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Tuesday 6 February 2024

To: Chair – Councillor Dr. Martin Cahn
Vice-Chair – Councillor Peter Fane
All Members of the Planning Committee - Councillors Ariel Cahn,
Bill Handley, Geoff Harvey, Dr. Tumi Hawkins, Peter Sandford,
Heather Williams, Dr. Richard Williams and Eileen Wilson

Quorum: 3

Substitutes Councillors Graham Cone, Sue Ellington, Mark Howell, Bunty Waters,
if needed: Dr. Shrobona Bhattacharya, Anna Bradnam, Dr Lisa Redrup,
Helene Leeming, William Jackson-Wood and Henry Batchelor

Dear Councillor

You are invited to attend the next meeting of **Planning Committee**, which will be held in the **Council Chamber, First Floor** on **Wednesday, 14 February 2024 at 10.00 a.m.** **A weblink to enable members of the press and public to listen to the proceedings will be published on the relevant page of the Council's website , normally, at least 24 hours before the meeting.**

Yours faithfully
Liz Watts
Chief Executive

Agenda

Pages

1. **Chair's announcements**
2. **Apologies**
To receive apologies for absence from committee members.
3. **Declarations of Interest**
 1. **Disclosable pecuniary interests ("DPI")**
A DPI is where a committee member or his/her spouse or partner has any kind of beneficial interest in the land under consideration at the meeting.
 2. **Non-disclosable pecuniary interests**
These are interests that are pecuniary involving a personal financial benefit or detriment but do not come within the definition of a DPI. An example would be where a member

of their family/close friend (who is not their spouse or partner) has such an interest.

3. Non-pecuniary interests

Where the interest is not one which involves any personal financial benefit or detriment to the Councillor but arises out of a close connection with someone or some body /association. An example would be membership of a sports committee/ membership of another council which is involved in the matter under consideration.

4. Minutes of Previous Meeting

To authorise the Chair to sign the Minutes of the meeting held on 17 January 2024 as a correct record. Minutes document to follow.

- | | |
|--|------------------|
| 5. Year One Review of the Greater Cambridge Design Review Panel (GCDRP) and the Incorporation of the Disability Consultative Panel into the GCDRP | 5 - 46 |
| 6. 22/01632/FUL - Orchard Park Parcels Com4 And L2, Topper Street, Orchard Park
An aparthotel / hotel with the addition of mixed-use facilities, includes the erection of a building above a basement, car parking, landscaping, and other associated works. | 47 - 96 |
| 7. 23/01581/FUL - Manor Farm, Clayhithe Road, Horningsea
Conversion of existing vacant farm buildings into seven dwellings with access, parking, landscaping and associated infrastructure. | 97 - 120 |
| 8. 23/04804/HFUL - 24 South Road, Great Abington
Single storey side extension together with internal alterations. | 121 - 128 |
| 9. 23/03234/HFUL - 12 Silver Street, Litlington
Existing outbuildings to be replaced with new Nissen style outbuilding. | 129 - 138 |
| 10. Compliance Report | 139 - 146 |
| 11. Appeals against Planning Decisions and Enforcement Action | 147 - 156 |

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."

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.

Notes

- (1) Some development control matters in this Agenda where the periods of consultation and representation may not have quite expired are reported to Committee to save time in the decision making process. Decisions on these applications will only be made at the end of the consultation periods after taking into account all material representations made within the full consultation period. The final decisions may be delegated to the Corporate Manager (Planning and Sustainable Communities).
- (2) The Council considers every planning application on its merits and in the context of national, regional and local planning policy. As part of the Council's customer service standards, Councillors and officers aim to put customers first, deliver outstanding service and provide easy access to services and information. At all times, we will treat customers with respect and will be polite, patient and honest. The Council is also committed to treat everyone fairly and justly, and to promote equality. This applies to all residents and customers, planning applicants and those people against whom the Council is taking, or proposing to take, planning enforcement action. More details can be found on the Council's website under 'Council and Democracy'.

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[Link to further information for members of the public attending South Cambridgeshire District Council meetings.](#)

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[Link to the Public Speaking Scheme](#)

Further information for Councillors

[Declarations of Interest – Link to Declarations of Interest - Information for Councillors](#)

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Agenda Item 5



GREATER CAMBRIDGE SHARED PLANNING

Year One Review of the Greater Cambridge Design Review Panel (GCDRP) and the incorporation of the Disability Consultative Panel into the GCDRP

Planning Committee Date: 14 February 2024

Report to: South Cambridgeshire District Council Planning Committee (for Information)

Report by:

Tom Davies, Designer, Built Environment and Trovine Monteiro, Built Environment Team Leader, Greater Cambridge Shared Planning Service.

Email:

tom.davies@greatercambridgeplanning.org ;
trovine.monteiro@greatercambridgeplanning.org

Ward/parishes affected: All

- 1. Executive summary**
 - 1.1 Members will be aware that the Greater Cambridge Design Review Panel (GCDRP) was set up and launched in January 2022 offering an independent and impartial evaluation of the design of significant proposals, at the pre-application and planning application stages, by a panel of built environment experts. As part of the Terms of Reference an Independent Advisory Group (IAG) was set up to oversee the governance, which met in September 2023.
 - 1.2 Greater Cambridge Shared Planning Service (GCSPS) also run a Disability Consultative Panel (DCP) which reviews the accessibility of

significant planning applications and pre-applications by a panel which consist of people of different disabilities or those that have cared for people with disability. Schemes that are reviewed by the DCP are also reviewed by the GCDRP.

- 1.3 The purpose of this paper is to inform Planning Committee of the recommendations made by the IAG and to provide detail on the incorporation of the DCP into the GCDRP. A similar report will also be presented to the next meeting of Cambridge City Planning Committee.
- 1.4 Incorporating the disability access remit into a single body (GCDRP) will bring several benefits including making it easier for applicants who would be receiving advice in a single panel review meeting instead of having to attend two meetings; enabling disability access and inclusive design to be discussed alongside other specialisms; benefitting from GCDRP's established pay to use service that recovers its costs, enables the quality of service to be sustained including recruitment, review of its processes, its impacts and remunerating its panel members.

2. Recommendation

- 2.1 Officers recommend that the South Cambridgeshire District Council Planning Committee notes:
 - The recommendations made by the Independent Advisory Group (IAG) about the GCDRP and how these will be taken forward, and
 - The incorporation of the Disability Consultative Panel into the existing GCDRP and establishment of an Accessibility Forum.

3. Background

- 3.1 Members will be aware that the Greater Cambridge Design Review Panel (GCDRP) was set up and launched in January 2022 after a review of existing design review arrangements in Cambridge City Council (CCC) and South Cambridgeshire District Council (SCDC), following the formation of the Greater Cambridge Shared Planning Service (GCSPS). Design Review is an important and valued, if discretionary, service and is recognised in the National Planning Policy Framework (2023). The aim was to ensure that the planning service and applicants had access to a consistent, efficient, effective and independent panel and one which recovered its running costs.
- 3.2 Design Review Panels offer independent and impartial evaluation of the design merits of significant proposals, at pre-application and application stages, by a panel of built and natural environment experts. The advice of the panel is advisory, with the aim of identifying where improvements that can be made, to influence the planning process, improve the quality of buildings and places for the benefit of the public. It is governed

according to its terms of reference (see Appendix 3). Between 1 January 2022 – 30 June 2023, 23 full reviews and 4 subsequent reviews have taken place.

- 3.3 This is the first annual report undertaken by the IAG, and as such its focus has largely been on matters of process, as schemes considered so far by the GCDRP are at an early stage and either still going through the planning process or only recently received consent. In future years the annual reports will be able to review schemes as they progress and are built and comment on the difference the panel has made to outcomes on the ground.

Recommendations of the Independent advisory board

- 3.4 As per the terms of reference, an independent advisory board was setup to oversee the governance of the panel that included the chairs, vice chairs of the GCDRP, lead members of planning for both councils, Planning Committee Chairs for CCC and SCDC, Senior Officers of GCSP and two independent chairs. The independent chairs in consultation with the Joint Director of Planning would make recommendations to adjust working practices to ensure the effectiveness of the panel.

- 3.5 The Independent Advisory Group met on the 19th of September 2023, which was chaired by Robin Nicholson (independent chair of IAG), and attended by Co-chair of IAG, Esther Kurland. It made recommendation to improve the working of the design review panel which are summarized as follows:

- To apply the 4Cs framework of the Cambridgeshire Quality Charter flexibly and limit the questions asked by panel member to those that are relevant and a matter of fact,
- Made suggestions to chair the panel more effectively with the chairing spread between chairs and vice chairs,
- Suggested having a private briefing session with planning officers after the panel meeting to reflect and provide feedback on the review,
- Suggested that officers should provide an update to the GCDRP chairs and vice chairs on the outcome of planning applications that went to panels quarterly,
- Recommended that Applicants/Planning officers explain how the scheme has evolved after GCDRP's input within the design and access statement and planning officer report,
- Acknowledged the expansion of the Design review service to other planning authorities and incorporation of the disability panel within the GCDRP,
- Acknowledged the need to expand the membership to include more expertise in sustainability, biodiversity and accessibility.
- Suggested to have an annual meeting of the GCDRP and the Cambridgeshire Quality Panel

- 3.6 In discussion with the Chairs, Vice Chairs and the Joint Director for Planning, most of the recommendations will be taken forward with the exception of a private briefing session with planning officers post a review as this could be perceived to have an impact on the independence of the panel. Detail of the IAG meeting and the annual report are attached as Appendix 1 and 2 respectively.

Incorporation of the Disability Consultative Panel in GCDRP

- 3.7 Members will be aware that the GCSPS also run a Disability Consultative Panel which focuses on advising applicants on the accessibility of significant planning applications, preapplications in Cambridge City and more recently in South Cambridgeshire District by a panel with people of different disabilities or those that have cared for people with disability. The panel has been operating since 1999, free of charge, without any cost to the applicant.
- 3.8 The DCP needed a review to see how the panel was running, in order to develop resilience if an officer was sick or went on annual leave, to ensure there was consistent attendance (looking into issues of remuneration), recruitment and refresh of members, to ensure that it recovered its administrative/management costs and to ensure it provided a consistent service across SCDC and CCC.
- 3.9 Following an internal review of the Disability Consultative Panel, it was considered that there are significant benefits for incorporating the disability function within the GCDRP. These include:
- Streamlining processes within GCSPS that make best use of existing resources and deliver value for money for both councils.
 - Making it easier for applicants to obtain independent advice on all design issues, including accessibility in a single meeting.
 - Enabling disability access and inclusive design to be discussed alongside other specialisms, as many of the issues around design are inter-related and linked.
 - Recovering the cost for administering the service.
 - Benefiting from all the professional expertise, back of house processes, website, administration, management, communication, governance, best practice, terms of reference, monitoring, scrutiny, publicity offered by the Greater Cambridge Design Review Panel.
- 3.10 The existing DCP is made up of residents / community members, some of whom have different disabilities themselves or who care for people with a disability and are able to provide their lived experience on issues of access and disability that schemes need to overcome. Whilst the GCDRP will be able to provide the specialist expertise, it perhaps, may not be able to provide the lived experience that DCP panel members offer depending on who applies to come onto the panel. Existing DCP members will be invited to apply.

- 3.11 In addition, GCSPS is proposing that it also establishes an Accessibility Forum to meet with GCSP and the access officers every quarter, in the same way as it does with Agents, Parish Councils and Residents Association Forums. Through this existing DCP members, and any new members that wish to join, will be able to provide an insight, in a voluntary capacity, on various initiatives, guidance and strategies that the Councils may deploy to educate, advocate, and improve disability issues across the Greater Cambridge area.
- 3.12 GCSPS officers have advised DCP members of the changes that are being proposed and are in discussions about the new arrangements. Sufficient notice will be provided before the new arrangements are in place.
- 3.13 The next steps are as follows:
- Finalising the Equality Impact Assessment (EqIA) following discussions with the Equality Officers of both councils.
 - Amending the terms of reference of the GCDRP to make it explicit that design review explicitly covers accessibility, inclusive design, and disability.
 - Recruiting for new GCDRP panel members in March, April 2024 to cover matters of accessibility and inclusive design, together with other specialisms. This will include inviting the existing members of the DCP to apply, should they wish to.
 - Amending our back of house processes to ensure that the applicants and the design review panel incorporate disability issues.
 - GCSPS would like to express our gratitude to the DCP for their advice, all that they have achieved and contributed in this capacity over the years by holding a 'Thank You' event.
 - Establishing an Accessibility Forum.

4. Implications

Financial Implications

- 4.1 Implementing most of the recommendations of the independent governance group will be within the existing resources of the GCSP service.
- However, we intend to raise the fee of the GCDRP by £500 for each review type, from April 2024, to remunerate panel members by an additional £50 and account for an additional disability expert. The remuneration is a honorarium which is benchmarked against other panels including Frame, Essex Place Panel and Cambridgeshire Quality Panel.
 - The expansion of the panel to adjacent authorities will likely attract additional, external income into the team, the service (which is difficult to estimate) and would be beneficial to both councils.
- 4.2 The proposal to incorporate the DCP into the GCDRP will be absorbed within existing resources of the GCSPS. However, when implemented, it

will represent a saving by streamlining the functions from two into one panel i.e. the GCDRP which is paid for by applicants. This will save the councils administration, room hire, staff attendance, management costs which are currently not recovered.

Staffing Implications

4.3 GCSPS will resource the expansion of its design review service based on and proportionate to the income it receives. It will use existing resources within the team.

4.4 The proposal to incorporate the DCP into the GCDRP will be absorbed within existing resources of the GCSPS.

Equality and Poverty Implications

4.5 An Equality Impact Assessment (EQIA) has been undertaken; officers have discussed and clarified:

- The purpose of incorporation of the DCP into GCDRP to streamline processes to become more efficient, avoiding duplication, providing a consistent service to both councils, securing better and effective outcomes, rather than necessarily saving costs.
- Proposing to amend the terms of reference of the GCDRP to include disability, recruiting experts in disability (who may have a disability and able to provide lived experience – existing DCP members can apply) to provide comfort that disability and access issues will be given equal standing in meetings.
- Using existing council resources and existing membership to contribute in new ways (for example awareness campaigns – for example accessibility to pubs) by establishing an Access user group that meets every quarterly.
- Providing comfort that appropriate scrutiny is in place through the establishment of Independent advisory group of the GCDRP to monitor and review the panels functions that includes disability.

Environmental Implications

4.6 The recommendations proposed by the IAG and the incorporation of the DCP into GCDRP have an aim to help improve planning decisions and better environmental outcomes through the delivery of better buildings, place and landscapes.

Procurement Implications

4.7 Appointment of new panel members will be done following a transparent, open process following Council Policy.

Community Safety Implications

4.8 None.

5. Consultation and Communication Considerations

5.1 GCSPS have discussed the changes that are being proposed with DCP members. Officers met with the DCP members at a meeting of the Disability Panel on 28 November 2023 and outlined the changes discussed in this report. The Team has prepared a EQIA and consulted with the Equality, Diversity and Inclusion forum for SCDC.

6. Background papers used in the preparation of this report:

- Appendix 1: IAG Meeting Notes and recommendations
- Appendix 2: Annual Report of the Greater Cambridge Design Review Panel 2022 - 23
- Appendix 3: The Greater Cambridge Design Review panel's terms of reference: the Terms of Reference

Report Author

Tom Davies, Designer, Built Environment Team and Trovine Monteiro, Built Environment Team Leader - Greater Cambridge Shared Planning Service.

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**Greater Cambridge Design Review Panel
Independent Advisory Group Draft Meeting Notes and Recommendations**

Date and Time: Tuesday, 19 September 2023, 15:00-16:30 (Hybrid Meeting)

Attendance:

Independent Advisory Group Members:

- 1) Esther Kurland (EK) – Independent Design Review Expert/ Joint Chair of the GCDRP IAG
- 2) Robin Nicholson (Chair) (RN) – Independent Design Review Expert/ Joint Chair of the GCDRP IAG
- 3) Maggie Baddeley (MB) – Planner and Chartered Surveyor/ GCDRP Chair
- 4) Simon Carne (SC) – Urban Designer and Architect / GCDRP Vice Chair
- 5) Russell Brown (RB) – Architect / GCDRP Chair
- 6) Jane Green (JG) – Built and Natural Environment Team Manager
- 7) Trovine Monteiro (TM) – Built Environment Team Leader
- 8) Cllr Tumi Hawkins (TH) – Lead Member for Planning (South Cambridgeshire District Council)
- 9) Cllr Katie Thornburrow (KT) – Lead Member for Planning (Cambridge City Council)
- 10) Cllr Martin Smart (MS) – Planning Committee Chair (Cambridge City Council)
- 11) Cllr Martin Cahn (MC) – Planning Committee Chair (South Cambridgeshire District Council)

Apologies

- 1) Heather Jones – Deputy Director Planning and Building Quality

Observers

- 1) Joanne Preston – Principal Urban Designer / Design Review Panel Manager
- 2) Bonnie Kwok – Principal Urban Designer / Design Review Panel Manager
- 3) Katie Roberts – Executive Assistant / Panel Support Officer
- 4) Shaheeda Montgomery – Apprentice Planner

Meeting Notes

1. Robin Nicholson chaired the first IAG meeting. He and Esther both felt that the set-up process and operating framework for the new GCDRP was exemplary including the Independent Advisor Group to oversee the panels work.
2. It was good to see the extensive use of the 4Cs (Community, Connectivity, Character and Climate) which were originally developed to help structure conversation on city extensions and new settlements.
3. It was felt that the 4Cs framework should not be rigidly applied and that any panel members should be able to talk about any of the 4Cs in addition to their specialist 'C' as there clearly are some overlapping issues (for example Character includes Architecture and Landscape). A more holistic approach is to be encouraged to talk about the overall scheme at the start. Each panel member should be able to make comments that build on those of other panel members.
4. The 'Questions' section of the meeting should be limited to 'questions of fact relating to issues that will be discussed at the review' only and should not be used by applicants or panel members to make comments on the proposals.
5. Chairs should be able to express their own style but should guide the conversation. They should set out the order for the members to speak (based on the importance of the issues being discussed) but step back to hear other panel members view on the 4 Cs (used flexibly- see point 3) and should sum up and provide a synopsis of the conversation at the end. The Chairs should be able to build on others comments alongside the synopsis. Chairs/Officers to observe good examples of other panels being chaired.
6. In addition to a private briefing session with planning officers before the review of the scheme with applicants, a 'wash-up' session for planning officers post the review was suggested, to give immediate feedback/next steps to Panel Members to ensure issues raised by the planning officers have been addressed. No new issues should be raised.
7. The officers should update the design review panel on the outcomes of planning applications once they have been determined reporting every quarter.
8. With David Prichard resigning as Vice Chair, there wasn't a need felt to replace him, with chairing of panels spread between the 2 Chairs as well as Vice Chair.
9. The Committee Chairs and lead members felt that the DRP report was very useful in helping planning committee members in the decision-making process. It would be good for the Planning Committee to have a briefing on the 4Cs and how they are used by the panel in making comments on schemes. This could be extended to the wider to other stakeholders. The planning committee would like to know what changes have been made by the applicant following input from the DRP, stated in the design and access statement and planning officer report. Drawing numbers should be clearly labelled for comparison purposes.
10. Schemes should be reviewed at the earliest opportunity. Sometimes there is too much information to consider. GCSP advice to applicants is to bring complex schemes twice to the panel, at an early concept as well as detailed stage. However, this should not be a mere formality where the design hasn't changed, and schemes haven't addressed issues raised in the first round. Otherwise, it can become a token gesture.
11. Schemes within the administrative boundary of the local planning authority should be brought to the design review panel/s established by the local planning authority for that purpose. The council could set out policies to ensure that this happens, together with more promotion about the panel with applicants, agents and the wider public.
12. There was an acknowledgement of the expansion of the design review service to other local planning authorities and the incorporation of the disability panel expert within the GCDRP. However, it was important to ensure that the panels focus wasn't diluted, and the panel wasn't

there to conduct a disability audit of the scheme, but to provide strategic, expert and independent overview of schemes. Recruitment for the disability expert would need to be carried out.

