HE Property Company Ltd (Prop Co 1), on such terms as the Chief Executive of the CPCA in consultation with the Chief Legal Officer (Monitoring Officer), and the Deputy Chief Finance Officer (s73 Officer) may agree, to include at a minimum the maintenance by the CPCA of the drag along rights, described at paragraph 4.2 of the report to the Skills Committee of 17 January 2022 (link below) and in order to reflect the share allotments as noted in paragraph 4 below.
4. Consent, as shareholder, to Peterborough HE Property Company Ltd (Prop Co 1):
 - a) issuing the following shares:
 - i. To Peterborough City Council, shares to the value of £20m (in consideration of it investing £20m of Levelling Up Fund (LUF) funding)

- ii. To CPCA, shares to the value of £2m (in consideration of it investing £2m of Local Growth Fund funding)
- iii. To Anglia Ruskin University, shares to the value of £4m in consideration of it investing £4m)

and note that the share issue should be completed by 31 March 2022

- b) Agreeing revisions to the Development Management Agreement to extend the delivery specification in relation to the project management and delivery services and associated support services to relate also to Phase 3.
 - c) Entering into a land transfer with PCC to acquire the Phase 3 land and then enter into an agreement for lease, and lease with ARU Peterborough in respect of the Phase 3 Building, and such consequential and other ancillary agreements on such terms as the Chief Executive of the CPCA in consultation with the Chief Legal Officer (Monitoring Officer), and the Deputy Chief Finance Officer (s73 Officer) may agree.
 - d) Adopting a revised Business Plan, including such changes as are necessary to reflect the construction works and agreement for lease, and lease to ARU-Peterborough of the Phase 3 building in addition to the Phase 1 building.
5. Delegate authority to the Chief Executive of the CPCA in consultation with the Chief Legal Officer (Monitoring Officer), and the Deputy Chief Finance Officer (s73 Officer) to agree:
- a) such changes to the Collaboration Agreement providing that changes to the delivery obligations (and respective timings) are made as described in 5.2 of this report.
 - b) In respect of the Collaboration Agreement, such changes in respect of increased target for student numbers, the curriculum model, and the site and building plan as described in paragraph 5.2 of this report.
 - c) The Development Management Agreement, such changes in respect of the provision of programme management services to Propco1, related to the Phase 3 construction project, are made as described in 5.2 of this report.

- d) To create or modify any such other documents as the Chief Legal Officer (Monitoring Officer) advises are necessary to give effect to the recommendations

5.2 Health and Care Sector Work Academy

It was resolved to:

- a) Approve the new profiled spend in accordance with the approved extension of the innovative employment pilot on recruitment and progression in the Health & Care Sector.
- b) Note the performance of the Health and Care Sector Work Academy to date.

5.3 Employment and Skills Strategy and Action Plan

It was resolved to:

- a) Approve the Employment and Skills Strategy.
- b) Note that the Employment and Skills Strategy will be incorporated in the wider Economic Growth and Skills Strategy, due to be published in March 2022.

5.4 Growth Works Management Review - January 2022

It was resolved to:

- a) Note the Growth Works programme performance up to 31st October 2021.

Part 6 – Housing and Communities Committee Recommendations to the Combined Authority

6.1 Digital Connectivity Business Case

It was resolved to:

- a) Approve the Digital Connectivity Business Case included as Appendix 1 to this report.
- b) Approve £4.5m budget from the subject to approval line in the Medium-Term Financial Plan for 2022/23 to 2024/25.

Part 7 – Business Board recommendations to the Combined Authority Board

7.1 Strategic Funding Management Review January 2022

It was resolved to:

- a) Approve the revised strategic approach for targeting Category 1 of the Business Board recycled funds.
- b) Approve the criteria for the project scoring assessment of applications to the Business Board recycled funds.
- c) Approve the process for investing Business Board recycled funds as stated at Category 1 and 2.

Part 8 – Governance Reports

8.1 Combined Authority Board and Committee Membership Changes January 2022

It was resolved to:

- a) Note the appointment by Cambridge City Council of Councillor Anna Smith as its substitute member on the Combined Authority Board for the remainder of the municipal year 2021/2022
- b) Ratify the appointment by Cambridge City Council of Councillor Katie Thornburrow as its member on the Transport and Infrastructure Committee for the remainder of the municipal year 2021/2022.
- c) Ratify the appointment by Cambridge City Council of Councillor Richard Robertson as its substitute member on the Transport and Infrastructure Committee for the remainder of the municipal year 2021/2022.
- d) Ratify the appointment by Cambridge City Council of Councillor Cllr Niamh Sweeney as its member on the Skills Committee for the remainder of the municipal year 2021/2022.
- e) Note the appointment by Peterborough City Council of Councillor Mohammed Haseeb as its substitute member on the Audit and Governance Committee for the remainder of the municipal year 2021/2022.
- f) Note the named substitute representative for the Police and Crime Commissioner's Office (John Peach).
- g) Note the appointment by Fenland District Council of Councillor Jan Smith as its substitute member on the Audit and Governance Committee for the remainder of the municipal year 2021/2022.

8.2 Annotated Forward Plan – 14 January 2022

It was resolved to approve the Forward Plan for January 2022.

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