13. Energy, Water Efficiency issues and Biodiversity issues keep coming up in planning applications which would need to be retrofitted if built as submitted. Lead members for planning would like to see experts from these areas to join our DRP to get the best buildings for the future. However, the requirements to address climate change would need to be backed up by policy.
14. There is a need to establish a way to deal with the growing pressure to increase height in Greater Cambridge, referring to the council's policy position, briefing note to the panel where it doesn't exist and looking at appeal cases. The panel needs to keep its independence and not blur its views with that of the Local authority.
15. There is difficulty in specialist panel members availability to cover climate. In addition to recruitment of panel members to cover climate, a suggestion was made to see whether some panel members had dual expertise that could fulfil this function. Any Membership should also look for expertise that include more women, people from BAME background and with disabilities.
16. An annual meeting of both the GCDRP and The CQP would be helpful as there are overlapping areas common to both panels.

Recommendations

1. The 4 'C' should be applied more flexibly as a means of structuring the review to ensure that the discussion is not limited by this framework.
2. The 'Questions' section of the meeting should be limited to 'questions of facts relating to issues that will be discussed at the review' only.
3. In addition to a private briefing session with planning officers before the review of the scheme with applicants, there should also be an informal private session between the planning officers and panel after each review to reflect on the review. No new issues should be raised. This discussion should not be recorded as part of the panel report.
4. The chairing could be more effective: to order the conversation, step back, include all views, apply the 4 Cs flexibly and summarise at the end. Chairs/Officers to observe good examples of how other panels are being chaired.
5. GCDRP managers should update the DRP about the outcomes of planning applications after they have been completed.
6. Applicants/ Planning officers should explain how schemes have evolved after GCDRP's input within the DAS/planning officer report. Drawing reference numbers should be included in the DRP meeting reports.
7. With David Prichard resigning as Vice Chair, there wasn't a need felt to replace him, with chairing of panels spread between the 2 Chairs as well as Vice Chair.
8. There was an acknowledgement of the expansion of the design review service to other local planning authorities and the incorporation of the disability panel expert within the GCDRP.
9. The panel membership should be extended to include sustainability experts, biodiversity and accessibility experts. Membership should also include more women, people from BAME background and with disabilities.
10. An annual meeting of both the GCDRP and of the QP would be helpful as there are overlapping areas common to both panels.

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Annual Report
of the
Greater Cambridge Design Review Panel
2022 - 2023

September 2023

Contents

1. Introduction
2. Panel member selection and representation
3. Number and frequency of meetings
4. Type of schemes reviewed
5. Impact on the planning process
6. Resources required to run each panel
7. Feedback from Chairs, Panel Members and Officers
8. Panel development (training)
9. Expanding the DRP service
10. Incorporation of Disability Panel

Appendices

- Appendix A:** Review letters
- Appendix B:** Table of Panel Member attendance
- Appendix C:** Feedback from Chairs, Panel Members and Officers
- Appendix D:** Terms of Reference
- Appendix E:** EDI survey
- Appendix F:** Panel income and expenses

1. Introduction

1.1 Purpose of this report

This report has been prepared by the Greater Cambridge Shared Planning Service (GCSPS) as part of the annual review of the Greater Cambridge Design Review Panel (GCDRP), which was established in January 2022. The Panel supports South Cambridgeshire District Council (SCDC) and Cambridge City Council (CCC) in achieving excellent design in new development. It offers multi-disciplinary advice from leading built and natural environment professionals through a robust design review process consistent with the Cambridge Quality Charter for Growth.

The GCDRP is overseen by an Independent Advisory Group (IAG). The IAG ensure the effectiveness and accountability of the Panel in the public interest and, in consultation with the Joint Director of Planning & Economic Development, make recommendations to adjust working practices in accordance with these terms of reference.

The IAG is jointly chaired by the independent built environment experts Esther Kurland and Robin Nicholson and comprises the Chairs of the GCDRP (Maggie Baddeley and Russell Brown), senior Council officers, the Lead Members and Planning Committee Chairs of both Councils (excluding the Joint Development Control Committee as these developments are reviewed by the Cambridgeshire Quality Panel).

This IAG will meet in September 2023 to review the draft report, assess any issues, advise on improvements and the future direction of the Panel. The final report is a public document, comprising the feedback, finance, and a summary of the impact of the GCDRP through the planning process and as development is constructed. The final report will include the IAG's recommendations for the development of the GCDRP.

1.2 Summary of the Greater Cambridge Design Review Panel

<i>Responsible Authority</i>	Greater Cambridge Shared Planning Service (South Cambridgeshire District Council and Cambridge City Council)
<i>Panel charges*</i>	Full Review £4,000 + VAT Subsequent Review £3,500 + VAT Chair's Review £2,000 + VAT *This is the full amount charged to applicants.
<i>Payments to panel members</i>	Panel Chairs £300 per review Panel Members £200 per review All Members receive travel expenses and lunch/ refreshments
<i>Resources</i>	2 x GCDRP Managers (2-3 days per month each) + 1 x GCDRP Support Officer (full time). The current Managers are Principal Urban Design Officers Bonnie Kwok and Joanne Preston. The Support Officer is Katie Roberts, Executive Assistant.
<i>Formed</i>	2022
<i>Terms of reference</i>	Yes – published on the GCSP website
<i>Meeting frequency</i>	2 nd and 4 th Thursday of every month
<i>Meeting format</i>	A first Full Design Review of a scheme takes around 3 – 4 hours: <ul style="list-style-type: none"> - Site visit, 60 minutes (Panel Manager, Planning Officer, Panel Members and applicant's design team) - Briefing by Planning Officer, 15 minutes (Panel and officers only) - Chair introductions and notice of conflict of interest, 5 minutes - Project team presentation, 30 minutes - Panel questions and clarifications, 10 minutes - Panel discussion and summary from the Chair, 60 minutes
<i>Site visit</i>	Site visit for each in-person full review
<i>Output</i>	Review letter with qualitative recommendations
<i>Timescale for written feedback</i>	Letter within 10 working days of the meeting
<i>User feedback post meeting</i>	User evaluation feedback survey requested from applicant, Panel Members and officers
<i>Active promotion</i>	GCSP website, LinkedIn, SCDC magazine
<i>Type of scheme reviewed</i>	All categories of development as defined in 'referral criteria' in terms of reference due to their size, location or significance
<i>Membership</i>	43 Panel Members (including 2 Chairs and 1 Vice Chair) with expertise across the 4 'C's of the Cambridgeshire Quality Charter for Growth. Members were recruited via online advertisements using a published marking criterion. Chairs and Vice Chairs were additionally interviewed for the role. The term for Panel Members, Chairs and Vice Chairs is 3 years.

Figure 1: Table summarising the operation and governance of the GCDRP

2. Panel Member selection and representation

The Panel is made up of 45 members including 2 Chairs and 1 Vice Chair (ref.2.1), with a balance of skills that address the themes of Community, Character, Connectivity and Climate. The members are diverse and nationally respected professionals from the fields of architecture, urban design, planning, landscape architecture, public realm, sustainability, highway engineers, transport planning, conservation, biodiversity and active travel. Panel members are based in Cambridge and different areas of the UK to ensure that the Panel benefits from local knowledge and best practice approaches from elsewhere. A biography for each Panel member is published on the GCDRP [website](#).

Following their appointment to the Panel, both Chairs and all Panel members were invited to complete an anonymised online equality, diversity and inclusion survey; 38 out of 45 panel members responded. A summary of the responses is included within Appendix E.

A typical review involves 4-5 panel members and the Chair. The Panel Managers and Panel Support Officer select the Panel for each review based on the expertise required and the relevance of the members' professional experience to the schemes being reviewed, and their availability. The procedure around managing potential conflicts of interest is clearly set out within the Terms of Reference and this appears to be working well. Where Panel members have previously reviewed a scheme or site, they are invited to attend subsequent reviews of that project. Appendix B shows the Panel make-up of reviews from 1 January 2022 - 30 June 2023. 96% of Panel members have been deployed in the review period.

2.1 Considerations

- In November 2021 David Prichard resigned as Panel Member and Vice Chair. With the agreement of the Chairs and remaining Vice Chair, the Panel has been operating with one Vice Chair since, and this has not posed a resourcing issue to date.
- In recent months, the number of schemes brought for review has increased and it can prove difficult to find Panel members available to cover 'Climate' due to the unavailability of Panel members and a limited number of Panel members who specialise in this area. This has resulted in the same Panel

members being asked to attend many reviews. In contrast, there is a bigger pool of Panel members offering expertise to represent the ‘Character: architecture and urban design’ and there have been fewer opportunities for some of these Panel members to take part in at least one meeting. Appendix B shows Panel members’ attendance at the GCDRP for 18 months between 01 January 2022- 30 June 2023.

- Advice is sought on how we can reach out to under-represented groups. We are particularly interested in recruiting professionals/experts those who consider themselves to have a disability as defined by the Equality Act 2010. This is particularly important as the Cambridge Disability Panel review functions will be incorporated with the GCDRP (See section 10 of this report for further information). None of the existing GCDRP members, who responded to the survey, considered themselves to have a disability.

3. Number and frequency of Panel meetings

GCDRP meetings are scheduled to take place on the second and fourth Thursday of the month. Between 1 January 2022 – 30 June 2023, 23 full reviews and 4 subsequent reviews have taken place, including one full review which was held exceptionally on a Tuesday to accommodate demand. The total number of reviews for this period is 27.

Year	Period	Number of full reviews	Number of subsequent reviews	Number of Chair’s reviews	Total number of reviews
2022	Q1	3	0	0	3
	Q2	4	2	0	6
	Q3	6	0	0	6
	Q4	1	0	0	1
2023	Q1	3	1	0	4
	Q2	6	1	0	7
<i>Total</i>		23	4	0	27

Figure 2: Table summarising the number of reviews carried out by the GCDRP

3.1 Considerations

- To date, there have not been any requests for Chair’s reviews. This is to be expected at this stage in the Panel’s lifespan as the Chair’s review is reserved for schemes that have already been seen by the Panel at least twice.
- Demand for the GCDRP has noticeably increased in the 2nd and 3rd quarters of 2023 and there are already 4 reviews scheduled to take place

between July and September 2023. Some applicants have commented that they must wait over 1 month for a meeting slot because the Panel is booked up in advance.

- On several occasions, after reserving a meeting slot for an applicant and selecting the appropriate Panel members, the applicant has cancelled the review at late notice. This is a waste of resources for Officers and an inconvenience for Panel members and other applicants who could otherwise have been offered that meeting date.
- Some applicants have requested a longer review and site visit for larger schemes. There are currently no charging criteria or format for an extended review and site visit within the current Terms of Reference.

4. Type of schemes reviewed

Of the 27 reviews of the 23 schemes carried out by the GCDRP between 1 January 2022 - 30 June 2023, all were reviewed at a pre-application stage. All 23 schemes were major applications (over 1000sq or 15 homes). The scheme that did not fall into this category was 'significant' because it proposed a series of public realm furniture interventions in important locations within Cambridge City centre and therefore had a high degree of public impact. Other schemes reviewed by the panel included office, research and development and residential mixed-use development.

Date of Panel	Name of Scheme	Type	Application Status
27/01/22	Bespoke furniture (City Council)	Public realm	Permitted development
10/03/22	Burlington Press (City Council)	Offices	Pre-application
10/03/22 and 14/07/22	Sawston Dales Manor Business Park (SCDC)	Research and Development	Approved
9/06/22	Bee Hive Centre (City Council)	Research and Development	Pre-application
23/06/22 and 11/08/22	Stapleford Retirement Village (SCDC)	Residential	Approved
14/07/22	[REDACTED]	Residential	Pre-application
25/08/22	Trinity School (SCDC)	Residential	Approved
22/09/22 and 23/03/23	[REDACTED]	Offices	Pre-application

Date of Panel	Name of Scheme	Type	Application Status
22/09/22 and 13/04/23	Grafton Centre (City Council)	Research and Development	Pre-application
13/10/22	The Welding Institute (SCDC)	Research and Development	Pre-application
27/10/22	Brookmount Court (City Council)	Research and Development	Pre-application
27/10/22	230 Newmarket Road (City Council)	Office and Retail	Pre-application
16/11/22	Melbourn Science Park (SCDC)	Research and Development	Pre-application
8/12/22	████████████████████	Residential	Pre-application
23/02/23	School Hill, Histon (SCDC)	Residential	Pre-application
7/03/23	Fanshawe road (City Council)	Residential	Pre-application
9/03/23	The Way, Fowlmere (SCDC)	Offices	Pre-application
27/04/23	East Barnwell CIP (City Council)	Residential mixed use	Pre-application
27/04/23	St John's College (City Council)	Residential - Student Accommodation	Pre-application
11/05/23	Hauxton Waste Water Treatment Plant (SCDC)	Research and Development	Pre-application
25/05/23	Babbage House (City Council)	Office	Pre-application
8/06/23	████████████████████	Office	Pre-application
8/06/23	Land South of Coldham's Lane, Cherry Hinton (City Council)	Research and Development	Pre-application

Figure 3: List of schemes reviewed by GCDRP from January 2022-June 2023

5. Impact on the planning process

Following each review, applicants are sent a survey about their experience. One question specifically asks the applicant to rate how much they agree with the statement:

'We intend to change the scheme as a result of the Panel's feedback'—strongly agree, agree, neutral, disagree, strongly disagree. Only 4 survey responses have been received; of these, 3 applicants 'agreed' and 1 answered 'neutral'.

4 schemes that have been reviewed by the Panel have progressed to a planning application submission. Planning permission has been received for 3 schemes and 1 is awaiting a decision.

The GCDRP Terms of Reference require the review letters to be attached to the committee and delegation reports and this has been the case for all schemes that have been taken through the planning process. Once a planning application has been submitted, the reports are also published on the GCDRP website.

The following comments were made by Panel Chair, **Maggie Baddeley**, on the extent to which the Panels' comments were considered in the final applications (and officer's reports/ decisions):

Sawston (a hybrid application)

1. It is key to note that the first Panel could not comment comprehensively on bulk, scale, massing, materiality, roofscape etc. in their review, as a comprehensive Landscape and Visual Impact Assessment (LVIA) had not been undertaken - this was a major constraint on that review session, limiting how the Panel Members could respond to most aspects of the proposal.
2. In the second review, the LVIA had been submitted but was not responded to by the Panel - the panel report refers to the Local Planning Authority Officer needing to look at it in detail - and there were no detailed comments on many aspects of revisions to the buildings and their settings in that second report either.
3. The first Panel's comments regarding there being too many site access points was not responded to in the application in terms of there being fewer accesses, although the application did at least propose segregating the uses for the south and east entrance roads to the site, between vehicle users and pedestrians / cyclists.
4. The landscape officer's comments in the Officer's Report summarise the changes made since an (unspecified) 'July doc.' and these changes do reflect the Panels' comments - although they are not directly referred to - in relation to:
 1. the proposed footprint for development being reduced, allowing an extended landscape setting for the buildings, including designed edges to the north and south of the site;
 2. extended landscape to the main entrance areas to the west and the splitting of access for cycles, pedestrians, goods and cars, allowing the

- removal of most of the northern access road along the Green belt boundary;
3. the stepping back of the upper floors of development along this boundary to reduce Green Belt landscape impacts;
 4. a high standard of outdoor amenity space for workers and visitors and a sense of arrival, character and distinctive placemaking around the development.
5. Many matters that the first Panel commented on are subject to further submissions via discharge of conditions, e.g. regarding planting on the North East boundary, tree etc. species, Biodiversity Net Gain and energy.
 6. Disappointingly, the only direct reference to the proposal having been design reviewed in the Officer's Report is as follows (it might have been appropriate for their comments on the application to explain changes during/ since pre-app?): *'Prior to the submission of the application, the scheme was subject to two pre-applications which included two reviews by the Council's Design Review Panel.'*

Stapleford (a reserved matters approval (RMA) application, following a hybrid appeal permission)

1. The RMA application responded to and reflected many of the two panels' comments. The Officer's Report also includes both of the written panel reports as appendices to that report; likewise in the Officer's Report itself, the Urban Design Officer's comments include reference to the two design review panels and how issues raised had subsequently been dealt with. The Officer's Report also refers explicitly to the design review process (para. 10.23): *'Through the pre-application discussions and design review panel feedback, the layout shown through this reserved matters application is considered to demonstrate a far more cohesive and considered typology approach to the character of the development when compared to the outline indicative masterplan.'*
2. Both reviews identified the essential need for a sustainability and energy strategy document that would also provide a design justification for scheme elements to date, and any further design development. An integrated blue and green infrastructure strategy was seen as being 'absolutely key' to the project's success too - but none was presented. At Committee, officers were satisfied all of these requirements had been met, although matters such as biodiversity, green/ brown roofs and drainage would be dealt with via conditions.
3. Various recommendations were taken on board in the application by the design team that had been made in the first review e.g. about how to try and better address the dominance of the car and extensive parking areas.
4. Both Panels were concerned about the design qualities of the central hub in the scheme and suggested either total redesign, or if a contemporary design were to be retained at the very least, there should be resolution of issues around the roof height and the approved parameter plan's 8m maximum. But no MMA is referred to in the Officer's Report; the panel admittedly was made aware that the applicant wanted to keep to 8m for the

pavilion, despite the constraints this would impose down the line on providing PVs/ a green or brown roof.

5. Extensive issues around health and wellbeing remained in the second review (re. wayfinding, footpaths, the eastern landscape buffer, and shared/ circulation spaces). The application drawings do at least address concerns around pedestrian (and possibly wheelchair/ scooter) routes.
6. The second Panel would have found an insight into the proposed lighting strategy for the site helpful - lighting is now subject to two separate conditions, but disappointingly not in terms of a site-wide strategy as such.

Wider impact of the Panel

Chairs and Panel Members were asked to provide observations on the key challenges that GCSP faces in addressing design quality. The following areas were identified as requiring further attention:

- Sustainability information is lacking or added at the end of documents/ presentations as an afterthought.
- Generally, the community engagement/provision aspect of schemes is poor compared to Chairs' experience in other boroughs e.g. those in London.
- The quality of housing schemes could be improved with a move away from standard house types being used.
- Some developers appear to have little awareness of National Design Guide.

5.1 Considerations

- The applicant survey is issued as an online survey following each review along with the report. Although the survey should take less than 4 minutes to answer, the response rate from applicants is low (4 out of 27 reviews).
- Are there more effective ways to monitor the impact of the Panel?
- How can the Panel be more impactful to improve design quality?

6. Resources required to run each panel

Appendix F illustrates the Panel's fees and expenses from 1 January 2022 - 30 June 2023. In 2022 the Panel generated [REDACTED] after panel member fees and expenses have been accounted, and in the first 6 months of 2023 it has generated [REDACTED]. If the number of reviews continues at the current rate, the Panel is expected to generate [REDACTED] in 2023. This is in line with the best-case scenario testing that was carried out as part of the GCDRP review in 2021.

When Officer time, panel member fees and expenses is considered, the average surplus per review is [REDACTED] which is re-invested into panel development (see section 8). The combined cost to the Councils of operating the Design and Conservation

Panel and the Design Enabling Panel was ██████████ per year between 2017-2019, which was not recovered in full.

6.1 Considerations

- How do Panel member fees compare with other Panels?
- How do the applicant fees compare to other services?

7. Feedback from Applicants, Chairs, Panel Members and Officers

After each review, applicant's, Panel Members and Officers are asked to complete a short online survey to understand more about their experience of using the Panel and where improvement could be made. In addition, more general feedback has been collected from Panel members and those Officers and who have referred development proposals to the GCDRP between January 2022 and June 2023. The survey responses can be found in Appendix C.

7.1 Applicants

6 Applicants responded to a request for feedback on their experience of using the Panel. The following comments and suggestions were made:

- The review provided a helpful and an important "pause, check and reset" during the design process. If there was anything to change this time round, it would have been to have had the facility to receive a recording of the review, as previously in May 2021.
- A key issue is the difference of opinion on fairly major issues between the DRP and the advice from officers during the PPA process.
- the amount of admin required of the applicant team to be disproportionate when considering the fee that is being charged. The venue, lunch, etc all fell on the applicant, which inherently felt wrong. It is important to note that the council usually provide the venue and lunch, however on the occasion of this review, for logistical purposes it was agreed that the applicant team would provide this.
- Our experience was very positive. The informal nature and ability to discuss the proposals on site with members of the Panel was welcomed as it gave an opportunity for a conversation which expanded upon the scheme.
- The opportunity to listen to discussion and get feedback at the meeting after the presentation rather than just in a formal letter was very beneficial.
- The joint site visit and the hybrid nature of the session worked well.
- For DRP, no matter the scale of the project, the presentation and discussion periods appear to be the same length. For larger schemes that is quite a challenge and invariable cannot cover all points sufficient to satisfy all panel

members and their individual interests in the project. It would not need a lot more time, but a discussion should be had with applicants to agree what a sensible presentation and discussion time is.

- Could the main topics for discussion be identified before the session. On larger projects there could readily be 20 people involved in the project team. Within panel discussions sometimes the key person is not in attendance to answer questions, but conversely it does not seem right to have 20 people attending (in person or virtual). The review could certainly make better use of the hybrid option and could be bolstered by agreeing what the key topics are.
- If there are key questions, then these could be raised prior to the session to ensure the presentation includes for those specific points.' 'Could the panel also draw out what is good about a project and not be so focussed on what could be better (in their view). The written comments will be available to the Committee members and for some good schemes that just need refinement one would not always know that from the written record.

7.2 Chairs and Panel Members

There were 42 survey responses from the Chairs and Panel members. The feedback was positive with chairs and panel members answering mostly 'agree' and 'strongly agree' to the following statements:

- The virtual site visit benefited the review session
- The briefing by officers during the design review covered the most relevant topics
- You were fully able to contribute your advice in the meeting
- The comments you made during the Panel meeting were accurately reflected in the Review Letter

There was a mixed response to the statement '*There was a good standard and scope of information presented by applicants during the design review meeting*'. The requirements from applicants are set out in the [Quick Guide for Applicants](#).

In addition to the multiple-choice survey responses, panel members and chairs have suggested the following improvements:

- Flexibility around length of reviews depending on type and scale of proposals
- Tighter agendas to ensure a single review does not run across more than 1 morning or afternoon when panel members are paid to attend for a half a day.
- Preference for in person reviews and site visits
- Require the applicant's sustainability consultant to attend the panel meeting
- Sometimes an unreasonably large amount of information is provided by the applicant in advance of the meeting. Expectations around the amount of

information reviewed by panel members needs to be managed by the chair/managers.

- Planning officers require training around material weight of DRP.

7.3 Officers

In total, ten planning officers responded to the general request for feedback, representing a response rate of 100%. There were 10 responses to the online survey which is sent out following each review.

Positive aspects of the GCDRP

The majority of planning officers have found the advice offered by the GCDRP helpful, resulting in improvements on the overall design quality of the development proposals. The positive aspects of the GCDRP are summarised below:

- The design review service has been effective in the Planning Performance Agreement (PPA) process as it complements other additional pre-application services, such as Design Workshops and Youth Engagement Service.
- Planning officers generally felt welcomed by Panel Members. They felt that the overall design review experience was a positive one and it was also considered a productive exercise where everyone was involved.
- Panel Members can see laterally through the proposals and pin-point key design issues.
- Panel Members recognises planning officers' design concerns regarding layout, massing, scale, height, heritage, parking provision, landscape design, public realm, etc which had helped reinforce the need for significant changes to the development proposals.
- The design review meetings provide the opportunity for planning officers to gain insight on professional views.
- The design review meetings encourage officers and developers' design teams to think creatively and to address design issues early rather than them being overlooked or not addressed adequately at the application stage.
- Panel Members encourage the developers and their design teams to consider sustainability measures, such as incorporating Sustainable Urban Drainage Systems (SuDs), achieving 20% Biodiversity Net Gain, etc at an earlier stage in the planning and design process. In some cases, the developers agreed to go beyond policy requirements in terms of sustainability measures.

Aspects of the GCDRP which would benefit from improvements

Planning officers have also identified areas for further improvement to help create a better design review service that meets the expectations of service users. They are as follows:

- When developers or planning agents request for DRP meetings, they should discuss with the relevant planning officer first to ensure that the development

proposals are not premature or are inappropriate, particularly in instances where there are objections to principle of developments.

- For larger sites, more time should be allocated for site visits. The current one-hour timeframe can feel rushed.
- Some presentation materials/packages are overly long and on occasions have taken up significant time in the design review meetings, leaving little time for meaningful discussions.
- The planning officer briefing section was too short and did not allow sufficient time for the planning officer and his/her specialists to answer important questions by the Panel.
- Further training to be provided to planning officers to give them the confidence to interrupt discussions if the Panel starts discussing matters that are outside of the developers' control or matters that are not relevant to the application / are not material planning considerations.
- On some occasions, Panel Members shared their opinions with officers and/or the applicant/agent during site visits which is not encouraged. There is a need to remind Panel Members to hold back comments/opinions until the actual design review meeting.
- Some Panel Members appeared to lack knowledge on local plan policies and neighbourhood plans. It was suggested that Panel Members would benefit from reviewing Local Policies prior to the design review meeting or refer to the case officer where what they suggest may conflict with local plan policies so that advice offered does not conflict with local plan policies.
- There is a need to ensure the Chair is strict with the comment/feedback part of the meeting. There have been occasions where the applicant/planning agent spoke nearly as much as the Panel Members.

Suggested improvements to the GCDRP

There are recommendations made by planning officers which can be considered in the future:

- A guidance document can be produced to help developers' design team to prepare their presentation materials/packages, ensuring that they are not overly long and would provide sufficient information on site context and on design evolution. (Note, this is set out in the Quick Guide for Applicants)
- Provide training to planning officers on how to write a Case Officer Briefing Note and what is the best way to approach the Panel Member briefing session. This is due to some planning officers are unsure about how they should express their opinions given the independent nature of the GCDRP, and not wanting to give the impression of swaying or leading Panel Members down a certain path.
- Provide clarification on who can attend the site visits on behalf of the Local Planning Authority (LPA) apart from the planning officer. This is to ensure

that relevant specialists from the LPA are available to answer any questions by Panel Members during the site visits, and to avoid any miscommunications between developers/planning agents and Panel Members regarding site character/features etc.

- A further part of the meeting is proposed, which focusses on the panel gaining feedback from Planning Officers (closed discussion).

8. Panel development

In recognition of the importance of providing regular design review training for all key stakeholders, Officers have organised a range of training sessions prior to, and following, the inception of the GCDRP to ensure that all those who take part in the design review meetings have a clear understanding of the background, purpose, value and process of the Panel. The design review training sessions were delivered by the GCDRP team and were well attended.

Details of training provided to date:

Date(s)	Attendees	Training content
January 2022	Panel Members	Induction, GCSP Policy Context, Design Review Process
March 2022	Planning Officers	Design Review Process and relevance to their roles
March 2022	SCDC Elected Members	Design Review Process and relevance to their roles
July 2022	CCC Elected Members	Design Review Process and relevance to their roles
March 2023	Planning Officers	Design Review Process and relevance to their roles

Figure 4: List of training events from January 2022-June 2023

Planning officers, specialist officers and Lead Members of planning committee are encouraged to observe the design review meetings from time to time as part of their continuing professional development (CPD). This helps them develop their knowledge of design review and listening to independent panel members evaluating design, develops their design skills to help them in assessing good design.

GCDRP will continue to provide training sessions to key stakeholders on an annual basis, to ensure the most up-to-date information about the Panel is disseminated and knowledge about best practice in design review is shared. This will incorporate feedback from stakeholders collected regularly throughout the design review process.

9. Expanding the DRP service to other Local Planning Authorities

The former design review panel for South Cambridgeshire District Council, the Design Enabling Panel (DEP), provided services to evaluate several National Planning Policy Framework Paragraph 79/80 house proposals for a neighbouring Local Planning Authority and plans are currently underway to extend the GCDRP to extend design review services for a range of development proposals in a neighbouring local planning authority. This expansion plan aims to respond to a market demand for a high-quality design review service, by using the expertise of the GCDRP panel members and administration team to support the delivery of quality outcomes and help offset the costs of delivery to GCSP.

9.1 Considerations

- There is a need to review resources to ensure the efficient and effective operation of our design service both internally and externally. Officers believe the recruitment of additional panel members with expertise in Sustainability is necessary to ensure the long-term success of the GCDRP.

10. Incorporation of the Disability Panel

Alongside the GCDRP, GCSP operate a Disability Panel. Officers are currently undertaking a review of the Disability Panel, which will be incorporated into the GCDRP as a specialist/expert discipline.

The Disability Panel was established in 1999 to review the accessibility of significant planning applications and pre-applications within the Cambridge City Council boundaries. The Panel also reviews the accessibility of schemes that are determined by the Joint Development Control Committee. It is made up of 10-12 members of local people who have different disabilities, who comment on planning applications based on their direct experience. The Panel is free to use by developers. Schemes that are reviewed by the Disability Panel are often also reviewed by the GCDRP and Cambridgeshire Quality Panel.



GCSP Design Review Panel: Terms of Reference

1. Introduction

The Terms of Reference outline the purpose of the Greater Cambridge Design Review Panel (GCDRP) and explains how it is intended to work. The GCDRP replaces the Design and Conservation Panel and Design Enabling Panel and implements the recommendations of an independent review carried out in 2020-21.

2. Purpose of the Panel

The Greater Cambridge Design Review Panel (GCDRP) supports Greater Cambridge Shared Planning Service (GCSPS), for South Cambridgeshire District Council (SCDC) and Cambridge City Council (CCC), in achieving excellent design in new development. It offers multi-disciplinary advice from leading built and natural environment professionals through a robust design review process consistent with the Cambridge Quality Charter for Growth.

The GCDRP is set up to raise the quality of development by identifying where designs can be improved to achieve the best possible outcomes. This is in line with the planning authority's aspirations and in accordance with the local plans for the two councils. It is a critical friend to all parties, offering impartial advice to developers, planning officers and planning committee. It helps inform the planning process and gives greater confidence to decision makers to support innovative, high quality design. The Panel operates in the public interest and always considers the best outcome for the whole community.

3. Remit of the Panel

GCSPS benefits from 2 Design Review Panels: the Cambridgeshire Quality Panel and the Greater Cambridge Design Review Panel.

1. The [Cambridgeshire Quality Panel](#) is administered by Cambridgeshire County Council and it is governed by its own terms of reference. Within the Greater Cambridge area, it reviews strategic scale allocations within the adopted local plans, infrastructure projects and all new schools and extensions. In Cambridge City, the Cambridgeshire Quality Panel reviews sites that are generally covered by the City Fringes Joint Development Control Committee. The Cambridgeshire Quality Panel may also review policies, guidance and documents that have strategic and spatial implications at a sub-regional scale.
2. The **GCDRP** is set up to review major or significant planning and pre-planning applications for sites within the Greater Cambridge area, that fall outside of the remit of the Cambridgeshire Quality Panel. The GCDRP may also review any policies, guidance and documents that relate to these sites. Occasionally, the GCDRP may also review projects from outside of the GCSPS area in agreement with the Local Planning Authority.

4. Approach

The GCDRP will operate across Greater Cambridge. It will be managed by GCSPS and be overseen by an Independent Advisory Group. The Panel will have two Chairs, two Vice-Chairs and a pool of 20-30 panel members with diverse expertise. Where appropriate, sub-panels may be formed from the Panel membership to respond to the different development pressures or type within Greater Cambridge areas.

The Panel will usually meet twice per month and review up to two schemes per meeting, although additional meetings and reviews may be organised when required. Meetings will normally be held in Council offices in either Cambridge or South Cambridgeshire unless they are required to be held remotely, for example due to

social distancing restrictions being in place. Up-to-date information about the Panel and its membership is to be published on the GCSP website.

5. Principles and Practice

Design review is an independent and impartial evaluation process that should meet high standards to be respected and effective. In undertaking its advisory role, the GCDRP will adhere to the following established best practice principles:

- The [10 principles of design review](#)—independent, expert, multidisciplinary, accountable, transparent, proportionate, timely, advisory, objective, accessible, developed jointly by the RIBA, Landscape Institute, Design Council (formerly CABI) and RTPI developed.
- The integrity of the Panel is essential to its success and, for this reason, all panel members will abide by the seven [Nolan Principles of Public Life](#)—selflessness, integrity, objectivity, accountability, openness, honesty and leadership. Conflicts of interest procedures are set out in Section 12.
- Design review aims to provide a rounded assessment that considers the aesthetic, sustainability, and functionality of a project. For this reason, the GCDRP will assess schemes against the [Cambridgeshire Quality Charter for Growth](#), within the context of the adopted planning policy framework.
- The GCDRP will operate within the National Planning Policy Framework and policies within the Local Plan, taking into account the climate emergency that has been declared by both councils.
- The panel will be formed of professional experts from the field of the built and natural environment.
- The advice will be integrated into the pre-planning and planning application processes and considered as a material consideration in determining planning applications. The outcomes of panel meetings will be reported as part of the planning officers' report.

6. Governance

An Independent Advisory Group (IAG) will ensure the effectiveness and accountability of the panel in the public interest and, in consultation with the Joint Director of Planning & Economic Development, make recommendations to adjust working practices in accordance with these terms of reference.

The IAG will comprise two independent built environment experts with significant experience, reputation and external to the panel (such as Chairs or experts of other design review panels), the 2 Panel Chairs, senior council officers, the lead members and planning committee Chairs of both councils (excluding the Joint Development Control Committee as these developments are reviewed by the Cambridgeshire Quality Panel).

The independent built environment experts will rotate annually as the Chair of the IAG. They will be appointed initially for a 3-year term by The Joint Director of Planning & Economic Development in consultation with the Lead Members.

The IAG will meet once a year to review an Annual Report (see section 13), assess any issues, advise on improvements and the future direction of the panel. The Annual Report is a public document, comprising the feedback, finance and summary of the outcome of the Panel's advice within the planning process and as development is built. The Annual report will be prepared by the IAG Chair and circulated to the group in advance of the meeting. The IAG meeting minutes will be taken by Panel Manager, checked with the IAG Chair and shared with the group and the panel membership.

A review of the Panel and its Terms of Reference should be conducted after a maximum period of 5 years.

7. Management and Roles

The GCDRP is managed by the Council's Built and Natural Environment Team, with independent governance provided through the Independent Advisory Group.

The Panel Manager is responsible for the delivery of the panel process, including the selection of schemes and panel members for each review, the review agenda, collating the materials for review, arranging site visits, managing the review session and issuing the Panel letter and collecting feedback from stakeholders using surveys, and will be supported by an administrator. The Panel Manager will collate factual information to assist the IAG Chair in preparing the Annual Report, including stakeholder feedback, finance and summary of the outcome of the Panel's advice within the planning process and built development.

Planning Officers must attend reviews to brief the Panel on their planning application schemes. Planning officers will receive training on the Design Review Panel to make sure they can participate fully in the process. Planning officers should attach the review letter in full to their planning officer/committee reports and provide a commentary where advice has not been followed and why. Planning officers are also expected to observe the Panel from time to time as part of their continuing professional development because the discussion can be a helpful way to learn about design quality.

Panel Members are expected to commit to approximately 5-8 reviews per year. They should provide their availability in advance to the Panel manager and must be able to attend, to contribute to reviews when selected. Panel members must also attend an induction and/or briefing session set up to update the Panel on any issues, changes to its processes or policies, to ensure that they have the information they need to fully participate in the Panel process. Panel members are responsible for reporting conflicts of interest as set out in Section 12.

The Panel Chair is responsible for chairing the review sessions and writing the review letter with the assistance of the Panel Manager. In exceptional circumstances, the Chairs/Vice Chairs may also be asked to attend Planning Committee at the request of the planning committee chair in agreement with senior officers of GCSPS.

The Planning Committee will receive an annual briefing to explain the role of the GCDRP and Members are encouraged to attend reviews as observers. The GCDRP letter will be included within the planning committee report. The GCDRP comments are a material consideration in determining planning applications and should be given appropriate weight by the Committee.

The Developer attends the review session and has an opportunity to present and answer questions raised by the panel.

The Design Team prepares the briefing and presentation material for a review session (set out in section 9) and attends the review session. They present their scheme to the panel and have an opportunity to answer questions raised by the panel.

The Independent Advisory Board (IAB) is responsible for overseeing the governance of the panel and meets once a year (See section 6).

Observers: Observers may attend review sessions, with the consent of the Chair and Panel Manager.

8. Panel Members and Chair

GCDRP is to be made up of 20-30 members, with a balance of skills that address the themes of Community, Character, Connectivity and Climate. The members will be diverse and nationally respected professionals from the fields of architecture, urban design, planning, landscape architecture, public realm, green infrastructure, sustainability, highway engineers, transport planning, conservation, biodiversity, active travel, town centre management and water management. There will be a mix of Panel members from the Cambridge region and beyond who understand the region, its context and are committed to delivering the high aspirations stated in the Cambridge Charter for Growth. The roles and responsibilities of Panel members are set out in section 7.

Chairs and Panel members will be appointed via an open recruitment process, that encourages applications from people with protected characteristics. Panel members will be selected on their own merits using a clear and published set of criteria. Panel members and Chairs will be asked to submit a CV and covering letter stating how they meet the listed criteria. Chairs will be interviewed for the role by a panel that will include senior officers and the Lead Members from both authorities. The Joint Director of Planning & Economic Development, in consultation with the Lead Members, has final sign off on the appointment of Chair and Panel Members.

The Panel Members and Chairs will be appointed for a period of 3 years and refreshed thereafter following a review of attendance and performance in consultation with the IAG. If necessary, additional members may be recruited by the council following the process set out above, to fill any gaps in expertise. The performance of Panel Members and Chairs will be reviewed by the IAG at the annual meeting. Panel members and Chairs will be paid for their attendance. In addition, expenses will be paid to cover travel. The Chair will also be paid for half a day when they attend Planning committee.

9. Referral Criteria

The GCDRP will review schemes that meet the following 3 criteria:

- 1) The **scale, size and use** of development, including:
 - larger scale buildings and groups of buildings generally over 1000m² (gross) or where there is a site area of more than 0.5 hectares
 - large public realm schemes
 - housing schemes generally over 10 or more dwellings or a site area of more than 0.5 hectares

- 2) The **site** is particularly sensitive, irrespective of their scale, size and use. For example:
 - developments affecting significant views and heritage assets or have a major impact on their surroundings

3) The proposals are **significant** because of a **local issue, specific impact exceptional challenge, or public benefit**, including:

- design policies and guidance including, frameworks, masterplans, design codes and development briefs
- design for climate adaptation and mitigation
- schemes involving major public investment or council-led regeneration
- proposals that are unique and likely to set a precedent

The Panel manager, in consultation with planning officers, will confirm when a project is suitable for review.

Schemes benefit from being brought for review early in the pre-application process as designs have not been fixed, enabling the panel to be most effective in influencing the design and suggesting improvements. Schemes are encouraged to be brought to Design Review at least twice.

Design Reviews should be specified in any Planning Performance Agreement (PPA) entered with the planning authority as part of the planning process. The PPA should include the expected number of reviews and the stage in the process when the scheme will be reviewed. The fee for design review is separate to the PPA.

10. Panel Review Types

The GCDRP offers 3 types of review: A full Design Review with a site visit, a subsequent Design Review without a site visit and a desktop Chairs' review. Where possible, the same Panel Members will be used for subsequent reviews. Site visits will be grouped together and undertaken at the beginning of the meeting.

Fees and review types will be monitored as a standing item at the annual IAG meeting and adjusted accordingly to ensure the GCDRP remains financially viable. In exceptional circumstances the fees outlined below may be reduced to support community organisations and charities, in accessing the panel. For schemes which are particularly complex and/or required a bespoke review format (such as specialist sub panel) the fees outlined below may be increased to cover any additional costs to

GCSP. Reviews for projects outside of the GCSP area may also incur an additional fee and this will be agreed with the panel manager.

Full Design Review

A full Design Review is for a first review of the scheme, ideally at pre-application stage. It includes a site visit and a review by the Chair and 3-4 Panel Members. It will be attended by the planning officer and other key stakeholders such as officers from the County Council and Historic England.

Fee: £4000 + VAT

Typical Agenda (approx. 3 hours in total):

- Site visit, 60 minutes (Panel Manager, Planning Officer, Panel Members and the architect and developer from the design team)
- Panel briefing by Planning Officer, 15 minutes (panel and officers only)
- Chair introductions and notice of any conflict of interest, 5 minutes
- Project team presentation, 30 minutes
- Panel questions and clarifications, 10 minutes
- Panel discussion following the structure of the Cambridgeshire Quality Charter with a summary from the chair, 60 minutes

Subsequent Design Review

A design workshop is used for second and subsequent reviews, or less complex schemes that do not need a site visit. The format may also be useful for reviewing internal council policies and design guidance. A design workshop usually takes 2. hours per review.

Fee: £3500 + VAT

Typical Agenda (approx. 2 hours in total):

- Panel briefing by Planning Officer, 15 minutes (panel and officers only)
- Chair introductions, 5 minutes
- Project team presentation, 30 minutes
- Panel questions and clarifications, 10 minutes

- Panel discussion following the structure of the Cambridgeshire Quality Charter with a summary from the chair, 60 minutes

Chair's Review

The Chair's review will be used for a limited number of schemes with the agreement of Senior Officers within GCSPS. It provides a desktop review and advice on schemes that have already been to a Full Review and Subsequent Review at pre-application stage. In exceptional cases it may also be used for smaller, less complex schemes. The review will usually 1 hour and be conducted by the Chair plus 1 Panel Member. The design team is not present and only the planning officer presents.

Fee: £2000 + VAT

Meeting Advice Outcome

The review letter must be written in a clear and accessible language and reflect the main points made by the panel at the meeting. It will be structured under the headings of the Cambridgeshire Quality Charter's and should include the four 'C's:

- **Community:** Building a sense of community by providing a greater choice of housing along with community facilities which assist active participation of people in their neighbourhoods (including encouraging developers to set up proper systems of governance for their developments early in the process).
- **Connectivity:** Locating new developments where they can benefit from high connectivity to jobs and services and provision of sustainable infrastructure to match the pace of the development.
- **Climate:** Tackling climate change through good design, site layout and imaginative landscaping, including innovative approaches to energy, transport, waste and water (water treated as a friend not an enemy).
- **Character:** Creating places of character with distinctive neighbourhoods and public realm that encouraged people to walk and cycle

The Panel Chair will write the review letter and send it to the Panel Manager within 7 days of the review. The Panel Manager will check the letter for factual accuracy, ask

the Chair for clarifications, if required, and issue the final review letter to the design team, planning officer and other stakeholders (who attended the meeting) within 10 working days of the review.

Planning officers should share review letters with all relevant officers and stakeholders (subject to confidentiality issues) involved in assessing a scheme at pre-application and application stages. The design team should refer to the review letter within the Design and Access Statement of the planning application, which should set out how the panels comments have been addressed through the design process. Once an application has been submitted to GCSP and made public, the review letter will also be made available on the GCDRP webpage.

Planning officers should attach the review letter in full to the planning officer/committee reports and articulate where the scheme has and has not considered the Panel's comments and why. In exceptional cases, the Chair may be asked to attend Planning Committee meetings when requested by the planning committee Chair in agreement with the Joint Director of Planning & Economic Development and in consultation with the Lead Members. The role of the GCDRP is advisory but the comments are a material consideration as set out in the NPPF.

11. Conflicts of Interest

A conflict arises if there is any suggestion that a Panel Member, either as an individual or a member of a group or organisation, might have a financial, commercial or professional interest in a project, its client or its site.

Panel Members must check Panel meeting agendas and report any conflicts or perceived conflicts of interest to the Panel Manager as soon as they become aware. The Panel manager will then decide if it is a conflict. The Panel Member will not attend a review if the Panel Manager confirms there is a conflict, and the conflict will be recorded for future reference. If uncertain, the Panel Manager can discuss the conflict with the Panel Chair to reach an agreement. If any potential conflict is revealed during the meeting, the Panel Member must immediately report it to the Chair or Panel Manager. In some circumstances an association may not be

considered a conflict but in the interests of transparency the relationship will be recorded by the Panel Manager and mentioned by the Chair at the beginning of the review. This will also be noted in the advice letter. If an observer is invited to the meeting they will be asked to check for conflicts of interest before the review and must not attend if the Panel Manager confirms there is a conflict.

12. Monitoring and Evaluation

To understand the impact of the review process, the Panel Manager should record the panel's activity and follow up on the evolution and planning outcome of projects once they have passed the review stage. The Panel Manager will also use a survey to collect feedback from stakeholders (Agents and Design Team, Panel Members, Councillors, Officers) following each review and report on its findings annually. The IAG Chair will prepare an Annual Report, collating the Panel's activities, planning impact, and analysis of the feedback received. The Annual Report to be presented and reviewed by the IAG which will inform how the Panel evolves and address any issues raised. It will also be used to highlight the benefits of the panel to the wider community. A site visit of completed projects reviewed by the GCDRP may also inform the annual review.

13. Transparency and Confidentiality

The GCDRP is open and transparent regarding its processes and explains how it operates in the public interest. Information about the panel and its membership is to be published on the GCSP website, including:

- Terms of Reference
- Quick Guide for applicants
- Handbook setting out the processes for all involved
- Information about the panel chairs and members
- Information about the Independent Advisory Group members
- Annual Report and minutes of the annual meeting with information on the impact of the panel and feedback received by stakeholders
- The review letters and planning outcome of schemes reviewed will be published once a planning application has been made public (see below)

There will be circumstances where a pre-application review concerns commercially sensitive information and the developer/design team may request that the review letter is kept confidential. When the Panel Manager and Chair support the request the letter only goes to the applicant's team and the planning officer and is not made publicly available. For reviews at application stage the review letter is published as part of the planner's report and will be made available on the GCSP website.

Panel Members and observers will be provided with confidential information as part of their role in pre-application discussions. They shall not disclose or use that information for their own benefit, nor disclose it to any third party. Any press and media queries should be redirected to GCSP officers.

Freedom of information and Data Protection

As a public authority, the GCSPS is subject to the Freedom of Information Act 2000 (the Act). All requests for information about the GCSPS will be handled according to the provisions of the Act. Legal advice may be required on a case by case basis to establish whether any exemptions apply under the Act.

To facilitate the operation of the GCDRP the Council needs to collect, store and process the personal information (data) of Panel Members, including contact information and certain professional details. This data will be stored in a central database of the GCSPS network, where it is only accessible from relevant GCSPS accounts. The data will be used to contact members of the Panel to inform them of the dates and locations of the GCDRP sessions and make other communications relating to the running of the GCSPS. The Council expects Panel Members receiving this data to take reasonable steps to ensure its security. This data will be held for as long as the Panel Members remains on the GCDRP; after they have left, the information will be held for one year to allow for any post-membership communication that is required, before being securely disposed of in line with the GCSPS's retention and disposal schedule.

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Agenda Item 6



Planning Committee Date	14 February 2023
Report to	South Cambridgeshire District Council Planning Committee
Lead Officer	Joint Director of Planning and Economic Development
Reference	22/01632/FUL
Site	Orchard Park Parcels Com4 And L2 Topper Street Orchard Park Cambridge
Ward / Parish	Orchard Park – Histon & Impington
Proposal	An aparthotel / hotel with the addition of mixed-use facilities, includes the erection of a building above a basement, car parking, landscaping, and other associated works.
Applicant	TLC Group
Presenting Officer	Michael Hammond
Reason Reported to Committee	Application raises special planning policy or other considerations
Member Site Visit Date	7 February 2024
Key Issues	1. Design & Character 2. Transport & Parking 3. Amenity Impacts
Recommendation	APPROVE subject to conditions & Section 106 Agreement

1.0 Executive Summary

- 1.1 The application seeks full planning permission for an aparthotel (80 rooms) / hotel (137 rooms) with the addition of mixed-use facilities, including the erection of a six-storey building with a basement below and rooftop plant above, with a total height of 24.4m, car parking, landscaping, and other associated works.
- 1.2 The proposed development has been the subject of extensive pre-application discussions with officers and two design enabling panel meetings.
- 1.3 The principle of developing one of the last few remaining plots at Orchard Park is considered acceptable as an aparthotel/ hotel was deemed acceptable under permission S/2975/14/OL (as varied under S/2948/16/VC). While this previous permission is no longer extant, it is not considered that there has been any material change in adopted policy or other material considerations that warrant coming to a different view to this.
- 1.4 The proposed development is considered to be a high quality design that would be in keeping with the character and appearance of this part of Orchard Park and is supported by the Urban Design Team. Technical matters such as transport, flood risk/ drainage, ecology and all other matters are considered acceptable by consultees subject to conditions.
- 1.5 It is acknowledged that concerns have been raised by third parties, including the neighbouring properties of Engledow Drive to the east. The visual impact on these properties has also been highlighted by the Landscape Team. However, officers have considered the extent of the proposed development and it is considered that given the separation distance and subject to conditions, the proposal would not harm the amenity of these neighbours.
- 1.6 The proposal would make contributions towards local infrastructure through a Section 106 Agreement, including off-site biodiversity net gain.
- 1.7 Officers recommend that the Planning Committee approve the application subject to conditions, informatives and a Section 106 Agreement.

2.0 Site Description and Context

None relevant	x	Tree Preservation Order	
Conservation Area		Local Nature Reserve	
Listed Building		Flood Zone 1, 2, 3	

Building of Local Interest		Green Belt	
Historic Park and Garden		Protected Open Space	
Scheduled Ancient Monument		Controlled Parking Zone	
Local Neighbourhood and District Centre		Article 4 Direction	

*X indicates relevance

- 2.1 The Application Site is located within the development framework of Orchard Park. It is situated to the north of the city of Cambridge and south of the A14 road and the villages of Histon and Impington. The site forms eastern part of the plot known as 'COM4' (as described in the Orchard Park Design Guidance SPD, 2011).
- 2.2 The site area is approximately 1 hectare and is an area of grassland. The Application Site is situated within flood zone 1 (low risk).
- 2.3 The A14 road is situated directly to the north. A vacant plot which was granted planning permission (S/4191/19/FL) for a five-storey development of 80no. flats is situated directly to the west. Three storey residential properties are situated to the south. To the south is an area of open space.

3.0 The Proposal

- 3.1 The application seeks full planning permission for an aparthotel / hotel with the addition of mixed-use facilities, including the erection of a six-storey building above a basement and with rooftop plant above, with a total height of 24.4m, car parking, landscaping, and other associated works. Specifically it comprises:
- An 80 room apart-hotel (use class C1).
 - An 137 room hotel with associated restaurant, bar and café (use class C1).
 - A gym including exercise equipment and swimming pool (use class E(d), 1,145 sq.m).
 - Co-working office space (use class E(g), 604 sq.m).
 - Vehicular access, with 178 car parking spaces (16 wheelchair accessible) and 124 visitor cycle parking spaces and 30 secure spaces.
 - Two conference rooms and individual meeting rooms for hire.
 - Comprehensive landscaping improvements to the south of the proposed building, providing a key east to west pedestrian link with substantial tree planting.
- 3.2 The proposed development would have six storeys with roof top plant above and basement below. It would be divided into five blocks (Blocks A – E) which are physically connected and run east-west across the site. The two end blocks (Blocks A and E) would be a storey lower than the central blocks (Blocks B, C and D).

- 3.3 Principally, Blocks A and B (the western-most blocks) would host the apart-hotel element, with Blocks C – E hosting the hotel element. The lower levels up to the ground-floor would consist primarily of the supporting facilities to each element such as staff spaces, restaurant and bars, recreational facilities and other back of house facilities with some accommodation. The upper levels would provide solely accommodation.
- 3.4 Vehicular access into the site would be solely from Topper Street in the south-east corner of the site. This then leads into the mezzanine (subterranean) car parking (86no. spaces) and surface level car parking (92no. spaces). Exiting from the car park would be exclusively out onto Neal Drive in the north-west corner of the site.
- 3.5 The proposal includes pedestrian connection points from Neal Drive and Topper Street. Areas of open space are provided on the eastern edge and southern edge of the site, the latter of which would connect onto the existing open space and playground at Topper Street. An outdoor gym equipment area is proposed in the south-west corner of the site. 124no. visitor cycling parking spaces are proposed outside the front (south) of the building near to entrances externally, with a further 30no. cycle parking spaces provided internally within the building.
- 3.6 The application has been amended to seek to address concerns raised by consultees.

4.0 Relevant Site History

22/03407/S73 - S73 to vary condition 2 (drawings) of ref: S/4191/19/FL - (Erection of new private rented residential block comprising a total of eighty studio one and two bedroom apartments) for removal of underground car parking and associated structures, reduction in the length/depth of the new blocks with associated internal alterations, alterations to apartment mix, reduction in amount of internal communal space, alterations to cycle storage, increased no. of EV charge points, alterations to above ground car-parking including increase in total no. of car club spaces and external landscape alterations. – Refused 21.09.23 (site to west only)

S/4191/19/FL - Erection of new private rented residential block comprising a total of eighty studio one and two bedroom apartments (Resubmission of application S/0768/18/FL) – Approved (site to west only).

S/3039/17/RM - Application for approval of reserved matters (Access, appearance, landscaping, layout and scale) following planning permission S/2948/16/VC for the development of 82no. units for an Apart/Hotel with restaurant and gym facilities – Approved.

S/2948/16/VC - Variation of conditions 1 (reserved matters), 2 (time scale), 3 (implementation), 5 (detailed view), 6 (detailed plans), 7 (road and

footways), 9 (travel plan), 10 (car and cycle parking) and 11 (noise mitigation) pursuant to planning permission S/2975/14/OL for the erection of up to 42 No. 1,2,3 and 4 bedroom apartments on the smaller site within Land Parcel Com 4 and 82 No. units for an Apart / Hotel with a restaurant and gym facilities on the larger site on Land Parcel Com 4, Neal Drive, Orchard Park Development - Approved

S/2975/14/OL – Outline planning application for the erection/development of 42no apartments on the smaller site within the COMM 4 land parcel, and 82no units for an Apart/Hotel with a restaurant and gym facilities on the larger site on land parcel COMM 4 within the Orchard Park Development - Appeal Allowed

S/2248/14/OL - Outline planning application for the erection/development of 132 flats on Land Parcel COM4 (both Sites) at Orchard Park - Appeal Dismissed S/1734/07/F - Erection of 182 dwellings (56 affordable) and associated infrastructure - Appeal Dismissed

S/2298/03/F - Strategic Infrastructure Comprising Spine Roads and Footways, Cycle ways, Surface Water Drainage, Foul Water Drainage and Strategic Services - Approved

S/2379/01/O - Development Comprising Residential, Employment, Retail, Leisure, Social/Community Uses, Open Space, Educational Facilities and Associated Transport Infrastructure - Approved

5.0 Policy

5.1 National

National Planning Policy Framework 2023
National Planning Practice Guidance
National Design Guide 2021
Environment Act 2021
Town and Country Planning (Environmental Impact Assessment) Regulations 2017.
Equalities Act 2010
Planning and Compulsory Purchase Act 2004
Circular 11/95 (Conditions, Annex A)

5.2 South Cambridgeshire Local Plan 2018

S/1 – Vision
S/2 – Objectives of the Local Plan
S/3 – Presumption in Favour of Sustainable Development
S/5 – Provision of New Jobs and Homes
S/6 - The Development Strategy to 2031
S/7 – Development Frameworks
SS/1 – Orchard Park

CC/1 – Mitigation and Adaption to Climate Change
 CC/3 – Renewable and Low Carbon Energy in New Developments
 CC/4 – Water Efficiency
 CC/6 – Construction Methods
 CC/7 – Water Quality
 CC/8 – Sustainable Drainage Systems
 CC/9 – Managing Flood Risk
 HQ/1 – Design Principles
 HQ/2 – Public Art and New Development
 NH/2 – Protecting and Enhancing Landscape Character
 NH/4 – Biodiversity
 NH/8 – Mitigating the Impact of Development in & adjoining the Green Belt
 E/20 – Tourist Facilities and Visitor Attractions
 SC/2 – Health Impact Assessment
 SC/4 – Meeting Community Needs
 SC/6 – Indoor Community Facilities
 SC/7 – Outdoor Play Space, Informal Open Space & New Developments
 SC/8: Protection of Existing Recreation Areas, Allotments and Community Orchards
 SC/9 – Lighting Proposals
 SC/10 – Noise Pollution
 SC/11 – Contaminated Land
 SC/12 – Air Quality
 TI/2 – Planning for Sustainable Travel
 TI/3 – Parking Provision
 TI/8 – Infrastructure and New Developments
 TI/10 – Broadband

5.3 **Neighbourhood Plan**

None.

5.4 **Supplementary Planning Documents**

Biodiversity SPD – Adopted February 2022
 Sustainable Design and Construction SPD – Adopted January 2020
 Cambridgeshire Flood and Water SPD – Adopted November 2016

5.5 The following SPDs were adopted to provide guidance to support previously adopted Development Plan Documents that have now been superseded by the South Cambridgeshire Local Plan 2018. These documents are still material considerations when making planning decisions, with the weight in decision making to be determined on a case-by-case basis:

Health Impact Assessment SPD – Adopted March 2011
 Landscape in New Developments SPD – Adopted March 2010
 District Design Guide SPD – Adopted March 2010
 Open Space in New Developments SPD – Adopted January 2009
 Trees and Development Sites SPD – Adopted January 2009

6.0 Consultations

6.1 Access Officer – No objection

6.2 Recommendations to internal and parking layout suggested that can be incorporated into informative.

6.3 Anglian Water – No objection

6.4 No objection subject to informatives.

6.5 The foul drainage from this development is in the catchment of Cambridge Water Recycling Centre which currently does not have capacity to treat the flows the development site. Anglian Water are obligated to accept the foul flows from the development with the benefit of planning consent and would therefore take the necessary steps to ensure that there is sufficient treatment capacity should the Planning Authority grant planning permission.

6.6 Cambridgeshire Constabulary – No Objection

6.7 No objection subject to informative.

6.8 Contaminated Land Officer – No objection

6.9 No objection subject to unexpected contaminated land condition.

6.10 County Highways Development Management – No Objection

Original Comments (18/07/2022)

6.11 Object due to following concerns:

- Inadequate visibility splay;
- Inadequate width of access;
- Inadequate facilities for loading/ unloading of service vehicles;
- No details of refuse vehicle tracking;
- Parking space sizes not all adequate dimensionally; and
- No cycle route to serve secure cycle parking provided.

Comments on amended information (29/03/2023)

6.12 No objection subject to the following conditions:

- Traffic Management Plan;
- Access drainage;

- Use of bound material;
- Servicing plan; and
- Highways informative.

6.13 County Transport Team – No Objection

6.14 The proposal is acceptable from a transport assessment perspective. This application will increase the trips on the surrounding network in comparison to previously approved application for this site. The mode share for cycling from this area is shown to be high from the 2011 census and works to Histon Road as part of Greater Cambridge Partnership will further encourage cycling in this area. The following mitigation package is considered to be essential to mitigate the development and therefore would seek to be agreed with the applicant as follows:

- To make a contribution of £80,000 towards cycle route improvements on Histon Road between Kings Hedges Road and Huntingdon Road to be secured via a S106 agreement; and
- Should approval be given a Travel Plan should be secured through a condition. This should be agreed with the LPA prior to occupation.

6.15 Ecology Officer – No objection

Original Comments (22/08/2023)

6.16 There is insufficient ecological information to determine the application. Recommended Actions:

- Confirm if the reptile translocation has taken place, if not submit an updated Reptile Strategy with amended dates;
- Confirm the plan for offsite purchase of habitat units; and
- Submit a sensitive lighting approach for wildlife.

Comments on Additional Information (October 2023)

6.17 It is confirmed the reptile translocation has not taken place. However, the costs and process for this can be dealt with by way of the Section 106 Agreement. The lighting strategy can be dealt with by way of a planning condition. No objection to the biodiversity net gain for the site being generated through off-site purchasing of habitat units which can be accounted for through the Section 106 Agreement.

6.18 Environment Agency – No objection

6.19 We have no objection to this application. However, we believe the receiving Water Recycling Centre has limited capacity. Therefore, please confirm with Anglian Water that they can receive the foul drainage without exceeding their permit limits with us / or that any necessary infrastructure updates are made ahead of occupation of the development.

6.20 [See Anglian Water comments above].

6.21 **Environmental Health – No Objection**

Original Comments (09/06/2022)

6.22 Additional information should be provided regarding the noise assessment and the relationship to the A14.

Comments on Additional Information (16/02/2023)

6.23 The information submitted in the noise report adequately addresses some of the concerns expressed by my colleague Nick Atkins in his response on 9th June 2022. It addresses the duration of the noise assessment, and his concern that it was not long enough to provide confidence in the results. Given that the new results support the original data, it provides confidence that the recommendations within the report are appropriate.

6.24 No objection subject to the following conditions:

- Construction and delivery hours
- Piling
- Dust
- Construction programme
- Bonfires
- Noise mitigation compliance
- Plant noise assessment
- Commercial deliveries
- Artificial lighting
- Noise insulation informative.
- Noise impact informative
- Greater Cambridge sustainable design and construction spd informative.

6.25 **Health and Safety Executive – No Objection**

6.26 From the information you have provided for this planning application it does not appear to fall under the remit of planning gateway one because the purpose of a relevant building is not met.

6.27 **Landscape Officer – Object**

Original Comments (16/08/2022)

6.28 Generally, the layout of the proposed landscape areas appears acceptable. However, there are several areas that will require amendments or additional details provided.

6.29 The proposed landscape areas are not extensive and have been reduced from earlier proposals. They will be heavily used, not only by existing

users but guests at the hotels, local residents using the new facilities and by pedestrians and cyclists on the main east west route. This forms part of the route between Cambridge regional college and the shops and food outlets at Unwin Square and will be used by college students.

- 6.30 The increased scale of the development may also have additional Landscape and Visual effects on the area compared with previous submissions.

Comments on Additional Information (09/06/2023)

- 6.31 Landscape and Visual Impact Assessment:

6.32 The understatement of significance of effects has been raised in the last two rounds of comments to which the agent has responded. It is accepted that there is some difference of opinion on the matter, that has arisen from the subjective nature of qualitative assessment.

6.33 Concerns regarding overdevelopment of the site and impact on residents on Engledow Drive are maintained. Whilst we welcome the additional brick detailing the submitted revised eastern elevation drawing (ref: 3179_351 rev 4) that shows the garden fences in relation to the proposed development, the drawing does little to allay our concerns but highlights the differences in scale between the residential uses, and the hotel and its access ramps.

- 6.34 Landscape Design:

6.35 The landscape strategy for the hotel frontage is broadly acceptable, though please note that larger growing trees will need to be included in this area, particularly given that trees on terraces are likely to only reach a height of 3m (as detailed in the cover letter by Carter Jonas, submitted with the amended plans on the 12 of May 2023, and discussed below). Should the local authority be minded to approve the application please secure details of hard and soft landscape by condition.

6.36 The comment regarding retention of trees on the Eastern Avenue has been resolved. Please secure an Arboricultural Method Statement via condition.

6.37 Some hedge planting is now shown around the wildlife area. This is acceptable, and further details should be provided via the landscape condition.

6.38 Further details on roof terrace planting have been included in the cover letter by Carter Jonas, which was submitted to the local authority on 12th of May 2023.

6.39 The mounding on the large roof terrace on the eastern end of the proposed hotel would be 300mm in height. Most of the planting on the roof

terrace would be 300-500mm high, but taller grasses could be planted on the mounding (1-1.8m high).

- 6.40 The trees on the first-floor courtyards would grow to approximately 3m high. The intervention is likely to offer limited wider visual amenity, and therefore it is important that larger tree species are planted at ground level to help soften the appearance of the large building.
- 6.41 Details of both elevated gardens should be secured via the hard and soft landscape condition.
- 6.42 *Tilia cordata* 'Green Spire' and *Carpinus betulus* have been included in the landscape strategy document. These are acceptable examples of larger tree species.
- 6.43 The Landscape Team maintain concerns regarding the scale of development, and the effects of the development on sensitive local visual receptors. However, should the local authority be minded to approve the application, please apply the following conditions to any approval:
- Eastern elevation enhancement strategy;
 - Artificial lighting impact assessment and mitigation;
 - Hard and soft landscaping scheme;
 - Tree pit details;
 - Arboricultural method statement; and
 - Details of biodiverse roofs.

6.44 **Lead Local Flood Authority – No Objection**

Original Comments (06/07/2022)

- 6.45 Object as the application fails to provide sufficient information including confirmation that the Local Highway Authority are satisfied with the water run off onto the public highway in the event of emergency.

Comments on additional information (25/01/2024)

- 6.46 Following the agreement from the Local Highway Authority, the Lead Local Flood Authority has no objection to the application subject to the following conditions and informatives:
- Surface Water Drainage Scheme;
 - Exceedance Flooding signage upon completion; and
 - Informative regarding pollution control.

6.47 **Orchard Park Community Council – Object**

- 6.48 The Traffic flow: there is already a problem with traffic flow around the area of the proposed development. The number of cars in the area will be substantially increased not only by those staying at the Aparthotel but also

by those using the gym, pool, bars, restaurant etc. on the site. This is likely to be higher early mornings and evenings, when residents are trying to get to/from work, children are trying to get to school.

- 6.49 **Parking:** Numbers of parking spaces are still inadequate. Parking, particularly pavement parking, is a problem in this area and will be exacerbated. Pedestrians, wheelchairs and buggies are often forced onto the roads, giving rise to a safety problem. Pavement planters around the Topper Street, Neal Drive and Chieftain Way areas would assist as would yellow lines and parking enforcement.
- 6.50 **Noise:** Orchard Park residents have concerns about noise emanating from the Aparthotel bars/common spaces. With its fitness facilities and meeting spaces, and its situation just off the A14, the hotel is likely to attract work gatherings/conferences. Orchard Park is a residential area with many young families. Strict limitations on bar closing times, especially for the outside spaces, should be imposed.
- 6.51 **Litter:** excessive littering is a major problem in Orchard Park. The Community Council has very recent experience of residents from other hotels on the site using the Community's bins for their rubbish, causing daily overflow problems. The Aparthotel developers need to put in place extensive bins, both on the site and at the entrances and exits. Hotel residents are also likely to use the Tesco, Pizza and other take-away facilities on Unwin Square, creating more litter. How can the Aparthotel ensure that this problem is not worsened by the development?

6.52 **Section 106 Officer – No Objection**

6.53 No objection subject to the following contributions:

- Green Infrastructure contribution of £21,621.60 towards the creation of new green infrastructure including but not limited to Milton Country Park and Coton Countryside Reserve; and
- Outdoor sports contribution of £29,138.30 towards improvements to the Orchard Park sports facilities including the pavilion, football pitches, Astro turf pitch, tennis courts.

6.54 **Senior Sustainability Officer – No objection.**

Original Comments (12/07/2022)

6.55 No objection subject to the following conditions:

- Renewable energy strategy; and
- BREEAM – Post construction.

Comments on additional information (27/02/2023)

6.56 The applicant has now clarified that although the scheme is predominately electric, gas hot water is proposed due to the following:

"An all-electric scheme would have necessitated an additional substation and create potential grid capacity issues"

6.57 Now satisfied with the applicant's response and support the suggested amendment to the wording of condition 2 relating to BREEAM – post construction.

6.58 **Urban Design Team – No objection**

Original Comments (18/11/2022)

6.59 The scheme is considered to be well-designed and generally accord with Policy HQ/1 of the South Cambridgeshire Local Plan (2018) and the design principles set out in the Orchard Park Design Guidance SPD (2011). Whilst the height of the proposed buildings would exceed the height parameter set out in the Orchard Park Design Guidance, the height of the buildings would step down from 6-storeys to 5-storeys showing a comfortable transition. The submitted Landscape and Visual Impact Assessment (LVIA) demonstrates that the height and massing of the proposed development would integrate well into this land parcel. The design of the elevations would also help provide visual relief to ensure that the five pavilions would provide interesting vistas when viewed from different distances and angles. The scheme would benefit from some minor amendments to ensure that it provides a new focal point for Orchard Park:

1. Widen the gap of the colonnade area to at least 3m to provide a more proportionate circulation space for the proposed hotel development.
2. Alter the Proposed First Floor Plan to ensure that access is provided to the four terraces for all aparthotel and hotel residents. This can help provide valuable communal amenity space for hotel residents. Planting can be introduced to provide screening and privacy to the units on this level facing the terrace. This is particularly important for the aparthotel block (Long stay) as none of the flats will have any private amenity space.
3. The eight entrance doors – glazed doors appear too narrow against the brick walls. The brick walls can be replaced by glazed panels to create a sense of grandeur to better address the foyer, café and bar space.
4. Ensure that a public art strategy is provided (which can be conditioned) to help bring social, cultural, environmental, educational and economic benefits, both to the new development and the local community. Done well, public art that is designed to reflect and enhance its surroundings will help to raise the visual quality of the proposed development, create a sense of place and through community involvement help with community development.

Comments on amended information (17/02/2023)

- 6.60 Following the last urban design comments dated 18/11/2022, the applicant's design team has since made the following changes to the proposed development:
1. Widening of the colonnade to at least 3m to create a more spacious circulation space.
 2. Provision of access to the amenity spaces provided at first floor terraces.
 3. Alteration to glazing around front entrances to improve the appearance.
 4. Agreed to provide a public art strategy via condition
- 6.61 The revised drawings show that the ground floor building line has been further recessed to enable a widening of the colonnade within the existing footprint to 3m (or 2.6m where columns are located), with the hard landscaping also altered to provide a sense of flow between the colonnade and landscaping to create a more open aspect. This is welcome. Short stay residents would be provided with access to the mezzanine balconies and the roof above the leisure block, with a raised metal walkway sitting above the green roof. Public access would also be provided to one of the terraces for residents of the long stay apartments, with the remaining terraces accessible to the adjacent rooms. A revised elevation has also been provided showing alterations and widening of entrances.
- 6.62 The scale, massing, height and appearance of the proposed development were thoroughly assessed in November 2022. I had no objections to these elements. Following the introduction of the aforementioned revisions, the scheme is now considered to accord with Policies HQ/1 and HQ/2 of the 'South Cambridgeshire Local Plan' (2018) and the design principles set out in the 'Orchard Park Design Guidance SPD' (2011). It is recommended that the following conditions are imposed should planning permission be granted:
- Materials;
 - Sample panel of brickwork;
 - Cycle parking details;
 - Roof top plant details;
 - Public art;
 - Materials informative; and
 - Public art informative.
- 6.63 **Waste Team – No objection.**
- 6.64 No objection subject to condition requiring further detail of where the refuse commercial vehicles will park for loading.

7.0 Third Party Representations

7.1 4no. representations have been received in objection and have raised the following issues:

- Questions raised regarding construction process, hours and start dates for construction.
- Concerns regarding contractor parking and dirt associated with this. Will they pay to clean nearby properties cars or compensate for any damage during the construction process.
- There is no need for further hotel rooms given nearby existing hotels.
- There is already a proliferation of hotels, air bnbs and HMOs in Orchard Park.
- The initial outline application was for an 80no. bedroom aparthotel but now had 217 rooms including the aparthotel.
- A mix of housing types is preferred.
- Concerns regarding parking demands and insufficient amounts available on-site.
- Highway safety concerns from in and out junctions.
- Developer should pay for a 20mph zone to be introduced throughout Orchard Park
- Noise concerns.
- Should be restrictions on delivery times and refuse collection times.
- Litter bins are needed
- The additional amenities (cinema and gym) appear to have been removed and not available to public.
- Harm to character and appearance of area due to building size.
- Overlooking and loss of privacy concerns.
- Male and female changing room layout should include option of individual cubicles and concerns regarding layout.
- Insufficient public toilet provision on-site for non-residential elements.
- Suggest travel plan measures such as a minimum percentage of staff recruited within two miles, mini-bus provision for staff, bus tickets for conference and signage at guided bus stop for hotel use and conference.

8.0 Member Representations

8.1 None.

8.2 The above representations are a summary of the comments that have been received. Full details of the representations are available on the Council's website.

9.0 Assessment

9.1 **Principle of Development**

- 9.2 Planning permission (S/2975/14/OL (as varied under S/2948/16/VC)) was allowed at appeal for an 82no. unit apart hotel on this site. A reserved matters application (S/3039/17/RM) was permitted but this permission was not implemented and expired on 14 December 2020. Therefore, this former permission is no longer extant.
- 9.3 It is also pertinent to note that the expired permission was determined in a different policy context as it was assessed under the 2012 NPPF and the 2007 South Cambridgeshire Core Strategy (CS) Development Plan Document (DPD) and the 2007 development control policies DPD. It is therefore necessary to review the application within the new policy context.
- 9.4 Policy S/7 of the South Cambridgeshire Local Plan (2018) states that outside development frameworks, only allocations within Neighbourhood Plans that have come into force and development for agriculture, horticulture, forestry, outdoor recreation and other uses which need to be located in the countryside or where supported by other policies in this plan will be permitted.
- 9.5 The supporting text to policy S/7 sets out that development frameworks define where policies for the built-up areas of settlements give way to policies for the countryside. This is necessary to ensure that the countryside is protected from gradual encroachment on the edges of villages and to help guard against incremental growth in unsustainable locations.
- 9.6 The site lies within the development framework of 'Cambridge Northern Fringe and Science Park'. The site also lies within the Orchard Park strategic allocation through Local Plan Policy SS/1 (Orchard Park). Policy SS/1 allocates the Orchard Park area for a sustainable housing-led mixed-use development.
- 9.7 The Orchard Park Design Guidance Supplementary Planning Document (SPD) (2011) also covers the Orchard Park area. The site forms the eastern part of the wider parcel of land referred to as 'COM4'. The SPD originally anticipated this parcel being a residential development.
- 9.8 The Greater Cambridge Housing Trajectory and Five Year Housing Land Supply Report (April 2023) does include Parcel COM4 of Orchard Park within the Council's five year housing land trajectory. However, this is for a residential development of 80 dwellings only which relates to the land west of Neal Drive as approved under the implemented permission (S/4191/19/FL) on this adjacent site which is also within COM4. Therefore, the housing trajectory for South Cambridgeshire does not anticipate or rely on the delivery of residential development on the land to the east of Neal Drive to which this application relates.

- 9.9 Policy E/20 of the Local Plan (2018) states that development which will provide tourist accommodation within development frameworks will be supported where the scale and type of development is directly related to the role and function of the centre.
- 9.10 The site lies on the edge of Cambridge and the proposed apart hotel element of the development offers an alternative means of accommodation to the two existing traditional hotel operators (Premier Inn and Travelodge) already on Orchard Park.
- 9.11 The principle of the aparthotel use was deemed acceptable under permission S/2975/14/OL (as varied under S/2948/16/VC). While this has expired and was determined within a different local and national policy context, there is nothing to indicate within the 2018 Local Plan and the more recent NPPF since this original decision to come to an alternative view. As such, the provision of an aparthotel/ hotel with ancillary gym, swimming, café, conference and co-working facilities is considered acceptable and the principle of development compliant with Policies S/5, S/6, E/20 and SS/1 of the Local Plan (2018).
- 9.12 **Design, Layout, Scale and Landscaping**
- 9.13 Policy HQ/1 'Design Principles' provides a comprehensive list of criteria by which development proposals must adhere to, requiring that all new development must be of high-quality design, with a clear vision as to the positive contribution the development will make to its local and wider context.
- 9.14 Policies NH/2, NH/6 and SC/9 are relevant to the landscape and visual impacts of a proposal. Together they seek to permit development only where it respects and retains or enhances the local character and distinctiveness of the local landscape and its National Character Area.
- 9.15 The District Design Guide SPD (2010) and Landscape in New Developments SPD (2010) provide additional guidance. The NPPF provides advice on achieving well-designed places and conserving and enhancing the natural environment.
- 9.16 The Orchard Park Design Guide SPD (2011) provides essential design criteria for land parcel COM4. These include:
- Maximum building height of 15m;
 - High quality landmark buildings required;
 - Active frontages required to the public open space to the south;
 - Provide a clear delineation between public and private areas;
 - Ensure open spaces are overlooked by active building frontages or rooms;
 - Vehicle access from Topper Street via Neal drive;
 - Integrate parking into the development design;

- Prioritise pedestrian/ cycle movement and create pedestrian crossing points;
 - Servicing of building should be from the façade that has the least visible impact on the public realm;
 - Provide appropriate landscaping along boundaries; and
 - Use trees and shrubs to break up car parking areas and provide proportion to the space.
- 9.17 The proposal has been the subject of three design enabling panels (DEP) between March 2019 – January 2020. The progression of the scheme through this got to a point whereby the only two remaining points of concern were regarding the overall bulk and visual impact of the roof plant rooms, and, the need to reach an agreement with the landowners to the south (Orchard Park Community Council) to deliver enhanced landscaping to the public open space.
- 9.18 Acting upon the feedback from the DEP, the proposal, as submitted, has inset the roof plant from the external facades of the building. In addition, the applicant has reached an agreement with the Orchard Park Community Council that the public open space can be included in this planning application. These address the remaining concerns of the DEP.
- 9.19 The application has also been the subject of extensive pre-application discussions between the applicant and officers. The Urban Design Team had provided comments on the application as originally submitted (November 2022). Whilst broadly supportive, they had requested minor amendments to ensure the scheme would be of a high quality. The amendments requested were:
1. Widen the gap of the colonnade area to at least 3m to provide a more proportionate circulation space for the proposed hotel development;
 2. Alter the Proposed First Floor Plan to ensure that access is provided to the four terraces for all aparthotel and hotel residents. This can help provide valuable communal amenity space for hotel residents. Planting can be introduced to provide screening and privacy to the units on this level facing the terrace. This is particularly important for the aparthotel block (Long stay) as none of the flats will have any private amenity space;
 3. The eight entrance doors – glazed doors appear too narrow against the brick walls. The brick walls can be replaced by glazed panels to create a sense of grandeur to better address the foyer, café and bar space; and
 4. Ensure that a public art strategy is provided (which can be conditioned) to help bring social, cultural, environmental, educational and economic benefits, both to the new development and the local community. Done well, public art that is designed to reflect and enhance its surroundings will help to raise the visual quality of the proposed development, create

a sense of place and through community involvement help with community development.

- 9.20 In response to this, the applicant amended the scheme in accordance with the suggestions made by the Urban Design Team and in February 2023 the Urban Design Team confirmed they have no objection subject to conditions.
- 9.21 The layout of the proposed development consists of five connected pavilion blocks running west-to-east in a long rectangular footprint with roof terraces situated between the roof top areas of each of the blocks. The proposed development would be chamfered at regular intervals to reduce the perception of the massing and enables the proposed development to not appear monotone, continuous or overly dominant within its plot. The position of the proposed development also allows for a clear delineation between the public and private spaces, while also providing beneficial active frontage and surveillance out over the public open space to the south.
- 9.22 From a scale and massing perspective, the proposal has been designed so that the two outer most blocks (A and E) on the periphery of the development would be five storeys while the central three most blocks (B, C and D) would be six storeys, both with rooftop plant above. It is considered that given the site context and surroundings, the staggering of building heights does allow for the central most element to peak at six storeys without appearing unduly prominent or out of scale within the character of Orchard Park. The submitted Landscape and Visual Impact Assessment (LVIA) demonstrates that the height and massing of the proposed development would integrate well into this land parcel.
- 9.23 The design of the elevations would also help provide visual relief to ensure that the five pavilions would provide interesting vistas when viewed from different distances and angles. In the context of the height of the buildings permitted in the previously consented scheme, the results of the LVIA and the well design elevations, the Urban Design Team considers the height, scale and massing of the proposed buildings is acceptable. Officers share this assessment. It is acknowledged that the height of the development would be greater than the Orchard Park Design Guide SPD (2011) design criteria and the previously permitted scheme. However, the LVIA and assessment of the Urban Design Team indicate that this taller form of development can be successfully accommodated.
- 9.24 The proposed building would be a contemporary design and developed in a mix of brick, glazing and bronze fenestration. Given the mixed palette of materials present in Orchard Park, the proposed contemporary appearance is considered to assimilate successfully into this context. The Urban Design Team has recommended conditions relating to materials and public art and these have been recommended accordingly.

- 9.25 In terms of the landscaping approach, the proposal would include biodiverse roofs and roof terraces on the building itself, whilst immediately to the south would be a mix of formal lawns, outdoor gym equipment, clearly defined pedestrian routes and a wildlife zone with shrub planting that transitions into the area of public open space immediately to the south of the site. Collectively, these works would all make positive contributions to the character and appearance of the area and help achieve the aims of the Orchard Park Design Guide SPD (2011). The landscaping strategy is supported by the Landscape Team subject to conditions.
- 9.26 Overall, subject to conditions, the proposed development is a high-quality design that would contribute positively to its surroundings and be appropriately landscaped. The proposal is compliant with South Cambridgeshire Local Plan (2018) policies HQ/1, NH/2, NH/6 and SC/9 and the NPPF (2023).
- 9.27 **Carbon Reduction, Sustainable Design and Water Efficiency**
- 9.28 The Councils' Sustainable Design and Construction SPD (2020) sets out a framework for proposals to demonstrate they have been designed to minimise their carbon footprint, energy and water consumption and to ensure they are capable of responding to climate change as required by policy CC/1.
- 9.29 Policy CC/3 'Renewable and Low Carbon Energy', requires that Proposals for new dwellings and new non-residential buildings of 1,000m² or more will be required to reduce carbon emissions by a minimum of 10% through the use of on-site renewable energy and low carbon technologies.
- 9.30 Policy CC/4 'Water Efficiency' requires that all new residential developments must achieve as a minimum water efficiency to 110 litres pp per day and for non-residential buildings to achieve a BREEAM efficiency standard equivalence of 2 credits. Paragraphs 158 – 164 of the NPPF are relevant.
- 9.31 The application is supported by an Energy and Sustainability Statement (March 2022) and Water Conservation Strategy (August 2023). The proposed energy efficiency measures include; enhanced fabric standards, improved air tightness, glazing and layout to optimise solar gain, low energy lighting, and mechanical ventilation with heat recovery.
- 9.32 Air source heat pumps and solar photovoltaic panels, together with the above efficiency measures, would result in a 13.9% reduction in carbon emissions which is supported. A BREEAM score of 57.19% would be achieved which is above the BREEAM target of 55% for 'Very Good' rating.

- 9.33 The development is also on target to achieve at least three BREEAM credits from Wat 01, which is beyond the two minimum credits required by Policy CC/4. This would achieve a 40% improvement over the baseline building rate. The building conserves water through water monitoring and water leak detection and the regulation of water supply to common WC areas by way of flow control devices. While the Sustainability Officer has raised no objection to this level of water efficiency being achieved, officers consider that given the water resource and environmental challenges the area is facing, it would be appropriate to seek for this to be raised to five credits (55% improvement) unless it is demonstrated that this is not feasible/ viable. A condition has been recommended based on the above and for these measures to be implemented prior to the first occupation of the building.
- 9.34 The application has been subject to formal consultation with the Council's Sustainability Officer who raises no objection to the proposal subject to conditions relating to a renewable energy strategy and a BREEAM post-construction certificate.
- 9.35 The applicants have suitably addressed the issue of sustainability, renewable energy and water resources and subject to conditions the proposal is compliant with Local Plan policies CC/1, CC/3 and CC/4 and the Greater Cambridge Sustainable Design and Construction SPD 2020.
- 9.36 **Biodiversity**
- 9.37 The Environment Act 2021 and the Councils' Biodiversity SPD (2022) require development proposals to deliver a net gain in biodiversity following a mitigation hierarchy which is focused on avoiding ecological harm over minimising, rectifying, reducing and then off-setting. This approach accords with policy NH/4 which outlines a primary objective for biodiversity to be conserved or enhanced and provides for the protection of Protected Species, Priority Species and Priority Habitat.
- 9.38 In accordance with policy and circular 06/2005 'Biodiversity and Geological Conservation', the application is accompanied by a preliminary ecological appraisal. The ecological assessment (February 2020) has found no evidence that a protected species licence will be required prior to the commencement of works. However, reptile translocation is required and the report has recommended that non-licensable reasonable avoidance measures are taken to remove any residual risk of harm or disturbance of protected or priority species. Reptile surveys undertaken by Practical Ecology from May-July 2020 showed a peak count of three common lizards was recorded. Translocation was planned for Spring 2022 but did not take place on this part of the site.
- 9.39 In light of the fact that translocation did not take place in Spring 2022, it will be necessary for this application to demonstrate that this will be done. The applicant has not objected to this and it has been demonstrated that Bramblefield's Local Nature Reserve, Laxton Way, which is owned and

managed by Cambridge City Council, is capable of accommodating the translocated species. The City Council has raised no objection to this subject to a contribution of £1,000 being provided by way of a Section 106 Agreement to cover the cost of staff, materials, delivery and contractor associated with this. Therefore, subject to a Section 106 Agreement, it can be demonstrated that protected species would not be harmed.

- 9.40 The Biodiversity Net Gain (BNG) Assessment (January 2023) shows a net loss of 71.38% which equates to a net loss of 4.19 biodiversity units. This is due to the development of the site which has a baseline of 5.86 biodiversity units and the post development value being limited to 1.68 biodiversity units. The proposal does however show a net gain in hedgerow of 21.26% which equates to 0.06 biodiversity units by way of additional planting. The Biodiversity Net Gain Hierarchy emphasises that onsite biodiversity gains should be considered first followed by registered offsite biodiversity gains and – as a last resort – biodiversity credits. As a result of this, the development needs to offset this net loss in biodiversity units.
- 9.41 Since the above BNG Assessment was complete however, the applicant has raised concerns that the small element of BNG to be delivered on-site in the public open space to the south of the site may result in issues that could affect the long term maintenance of the BNG. This is because any BNG needs to be managed and maintained over a 30 year period and the public open space is likely to be transferred to another owner such as the Orchard Park Community Council. Consequently, it has been requested by the agent that the BNG associated with this development is dependent solely upon off-site BNG.
- 9.42 The applicant has proposed the purchasing of 5.86 habitat units at Coploe Hill, Ickleton. The purchasing of these units would go towards the planting of neutral and calcareous grassland which are priority habitats within the UK and are of local ecological importance. Grassland is a valuable habitat for several species, including badgers, hares, foraging bats, reptiles, hedgehogs, ground-nesting birds, and plant and invertebrate diversity. Grassland meadows can provide suitable habitat for notable or priority birds, including grasshopper warblers and grey partridge. The site has the potential for over 172.43 habitat units to be delivered.
- 9.43 The Ecology Team and the Landscape Team have been consulted on the above request and have no objection to the full requirement for BNG to be delivered off-site which will now require the purchasing of at least 5.86 habitat units. A Conservation Management and Monitoring Plan and a Biodiversity Assessment have been submitted to demonstrate that Coploe Hill, Ickleton can host the necessary 5.86 habitat units. Therefore, subject to the updated necessary amount of habitat units being purchased through the Section 106 Agreement, there is no objection to the BNG being delivered entirely off-site.

- 9.44 The Ecology Officer considers the embankment to the north of the site to be a wildlife sensitive habitat. Therefore, to reduce impact on foraging and commuting bats, it is necessary for a sensitive lighting scheme to be presented to demonstrate that these protected species would not be harmed by the proposal. The Ecology Team has explained that this can be dealt with by way of condition and therefore a condition will be included accordingly.
- 9.45 The application has been subject to formal consultation with the Council's Ecology Officer, who raises no objection to the proposal and recommends a lighting condition to ensure the protection of species. It is no longer necessary to include the originally recommended BNG condition given that the Ecology Officer is agreeable to all of the BNG being delivered off-site.
- 9.46 In consultation with the Council's Ecology Officer, subject to an appropriate condition and Section 106 Agreement, officers are satisfied that the proposed development complies with Local Plan Policy NH/4, the Biodiversity SPD 2022, the requirements of the Environment Act 2021 and 06/2005 Circular advice.
- 9.47 **Water Management and Flood Risk**
- 9.48 Policies CC/7, CC/8 and CC/9 of the Local Plan require developments to have appropriate sustainable foul and surface water drainage systems and minimise flood risk. Paragraphs 165 – 175 of the NPPF are relevant.
- 9.49 The site has small pockets of low and medium risk surface water flood risk but the majority of the site is not shown to be at risk from surface water flooding. There are no areas of fluvial flood risk. The applicants have submitted a Flood Risk Assessment (June 2023).
- 9.50 The Local Lead Flood Authority has assessed the proposals and the Flood Risk Assessment and has raised no objection subject to conditions. Anglian Water has raised no objection subject to informatives.
- 9.51 The applicants have suitably addressed the issues of water management and flood risk, and subject to conditions, the proposal is in accordance with Local Plan Policies CC/7, CC/8 and CC/9 and NPPF advice.
- 9.52 **Highway Safety and Transport Impacts**
- 9.53 Policy HQ/1 states that proposals must provide safe and convenient access for all users and abilities to public buildings and spaces, including those with limited mobility or those with impairment such as sight or hearing.
- 9.54 Policy TI/2 requires developers to demonstrate adequate provision will be made to mitigate the likely impacts of the proposed development and, for larger developments, to demonstrate they have maximised opportunities

for sustainable travel, and provided a Transport Assessment and Travel Plan.

- 9.55 Paragraph 115 of the NPPF advises that development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.

Wider Transport Impact

- 9.56 The application is supported by a Transport Assessment. The site is within Orchard Park which has good walking and cycling routes that connects well into the wider pedestrian and cycle network including the recently improved Histon Road cycle path and the Chisholm Trail. There are bus stops within a 5 to 10 minute walk. The site is also within easy access of the A14.
- 9.57 For total trips of all modes on a Friday the site will generate 1,006 arrivals and 1,012 departures, with 75 arrivals and 49 departures in the AM peak and 103 arrivals and 119 departures in the PM peak. On a Saturday this reduces to a total of 895 arrivals and 880 departures.
- 9.58 The applicant has done an assessment of the junctions in the future baseline of 2025 and 2030 before adding any development related traffic. This has taken account of committed developments within Orchard Park at plot COM4, the Meadows Community Centre and Darwin Green.
- 9.59 In 2025 at the Cambridge Road junction the southbound ahead and left arm is over capacity with a Degree of Saturation (the ratio of saturation to capacity of each individual link or lane) (DoS) of 95%, and the other two arms are on the capacity threshold with a DoS of 90%. In the PM peak the Kings Hedges Road and Cambridge Road northbound arms are over capacity with a DoS of 94% and 93%. In 2030 this increases to 98% on the Cambridge Road southbound arm, to 94% on Kings Hedges Road and 93% on Cambridge Road northbound arm.
- 9.60 The Milton Road junction with Kings Hedges Road is over capacity in the base models and in the 2025 and 2030 scenarios. In the 2030 with development scenario the junction is over capacity on all arms except for the northbound movement on Milton Road in the AM peak, and for all arms in the PM peak. The maximum DoS is 113% on Milton Road northbound arm in the AM peak and on Green End Road in the PM peak with a DoS of 110%.
- 9.61 In order to mitigate the above increase in trips on the surrounding network, the Transport Assessment Team has identified that a contribution of £80,000 towards the Histon Road cycle improvement scheme that has been completed by the Greater Cambridge Partnership should be secured by way of a Section 106 Agreement. In addition, a Travel Plan should be

secured by way of condition. Collectively these will help mitigate the pressure on the capacity of the surrounding roads and junctions by reducing dependency on the private car as a mode of travel.

Site Access

- 9.62 The proposed vehicular access arrangements consist of a one way entrance into the ground-floor and mezzanine level car park by way of Topper Street in the south-east corner of the site, and, a one way out exiting onto Neal Drive in the north-west corner of the site.
- 9.63 An east-west shared cycle and footway would be provided across the centre of the site immediately to the north of the public open space. It would connect Topper Street and Neal Drive and provide a natural desire line created across the site. There would be separate pedestrian access points spurring off this shared footway/ cycleway that provide safe and convenient access to the building entrances.
- 9.64 The Local Highway Authority had originally objected to the proposals. This was on the grounds of:
1. Forward visibility splays on Topper Street not being shown;
 2. Inadequate width of the access;
 3. Inadequate servicing strategy/ facilities;
 4. Insufficient information regarding refuse vehicle tracking and access;
 5. Car parking dimensions and reversing space dimensions are needed; and
 6. Footway/ cycleway amendments to make the proposed access route to cycle storage convenient and safe.
- 9.65 Concerns were also raised by third parties regarding the highway safety impacts of the new junction onto Topper Street. In response to the above concerns, the applicant has submitted revised drawings and information. These have all been assessed by the Local Highway Authority who in consideration of this information are now satisfied that the proposal provides safe access to all users and have removed their objection subject to conditions.
- 9.66 The application has been subject to formal consultation with Cambridgeshire County Council's Local Highways Authority and Transport Assessment Team, who raise no objection to the proposal subject to conditions relation to a travel plan, traffic management plan, access drainage and bound material for access.
- 9.67 Subject to conditions and Section 106 mitigation, the proposal accords with the objectives of policy TI/2 of the Local Plan and is compliant with NPPF advice.
- 9.68 **Cycle and Car Parking Provision**

- 9.69 Policies HQ/1 and TI/3 set out that car and cycle parking provision should be provided through a design-led approach in accordance with the indicative standards set out in Figure 11 of the Local Plan. Cycle parking should be provided to at least the minimum standards.
- 9.70 Cycle Parking
- 9.71 Policy TI/3 requires one cycle space per two members of staff for short stay and apart hotels. It also requires one space per 25m² for leisure space, one space per 30m² for co-working space and one space per three seats for conference facilities. The supporting text advises that for residential purposes cycle parking should be within a covered, lockable enclosure and that for houses this could be in the form of a shed or garage, for flats either individual lockers or cycle stands within a lockable, covered enclosure are required. All cycle parking should be designed and located to minimise conflict between cycles, pedestrians and vehicles.
- 9.72 Based on the above minimum standards set out in Policy TI/3, the proposal must provide for 147no. spaces. The proposed development would provide a total of 154no. spaces. 30no. of these would be stored internally within the building and would serve staff and long-term residents. The remaining 124no. spaces would be sited externally to the front (south) of the building where they would be subject to active surveillance. A condition is recommended to ensure that the cycle parking is delivered and is made available prior to first use of the development.
- 9.73 Car Parking
- 9.74 TI/3 requires 2 spaces per dwelling – 1 space to be allocated within the curtilage. The supporting text to the policy advises that the Council will encourage innovative solutions such as shared parking areas, for example where there are a mix of day and night uses, car clubs and provision of electric charging points and that a developer must provide clear justification for the level and type of parking proposed and will need to demonstrate they have addressed highway safety issues. A breakdown of how much parking based on the Local Plan standards within Policy TI/3 is set out in the table below:

Proposed Use	Amount Proposed	Parking Standards	Parking Required to Meet Standards
Apart Hotel	80 beds	13 spaces per 10 guest bedrooms	104
Short-Stay Hotel	137 beds	13 spaces per 10 guest bedrooms	179
Leisure Space	1,145sqm	One space per 22sqm	53

Co-Working Space	604sqm	One space per 25sqm	25
Conference Space	160 seats	One space per five seats	32
Total	N/A	N/A	361

- 9.75 The development would provide 178 parking spaces which equates to a ratio of 0.82 spaces per room. This is less than the standards set out in the Local Plan. It is noted that third party representations have also raised concerns regarding increased parking pressure. However, it is noted that most of the spaces are not allocated, to ensure that all uses have access to all of the parking. The apartment guests are also likely to be long term visitors with less of a likelihood of having a car. The Transport Assessment Team has explained that the quantum of car parking is not expected to result in any overspill parking on the surrounding highway network.
- 9.76 The Greater Cambridge Sustainable Design and Construction SPD outlines the standards for EV charging and states there should be at least one space per every two parking spaces for slow charging points and passive provision for the remaining spaces to provide capability for increasing provision in the future.
- 9.77 The proposal would provide 89no. spaces for EV charging which represents 50% of the proposed parking spaces. This complies with the standards in the SPD. The Sustainability Officer has raised no objection to this arrangement.
- 9.78 Subject to condition, the proposal is considered to accord with policies HQ/1 and TI/3 of the Local Plan and the Greater Cambridge Sustainable Design and Construction SPD.
- 9.79 **Amenity**
- 9.80 Policy HQ/1 (n), sets out that proposals must protect the health and amenity of occupiers and surrounding uses from development that is overlooking, overbearing or results in a loss of daylight or development which would create unacceptable impacts such as noise, vibration, odour, emissions and dust.
- 9.81 The District Design Guide 2010 advises that to prevent the overlooking of habitable rooms to the rear of residential properties and rear private gardens, it is preferable that a minimum distance of 15m is provided between the windows and the property boundary. For two storey residential properties, a minimum distance of 25m should be provided between rear or side building faces containing habitable rooms, which should be increased to 30m for 3 storey residential properties. It advises that a 12 metre separation is allowed where blank walls are proposed opposite the windows to habitable rooms.

9.82 Neighbouring Properties

- 9.83 The physical massing of the proposed blocks would be sited over 60m from the Topper Street properties opposite to the south. At this distance, it is not considered any harmful amenity impacts would arise on these properties.
- 9.84 To the east of the site are the properties of Engledow Drive. The physical massing of the proposed blocks would be situated approximately 18m from the rear garden boundary of these properties to the east and approximately 30m from the nearest neighbouring rear elevation. It is noted that the Landscape Team has highlighted concerns regarding the impact on these properties. It is the opinion of officers though that the proposed blocks at this distance would not result in harmful levels of loss of light when considering the orientation of these blocks to the west and north-west of the properties. Similarly, the setting back of the proposed massing approximately 30m away is considered sufficient to not visually overbear the outlooks of these neighbours. Side (east) facing windows are proposed in the nearest Block (E) that would serve bedrooms of the hotel element of the development. However, at approximately 30m away at the nearest point, it is not considered that views from these windows would lead to a harmful loss of privacy.
- 9.85 The proposed massing associated with the mezzanine car park and ramp would be sited adjacent to the rear garden boundary of the Engledow Drive properties. At its highest point, the car park would have a circa 5.9m high wall at the latter (northern) most end before sloping down (southwards) to the car park entrance. While this would be visible from these neighbours' gardens, it is not considered that the presence of this massing would result in any harmful loss of light or visual enclosure being experienced at these neighbouring properties. The Environmental Health Team has raised no objection to the noise assessment that has been submitted and it is not considered that the comings and goings of vehicles using the entrance ramps adjacent to Topper Street would be harmful to the amenity of these neighbours in terms of noise and disturbance. A lighting strategy has been submitted with the application which demonstrates that the required illumination for areas such as the terraces and car park would be below the levels that would cause a nuisance to any neighbours. The car parking ramp on the eastern boundary and movement of vehicles on this would have an external wall that would prevent the spill of lighting to neighbours. An external lighting condition is proposed to ensure that these measures are secured.
- 9.86 The proposed physical massing would be sited over 35m from the nearest residential property to the south-west on Neal Drive and at this distance would not result in any harmful loss of light, visual enclosure or loss of privacy.

- 9.87 The proposed development would be positioned approximately 27m to the east of the extant permission (S/4191/19/FL) for 80no. apartments on land to the west of Neal Drive. Having compared the proposed plans for this adjacent commenced, but not completed, permission, it is considered that the proposal would not give rise to any harmful overlooking, loss of light or overbearing impacts.
- 9.88 Noise from use
- 9.89 It is acknowledged that third party representations have raised concerns regarding the proposed use of the site.
- 9.90 The servicing area to the site would be situated in the north-west corner of the site adjacent to Neal Drive and a considerable distance from any established residential properties where refuse and servicing vehicles can turn and exit the site in forward gear. The proposed conference room would be situated in the basement of the development and therefore the noise associated with this would be contained within the building.
- 9.91 The restaurant and dining related areas on the ground-floor of the development would be a significant distance from any residential properties and it is therefore not considered that harmful levels of noise would spill out from the use of these areas.
- 9.92 It is acknowledged that there are a series of terraces at mezzanine and first-floor level that would be accessible either as private amenity space or communal space for occupiers of the building. The use of these spaces could have the potential to impact upon the amenity of nearby occupiers if used without restrictions, particularly during the nighttime when background sound levels are lower. While in principle it is feasible that these external terraces could be used without harming neighbour amenity, it is considered necessary for the hours of the use of these areas, as well as their management and use, including restrictions on amplified music, to be controlled through a condition. A condition has therefore been recommended for a management plan.
- 9.93 The comings and goings associated with the proposed uses on the site are not considered to give rise to any harmful levels of noise and disturbance. Again though, it will be necessary for a suitably worded management plan to be agreed by condition to ensure that the hours of use of the different components, including use of the restaurant and servicing and deliveries, are managed effectively so as to ensure neighbour amenity is not harmed.
- 9.94 Construction and Environmental Health Impacts
- 9.95 The land contamination, air quality and noise and vibrational impacts associated with the construction and occupation of the site are addressed

by Local Plan policies CC/6 'Construction Methods', CC/7 'Water Quality', SC/9 'Lighting Proposals', SC/10 'Noise Pollution', SC11 'Contaminated Land', SC/12 'Air Quality' and SC/14 'Odour'. Paragraphs 183 - 188 of the NPPF are relevant.

9.96 The Council's Environmental Health Team have assessed the application and have raised no objection to the proposal following the submission of further noise survey evidence. Conditions are recommended regarding construction and construction delivery hours, piling, dust, construction programme, no bonfires and noise mitigation compliance.

9.97 Summary

9.98 The proposal adequately respects the amenity of its neighbours and of future occupants. Subject to conditions, the proposal is compliant with Local Plan Policy HQ/1 and the District Design Guide 2010. The associated construction and environmental impacts would be acceptable in accordance with Policies CC/6, CC/7, SC/9, SC/10, SC/12 and SC/14 of the Local Plan.

9.99 **Third Party Representations**

9.100 The remaining third-party representations not addressed in the preceding paragraphs are summarised and responded to in the table below:

Third Party Comment	Officer Response
Questions raised regarding construction process, hours and start dates for construction. Concerns regarding contractor parking and dirt associated with this. Will they pay to clean nearby properties cars or compensate for any damage during the construction process.	These matters are addressed through the proposed relevant environmental health and highways conditions. The potential damage and/or need to clean nearby cars caused due to the construction process is a civil matter between the developer and neighbouring properties.
The initial outline application was for an 80no. bedroom aparthotel but now has 217 rooms including the aparthotel.	It is noted that this application has a greater amount of rooms than that approved under the outline application. However, each application must be assessed on its own merits and this has been done.
A mix of housing types is preferred.	The principle of development is considered acceptable for the reasons set out in the 'Principle of Development' section of this report.
Developer should pay for a 20mph zone to be	This has not been deemed to be necessary by the Local Highway Authority

introduced throughout Orchard Park	or Transport Assessment Team. It would not meet the three tests of the CIL Regulations (2010).
Litter bins are needed	The provision of litter bins can be secured through the hard and soft landscaping condition recommended.
The additional amenities (cinema and gym) appear to have been removed and not available to public.	The cinema was shown in a previous iteration presented to the Design Enabling Panel but is no longer proposed. The proposal includes a gym that would be open to the public. An obligation in the Section 106 Agreement is recommended to ensure that the gym is open to the public.
Male and female changing room layout should include option of individual cubicles and concerns regarding layout. Insufficient public toilet provision on-site for non-residential elements.	These are building regulation matters and not planning considerations.
Suggest travel plan measures such as a minimum percentage of staff recruited within two miles, mini-bus provision for staff, bus tickets for conference and signage at guided bus stop for hotel use and conference	A travel plan is recommended as a condition.

9.101 Planning Obligations (S106)

9.102 The Community Infrastructure Levy Regulations 2010 have introduced the requirement for all local authorities to make an assessment of any planning obligation in relation to three tests. If the planning obligation does not pass the tests then it is unlawful. The tests are that the planning obligation must be:

- (a) necessary to make the development acceptable in planning terms;
- (b) directly related to the development; and
- (c) fairly and reasonably related in scale and kind to the development.

9.103 The applicant has indicated their willingness to enter into a S106 planning obligation in accordance with the requirements of the Council's Local Plan and the NPPF.

9.104 Policy TI/8 'Infrastructure and New Developments' states that Planning permission will only be granted for proposals that have made suitable

arrangements for the improvement or provision of infrastructure necessary to make the scheme acceptable in planning terms. The nature, scale and phasing of any planning obligations and/or Community Infrastructure Levy (CIL) contributions sought will be related to the form of the development and its potential impact upon the surrounding area.

9.105 Heads of Terms

9.106 The Heads of Terms (HoT's) as identified are to be secured within the S106 and are set out in the summary table below:

Obligation	Contribution / Term	Trigger
Transport	£80,000 - towards cycle route improvements on Histon Road between Kings Hedges Road and Huntingdon Road.	Prior to occupation of development.
Outdoor Sports	£37,536.80 – towards improvements to the Orchard Park sports facilities including the pavilion, football pitches, Astro turf pitch and tennis courts.	
Green infrastructure	£27,720 - towards the creation of new green infrastructure including but not limited to Milton Country Park and Coton Countryside Reserve.	
Biodiversity Net Gain (Off-site)	Purchasing of 5.86 habitat units off-site at Couple Hill, Ickleton.	Prior to commencement of development.
Translocation of reptiles	£1,000 towards the translocation of native reptiles to be released at Bramblefields Local Nature Reserve.	Prior to commencement of development.
S106 Administration, Monitoring and Compliance	£2,200 - To ensure the proper and timely provision and perpetual usage of onsite infrastructure and to cover the cost associated with reporting to Government on section 106 matters.	Prior to commencement of development.
Public access to gym	The gym shall be made available for members of	Commencement of use

	the public to register for and not for the exclusive use of patrons of the hotel and aparthotel.	
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9.107 Transport

9.108 A contribution of £80,000 has been sought by the Transport Assessment Team towards the Histon Road cycle scheme that has been completed by the Greater Cambridge Partnership. It has been evidenced that the application will increase the trips on the surrounding network in comparison to the previously approved application for this site and that the mode share for cycling from this area is shown to be high from the 2011 Census. The Histon Road improvements works further encourage cycling in the area.

9.109 Outdoor Sports

9.110 A contribution of £37,356.80 has been requested by the Section 106 Team towards improvements to the Orchard Park sports facilities including the pavilion, football pitches, astro turf pitch and tennis courts. Planning policy requires all housing developments to contribute towards Outdoor Playing Space and Informal Open Space to meet the need generated by the development. It is reasonable in the circumstances to consider this application a housing development for the purpose of section 106 mitigation. The contribution is based on expected full time single occupancy across all 80 apart hotel units. No evidence has been submitted to demonstrate that the units would be occupied at a lower rate than this.

9.111 Green Infrastructure

9.112 A contribution of £27,720 towards the creation of new green infrastructure including but not limited to Milton Country Park and Coton Countryside Reserve has been requested by the Section 106 Team. Planning policy requires all developments to contribute towards green infrastructure which is described as a strategic, multi-functional network of public green spaces and routes, landscapes, biodiversity and heritage. It includes a wide range of elements such as country parks, wildlife habitats, rights of way, bridleways, commons and greens, nature reserves, waterways and bodies of water, and historic landscapes and monuments. The policy does not exclude apart-hotels and it is considered that occupants of the development will have an expectation to use the same amenities and facilities as a permanent residence. The development proposes provision of hireable meeting space and indoor sports space. This supports the view that use of local facilities is expected. The contribution is based on expected full time single occupancy across all 80 apart hotel units. No

evidence has been submitted to demonstrate that the units would be occupied at a lower rate than this.

9.113 Biodiversity Net Gain Off-site Contribution

9.114 The need for this has been addressed in the 'Biodiversity' section of this assessment. The contribution is considered to pass the CIL tests.

9.115 Translocation of Native Reptile Species

9.116 A population of common lizards has been identified on the site which are a protected species. It is necessary to therefore translocate these species to a suitable off-site location. The City Council have agreed to accommodate the lizard population at the Bramblefields Local Nature Reserve. This will require them to complete the construction of an additional artificial hibernaculum on the site using logs and low nutrient substrates to provide a refuge, hibernation site and basking opportunities to benefit the translocated individuals and their descendants. A cost of £1,000 has been requested to facilitate this and this is considered reasonable.

9.117 Monitoring

9.118 The Section 106 Team has requested £2,200 to ensure the proper and timely provision and perpetual usage of onsite infrastructure and to cover the cost associated with reporting to Government on section 106 matters.

9.119 Public access to recreation facilities

9.120 In order for the recreation facilities (gym and swimming pool) to be made open and available for members of the public to register for, it is necessary to ensure an obligation is included within the Section 106 Agreement to this effect.

9.121 The planning obligations are necessary, directly related to the development and fairly and reasonably in scale and kind to the development and therefore the required planning obligation(s) passes the tests set by the Community Infrastructure Levy Regulations 2010 and are in accordance with Policy TI/8 of the South Cambridgeshire Local Plan (2018).

9.122 **Planning Balance**

9.123 Planning decisions must be taken in accordance with the development plan unless there are material considerations that indicate otherwise (section 70(2) of the Town and Country Planning Act 1990 and section 38[6] of the Planning and Compulsory Purchase Act 2004).

- 9.124 No harm has been identified as arising from the proposed development by officers. It is acknowledged that the quantum of proposed car parking (178no. spaces) falls below the Local Plan standards for the mix of proposed uses (361no. spaces). However, for the reasons set out in this report it is considered the amount of parking for the use is acceptable. The Transport Assessment Team has raised no objection to the proposed level of parking.
- 9.125 The principle of development is considered acceptable given the past history of the site and it has been demonstrated that the proposal can assimilate successfully into its surrounding context without causing any harm. The proposal has been through a series of pre-application and design enabling panel iterations that officers consider have led to a well-designed scheme.
- 9.126 The proposal would have economic benefits through the creation of local employment opportunities within the area from the operation of the hotel, aparthotel, recreation and conference facilities. Social benefits would accrue from financial contributions towards local infrastructure, the improvements to the range of accommodation facilities in the area and the provision of recreational facilities for the general public. The purchasing of habitat units would ensure that the scheme delivers a biodiversity net gain.
- 9.127 Having taken into account the provisions of the development plan, NPPF and NPPG guidance, the views of statutory consultees and wider stakeholders, as well as all other material planning considerations, the proposed development is recommended for approval subject to conditions and a Section 106 Agreement.

10.0 Recommendation

10.1 Approve subject to:

-The planning conditions as set out below with minor amendments to the conditions as drafted delegated to officers.

-Satisfactory completion of a Section 106 Agreement which includes the Heads of Terms (HoT's) as set out in the report with minor amendments to the Heads of Terms as set out delegated to officers.

11.0 Planning Conditions

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: In accordance with the requirements of Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).

- 2 The development hereby permitted shall be carried out in accordance with the approved plans as listed on this decision notice.

*[3179_20201 - 8 Rev 1 Location Plan 27.01.2023
2855-LA-03 REV L Landscape ground floor 16.01.2024
3179_200 REV 5 BASEMENT FLOORPLAN 12.05.2023
3179_201 REV 9 GROUND FLOOR PLAN 16.01.2024
3179_202 REV 9 MEZZANINE PLAN 16.01.2024
3179_203 REV 6 FIRST FLOOR PLAN 12.05.2023
3179_204 REV 5 SECOND FLOOR PLAN 12.05.2023
3179_205 REV 5 THIRD FLOOR PLAN 12.05.2023
3179_206 REV 5 FOURTH FLOOR PLAN 12.05.2023
3179_207 REV 5 FIFTH FLOOR PLAN 12.05.2023
3179_351 REV 4 NORTH AND EAST ELEVATIONS 12.05.2023
2855-LA-04 REV I LANDSCAPE GENERAL ARRANGEMENT PLAN -
MEZZANINE
AND TERRACES 27.01.2023
3179_209 REV 5 PROPOSED SITE PLAN + HIGHWAYS LEVELS
27.01.2023
3179_209A REV 2 PROP_00_GF_PARKING ENTRANCE-EXIT+ TOPO
27.01.2023
3179_208 REV 3 PROPOSED ROOF PLAN 27.01.2023
3179_210 REV 3 PROPOSED SITE PLAN 27.01.2023
3179_350 REV 2 PROPOSED_ SOUTH AND WEST ELEVATIONS
27.01.2023
3179_352 REV 2 PROPOSED_ ELEVATIONS 1.500 27.01.2023
3179_353 REV 2 PROPOSED_ MATERIAL ELEVATIONS 1.100]*

Reason: In the interests of good planning, for the avoidance of doubt and to facilitate any future application to the Local Planning Authority under Section 73 of the Town and Country Planning Act 1990.

- 3 No demolition or construction works shall commence on site until a traffic management plan has been submitted to and agreed in writing by the Local Planning Authority. The principal areas of concern that should be addressed are:
- a. Movements and control of muck away lorries (all loading and unloading shall be undertaken off the adopted highway)
 - b. Contractor parking, for all phases all such parking shall be within the curtilage of the site and not on the street.
 - c. Movements and control of all deliveries (all loading and unloading shall be undertaken off the adopted public highway.
 - d. Control of dust, mud and debris, in relationship to the functioning of the adopted public highway.

The development shall be carried out in accordance with the approved details.

Reason: In the interests of highway safety in accordance with South Cambridgeshire Local Plan (2018) Policies HQ/1 and TI/2.

- 4 No development shall take place until:
- a) The application site has been subject to a detailed scheme for the investigation and recording of contamination and remediation objectives have been determined through risk assessment and agreed in writing by the Local Planning Authority; and
 - b) Detailed proposals for the removal, containment or otherwise rendering harmless any contamination (the Remediation method statement) have been submitted to and approved in writing by the Local Planning Authority.
 - c) Prior to the first occupation of the development hereby permitted, the works specified in any remediation method statement detailed in Condition b must be completed and a Verification report submitted to and approved in writing by the Local Planning Authority.
 - d) If, during remediation or construction works, any additional or unexpected contamination is identified, then remediation proposals for this material should be agreed in writing by the Local Planning Authority before any works proceed and shall be fully implemented prior to first occupation of the buildings hereby approved.

Reason - To ensure that risks from land contamination to the future users of the land neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors in accordance with Policy SC/11 of the adopted South Cambridgeshire Local Plan 2018.

- 5 No development shall commence until a programme of measures to minimise the spread of airborne dust (including the consideration of wheel washing and dust suppression provisions) from the site during the construction period or relevant phase of development has been submitted to and approved in writing by the Local Planning Authority. Works shall be undertaken in accordance with the approved details / scheme unless the local planning authority approves the variation of any detail in advance and in writing.

Reason: To protect the amenity of the adjoining properties in accordance with Policy CC/6 of the South Cambridgeshire Local Plan 2018.

- 6 No development (including any pre-construction, demolition or enabling works) shall take place until a comprehensive construction programme identifying each phase of the development and confirming construction activities to be undertaken in each phase and a timetable for their execution submitted to and approved in writing by the Local Planning Authority in writing. The development shall subsequently be implemented in accordance with the approved programme unless any variation has first been agreed in writing by the Local Planning Authority.

Reason: To protect the amenity of the adjoining properties in accordance with Policy CC/6 of the South Cambridgeshire Local Plan 2018.

- 7 Prior to commencement of development, details of all tree pits, including those in planters, hard paving and soft landscaped areas shall be submitted to and approved in writing by the local planning authority and these works shall be carried out as approved. All proposed underground services will be coordinated with the proposed tree planting and the tree planting shall take location priority.

Reason: To ensure proposals are in accordance with Policies HQ/1 and NH/4 of the South Cambridgeshire Local Plan 2018.

- 8 Prior to commencement of development, an Arboricultural Method Statement to BS 5837 (2012) shall be submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details.

Reason: To ensure that any works undertaken comply with arboricultural best practice and minimise the impact on the tree's health and amenity in accordance with South Cambridgeshire Local Plan (2018) Policies HQ/1 and NH/4.

- 9 No laying of services, creation of hard surfaces or erection of a building shall commence until a detailed design of the surface water drainage of the site has been submitted to and approved in writing by the Local Planning Authority. Those elements of the surface water drainage system not adopted by a statutory undertaker shall thereafter be maintained and managed in accordance with the approved management and maintenance plan. The scheme shall be based upon the principles within the agreed Flood Risk Assessment prepared by Richard Jason Engineering Consultant (ref: 60373 - Rev H) dated 16 June 2023 and shall also include:
- a) Full calculations detailing the existing surface water runoff rates for the QBAR, 3.3% Annual Exceedance Probability (AEP) (1 in 30) and 1% AEP (1 in 100) storm events;
 - b) Full results of the proposed drainage system modelling in the aboverferenced storm events (as well as 1% AEP plus climate change), inclusive of all collection, conveyance, storage, flow control and disposal elements and including an allowance for urban creep, together with an assessment of system performance;
 - c) Detailed drawings of the entire proposed surface water drainage system, attenuation and flow control measures, including levels, gradients, dimensions and pipe reference numbers, designed to accord with the CIRIA C753 SuDS Manual (or any equivalent guidance that may supersede or replace it);
 - d) Full detail on SuDS proposals (including location, type, size, depths, side slopes and cross sections);
 - e) Temporary storage facilities if the development is to be phased;
 - f) A timetable for implementation if the development is to be phased;

- g) Details of overland flood flow routes in the event of system exceedance, with demonstration that such flows can be appropriately managed on site without increasing flood risk to occupants;
- h) Demonstration that the surface water drainage of the site is in accordance with DEFRA non-statutory technical standards for sustainable drainage systems;
- i) Full details of the maintenance/adoption of the surface water drainage system; and
- j) Measures taken to prevent pollution of the receiving groundwater and/or surface water.

The drainage scheme must adhere to the hierarchy of drainage options as outlined in the NPPF PPG.

Reason: To ensure that the proposed development can be adequately drained and to ensure that there is no increased flood risk on or off site resulting from the proposed development and to ensure that the principles of sustainable drainage can be incorporated into the development, noting that initial preparatory and/or construction works may compromise the ability to mitigate harmful impacts in accordance with South Cambridgeshire Local Plan (2018) Policies CC/7, CC/8 and CC/9.

- 10 Prior to the installation of any external lighting, a "lighting design strategy for biodiversity" features or areas to be lit shall be submitted to and approved in writing by the local planning authority. The strategy shall:
- a) Identify those areas/features on site that are particularly sensitive for bats and that are likely to cause disturbance in or around their breeding sites and resting places or along important routes used to access key areas of their territory, for example, for foraging; and
 - b) show how and where external lighting will be installed (through the provision of appropriate lighting contour plans and technical specification) so that it can be clearly demonstrated that areas to be lit will not disturb or prevent the above species using their territory or having access to their breeding sites and resting places.

All external lighting shall be installed in accordance with the specifications and locations set out in the strategy, and these shall be maintained thereafter in accordance with the strategy. Under no circumstances should any other external lighting be installed without prior consent from the local planning authority.

Reason: To protect bats in accordance with Policy NH/4 of the South Cambridgeshire Local Plan 2018.

- 11 Prior to the installation of any external lighting, an artificial lighting scheme, to include details of any external lighting of the site such as street lighting, floodlighting, security / residential lighting and an assessment of impact on any sensitive residential premises on and off site, shall be submitted to and approved in writing by, the Local Planning

Authority. The scheme shall include layout plans / elevations with luminaire locations annotated, full isolux contour map / diagrams showing the predicted illuminance in the horizontal and vertical plane (in lux) at critical locations within the site, on the boundary of the site and at adjacent properties, hours and frequency of use, a schedule of equipment in the lighting design (luminaire type / profiles, mounting height, aiming angles / orientation, angle of glare, operational controls) and shall assess artificial light impact in accordance with the Institute of Lighting Professionals "Guidance Notes for the Reduction of Obtrusive Light GN01:2011". The approved lighting scheme shall be installed, maintained and operated in accordance with the approved details / measures unless the Local Planning Authority gives its written consent to any variation.

Reason: To protect local residents from light pollution / nuisance and protect / safeguard the amenities of nearby residential properties in accordance with South Cambridgeshire Local Plan (2018) Policy SC/9.

- 12 Prior to commencement of development above ground level, details of the proposed enhancement strategy for the eastern elevation shall be submitted to and approved in writing by the Local Planning Authority. The details shall include:
- a) The appearance, colour, size and extent of the proposed perforated metal screen to be installed on the vehicular access ramp
 - b) Details of the brick detailing to be provided on east-facing walls on either side of the vehicular access ramp
 - c) Details of any climbing or trailing plants, or green walls, to be installed on the eastern elevation of the development hereby approved.

Reason: To ensure the development is of high visual quality and satisfactorily assimilated into the area in accordance with Policy HQ/1 of the South Cambridgeshire Local Plan 2018.

- 13 Prior to commencement of development above ground level, details of a hard and soft landscaping scheme shall be submitted to and approved in writing by the Local Planning Authority. These details shall include:
- a) proposed finished levels or contours; car parking layouts, other vehicle and pedestrian access and circulation areas; hard surfacing materials; minor artefacts and structures (e.g. Street furniture, artwork, play equipment, refuse or other storage units, signs, lighting, CCTV installations and water features); proposed (these need to be coordinated with the landscape plans prior to being installed) and existing functional services above and below ground (e.g. drainage, power, communications cables, pipelines indicating lines, manholes, supports); retained historic landscape features and proposals for restoration, where relevant;
 - b) planting plans; written specifications (including cultivation and other operations associated with plant and grass establishment); roof terrace planting details; schedules of plants, noting species, plant sizes and

proposed numbers/densities where appropriate and an implementation programme;

c) boundary treatments (including gaps for hedgehogs) indicating the type, positions, design, and materials of boundary treatments to be erected.

d) a landscape maintenance and management plan, including long term design objectives, management responsibilities and maintenance schedules for all landscape areas.

If within a period of five years from the date of the planting, or replacement planting, any tree or plant is removed, uprooted or destroyed or dies, another tree or plant of the same species and size as that originally planted shall be planted at the same place as soon as is reasonably practicable, unless the Local Planning Authority gives its written consent to any variation.

Reason: To ensure the development is satisfactorily assimilated into the area and enhances biodiversity in accordance with Policies HQ/1 and NH/4 of the South Cambridgeshire Local Plan 2018.

- 14 Prior to commencement of development above ground level, full details of the biodiverse (green, blue or brown) roof(s) shall be submitted to and approved in writing by the Local Planning Authority.

Details of the green biodiverse roof(s) shall include means of access for maintenance, plans and sections showing the make-up of the sub-base to be used and include the following:

a) Roofs can/will be biodiverse based with extensive substrate varying in depth from between 80-150mm,

b) Planted/seeded with an agreed mix of species within the first planting season following the practical completion of the building works (the seed mix shall be focused on wildflower planting indigenous to the local area and shall contain no more than a maximum of 25% sedum,

c) A management/maintenance plan approved in writing by the Local Planning Authority,

d) All works shall be carried out and maintained thereafter in accordance with the approved details.

Reason: To ensure proposals are in accordance with Policies HQ/1 and NH/4 of the South Cambridgeshire Local Plan 2018.

- 15 Prior to commencement of development above ground level, details of all the materials for the external surfaces of buildings to be used in the construction of the development shall be submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved details.

Reason: To ensure the external appearance of the development does not detract from the character and appearance of the area in accordance with Policy HQ/1 of the South Cambridgeshire Local Plan 2018.

- 16 No brickwork above ground level shall be laid until a sample panel has been prepared on site detailing the choice of brick, bond, coursing, special brick patterning, mortar mix, design and pointing technique. The details shall be submitted to and approved in writing by the Local Planning Authority. The approved sample panel is to be retained on site for the duration of the works for comparative purposes and works will take place only in accordance with approved details.

Reason: To ensure the external appearance of the development does not detract from the character and appearance of the area in accordance with Policy HQ/1 of the South Cambridgeshire Local Plan 2018.

- 17 The roof plant/equipment shall not be installed until details of the plant/equipment have been submitted to and approved in writing by the local planning authority. The details shall include the type, dimensions, materials, location, and means of fixing. The development shall be carried out in accordance with the approved details.

Reason: To ensure the external appearance of the development does not detract from the character and appearance of the area in accordance with Policy HQ/1 of the South Cambridgeshire Local Plan 2018.

- 18 Prior to occupation of the development hereby permitted, a servicing plan shall be submitted to and agreed in writing by the Local Planning Authority. The servicing plan shall demonstrate that all servicing to the commercial units will be within the development by a vehicle of no greater length than 12m as shown on the submitted vehicle tracking drawing and not serviced from the adopted public highway at any time.

Reason: In the interests of highway safety in accordance with South Cambridgeshire Local Plan (2018) Policies HQ/1 and TI/2.

- 19 Prior to occupation of the development hereby permitted, a Travel Plan shall be submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall specify: the methods to be used to discourage the use of the private motor vehicle and the arrangements to encourage use of alternative sustainable travel arrangements such as public transport, car sharing, cycling and walking how the provisions of the Plan will be monitored for compliance and confirmed with the Local Planning Authority The Travel Plan shall be implemented and monitored as approved upon the occupation of the development.

Reason: In the interests of encouraging sustainable travel to and from the site in accordance with Policy TI/2 of the South Cambridgeshire Local Plan 2018.

- 20 No operational plant, machinery or equipment shall be installed until a noise assessment and any noise insulation/mitigation as required has been submitted to and approved in writing by the local planning authority.

Any required noise insulation/mitigation shall be carried out as approved and retained as such.

Reason: To ensure future occupiers of the site and residential properties nearby are not subject to harmful levels of noise disturbance from any plant, machinery or equipment in accordance with South Cambridgeshire Local Plan (2018) Policies HQ/1 and SC/10.

- 21 Within 6 months of occupation of the development, a BRE issued post Construction Certificate shall be submitted to, and approved in writing by the Local Planning Authority, indicating that the approved BREEAM rating of 'Very Good' has been met. This must also demonstrate that 5 BREEAM credits for WAT01 (Water Efficiency) have been secured, unless it is demonstrated that 5 credits is not feasible/ viable in which case a minimum of 2 BREEAM credits for WAT01 must be secured. In the event that such a rating is replaced by a comparable national measure of sustainability for building design, the equivalent level of measure shall be applicable to the proposed development.

(Reason: In the interests of reducing carbon dioxide emissions, water conservation and promoting principles of sustainable construction and efficient use of buildings (Greater Cambridge Sustainable Design and Construction SPD 2020 & South Cambridgeshire District Council Local Plan 2018, policy CC/4)).

- 22 Prior to occupation of the development hereby permitted, details of facilities for the covered, secure parking of cycles for use in connection with the development shall be submitted to and approved in writing by the Local Planning Authority. The details shall include the means of enclosure, materials, type and layout. The facilities shall be provided in accordance with the approved details and shall be retained as such.

Reason: To ensure appropriate provision for the secure storage of bicycles in accordance with Policy TI/3 of the South Cambridgeshire Local Plan 2018.

- 23 Prior to occupation of the development hereby permitted, details of public art shall be submitted to and approved in writing by the Local Planning Authority. The public art shall be provided in accordance with the approved details and shall be retained as such.

Reason: To ensure the public art is integrated into the design of development as a means of enhancing the quality of development proposals, in accordance with Policy HQ/2 of the South Cambridgeshire Local Plan 2018.

- 24 Prior to occupation of the development hereby permitted, a management plan shall be submitted to and approved in writing by the Local Planning Authority. The management plan shall include provisions relating to:

- a) travel arrangements for staff and visitors including pick up and drop off;
- b) hours of use of each use;
- c) hours of use of external terraces;
- d) details of amplified noise (if any);
- e) on-site security and means of enforcing against any anti-social behaviour on-site;
- f) the management and hours of deliveries of each use; and
- g) the external display of contact information for on-site management and emergencies.

The development shall thereafter be managed in accordance with the approved management plan.

Reason: In order to ensure the occupation of the site is well managed and does not give rise to significant amenity issues for nearby residents (South Cambridgeshire Local Plan 2018 Policies HQ/1 and SC/10).

- 25 Prior to occupation of the development hereby permitted, details of appropriate signage shall be submitted to and approved in writing by the local planning authority to highlight areas susceptible to exceedance flooding during extreme flooding events and pump failure scenario. The signage should clearly explain the residual risk and potential damage to property occurring from exceedance flooding in such areas. Signage should also indicate alternative exit routes from the development to minimise risk to site users during such a scenario. The approved signage shall be retained in perpetuity.

Reason: To ensure there is safe access and escape routes in the event of flooding in accordance with Paragraph 173 of the National Planning Policy Framework (2023).

- 26 The proposed access shall be constructed so that its falls and levels are such that no private water from the site drains across or onto the adopted public highway. Physical measures should be provided to prevent private water from the site draining across or onto the adopted public highway, and should not be via the use of permeable paving.

Reason: In the interests of highway safety in accordance with South Cambridgeshire Local Plan (2018) Policies HQ/1 and TI/2.

- 27 The proposed access be constructed using a bound material to prevent debris spreading onto the adopted public highway.

Reason: In the interests of highway safety in accordance with South Cambridgeshire Local Plan (2018) Policies HQ/1 and TI/2.

- 28 No construction work and/or construction related dispatches from or deliveries to the site shall take place other than between the hours of

08.00 to 18.00 on Monday to Friday, 08.00 to 13.00 hours on Saturdays and no construction works or collection / deliveries shall take place on Sundays, Bank or Public Holidays unless otherwise approved in writing by the local planning authority.

Reason: To protect the amenity of the adjoining properties in accordance with Policy CC/6 of the South Cambridgeshire Local Plan 2018.

- 29 In the event of the foundations for the proposed development requiring piling, prior to the development taking place the applicant shall provide the local authority with a report / method statement for approval detailing the type of piling and mitigation measures to be taken to protect local residents noise and or vibration. Potential noise and vibration levels at the nearest noise sensitive locations shall be predicted in accordance with the provisions of BS 5528, 2009 - Code of Practice for Noise and Vibration Control on Construction and Open Sites Parts 1 - Noise and 2 - Vibration (or as superseded). Development shall be carried out in accordance with the approved details.

Reason: To protect the amenity of the adjoining properties in accordance with Policy CC/6 of the South Cambridgeshire Local Plan 2018.

- 30 During construction there shall be no bonfires or burning of waste on site in accordance with best practice and existing waste management legislation.

Reason: To protect the amenity of the adjoining properties in accordance with Policy CC/6 of the South Cambridgeshire Local Plan 2018.

- 31 The development shall be constructed in strict accordance with the noise mitigation scheme detailed in the Environmental Noise And Impact Assessment, Part of Land Parcel COM 4, produced by XCO2 for TLC Group and dated March 2022 (Project reference: 9.376) for protecting the proposed apart-hotel and hotel occupiers from noise from the A14 and submitted with the application. All works which form part of the approved scheme shall be completed before any one of the permitted units is occupied.

Reason: To ensure an acceptable standard of amenity for future occupiers of the apart-hotel and hotel in accordance with South Cambridgeshire Local Plan (2018) Policies HQ/1 and SC/10.

- 32 The approved renewable/low carbon energy technologies (as set out in the Energy & Sustainability Statement Produced by XCO2 for TLC Group, March 2022) shall be fully installed and operational prior to the occupation of the development. Detailed design stage SBEM calculations, evidencing a minimum 10% carbon emissions reduction, shall have previously been submitted to and approved in writing by the local planning authority. Where grid capacity issues subsequently arise,

written evidence from the District Network Operator confirming the detail of grid capacity and a revised Energy Statement to take account of this shall be submitted to and approved in writing by the local planning authority. The revised Energy Statement shall be implemented development and thereafter maintained in accordance with the approved details.

Reason: In the interests of reducing carbon dioxide emissions in accordance with Policy CC/3 of the South Cambridgeshire Local Plan 2018 and the Greater Cambridge Sustainable Design and Construction SPD 2020.

- 33 The development hereby permitted shall be operated in accordance with the Operational Waste Management Plan (Produced by XCO2 for TLC Group, March 2023) unless otherwise agreed in writing.

Reason: To ensure that adequate provision for the collection and disposal of waste is incorporated into the development in accordance with South Cambridgeshire Local Plan (2018) Policy HQ/1.

Informatives

TMP Informative:

When writing a Traffic Management Plan (TMP) the applicant should consider the following elements and provide the information as requested. This will make discharging the condition much simpler, faster and more efficient. As will be seen from the details below a TMP need not be a lengthy document however, clarity is key.

1. Site Plan

- i. The applicant should provide a site plan at a true scale of 1:200 for smaller sites and 1:500 for larger sites showing the following areas with written dimensions:
 - a. Proposed material storage area;
 - b. Proposed site offices;
 - c. Proposed car parking area;
 - d. Proposed manoeuvring space;
 - e. Proposed access location;
 - f. Proposed location of any gates;
 - g. Proposed location of any wheel washing facility or similar;
 - h. If the site is to be multi-phased then a plan for each phase should be provided.

2. Movement and control of muck away and delivery vehicles

- i. The proposed manoeuvring area for delivery/muck away vehicles, this should include a swept path analysis for the largest vehicle to deliver to the site to demonstrate that this can enter and leave in a forward gear;
- ii. If it is not possible to deliver on site or turn within the same, then details of how such deliveries will be controlled will need to be included, for example if delivering to the site while parked on the adopted public highway how will pedestrian, cycle and motor vehicle traffic be controlled?;

- iii. Delivery times. If the site is served off a main route though the county (and this does not necessarily need to be a A or B class road), or other areas of particular traffic sensitivity (a list of traffic sensitive streets can be requested from the Street Works Team at Streetworks@Cambridgeshire.gov.uk) then delivery and muck away times will need to be restricted to 09.30-16.00hrs Monday to Friday.
- iv. If the site is in the vicinity of a school then the applicant should ascertain from the school when their opening/closing times are and tailor the delivery/muck away movements to avoid these. The Highway Authority would suggest that allowing at least 30 minutes either side of the open/closing times will generally ensure that the conflicts between school traffic and site traffic are kept to the minimum;
- v. The Highway Authority would seek that any access used by vehicles associated with the site be paved with a bound material (for at least 15m for larger sites) into the site from the boundary of the adopted public highway (please note this is not generally the edge of carriageway), to reduce the likelihood of debris entering the public highway;
- vi. Any temporary gates used for site security must be set back at least 15m from the boundary of the adopted public highway to enable a delivery/muck away vehicle to wait wholly off the adopted public highway while the gates are opened and closed, or they must remain open throughout the entire working day;
- vii. Normally access to the site should be 5m in width for smaller sites and 6.5m for larger sites, though it is recognised that this may not be practical for small scale developments of one or two units.

3. Contractor parking:

- i. If possible all parking associated with the proposed development should be off the adopted public highway.
- ii. Within the area designated for contractor/staff parking each individual bay must be at least 2.5m x 5m, with a 6m reversing space. However, given the nature of the construction industry i.e. that staff tend to arrive and leave site at approximately the same time spaces may be doubled up, i.e. 10m in length, 2.5 wide with a reversing space. A list of number of operatives, staff and trades that will be on site at any one time should be provided to ascertain if the number of spaces being proposed will be acceptable.
- iii. If the site has no potential to provided off street car parking and or only limited numbers the applicant must provide details of how on street parking will be controlled.
- iv. If contractor parking is to be on street the applicant must maintain a daily register of contractor (and sub-contractor vehicles) that are parked on street, so if any such vehicle does create a problem, it can quickly be removed by the owner/controller. At a minimum the register should contain the following:
 - a. The name of the driver
 - b. The registration number of the vehicle
 - c. Make of vehicle
 - d. Arrival time
 - e. Departure time

4. Control of dust, mud and debris, in relationship to the operation of the adopted public highway

- i. If it likely that debris may be dragged on to the adopted public highway the applicant should provide details of how this will be prevented. If a wheel wash or

similar is proposed, the details of how the slurry generated by this will be dealt with must be provided, please note it will not be acceptable to drain such slurry onto or over the adopted public highway.

ii. The Highway Authority would seek that the developer include the following words in any submitted document: The adopted public highway within the vicinity of the site will be swept within an agreed time frame as and when reasonably requested by any officer of the Highway Authority.

iii. It is recognised that construction traffic occasionally damage the adopted public highway and the developer should include a note stating that such damage will be repaired in a timely manner at no expense to the Highway Authority. The Traffic Management Plan must relate solely to how the operation of the site will affect the adopted public highway, other information for example noise levels is not a highway matter and should not be included within the plan.

Highways Informative:

The granting of a planning permission does not constitute a permission or licence to a developer to carry out any works within, or disturbance of, or interference with, the Public Highway, and that a separate permission must be sought from the Highway Authority for such works.

Access Informative:

There should be 18 Blue Badge parking spaces and all of these as close to the entrances as possible. Any double doors need to be electrically opened or be asymmetrical with one leaf being a minimum of 900 mm. Doors need an opening weight of less than 20 newtons. Reception desks, bars, serveries, meeting rooms, et cetera all need hearing loops designed not to interfere with other systems in the building. Acoustics need to be considered, soft furnishings will help absorb echo, et cetera and help hearing impaired people. The reception area needs a mix of seating, of various heights and with and without arms. Spaces for wheelchairs need to be left. The colour contrast and signage must meet the needs of visually impaired people. The installation of firefighting or fire evacuation lifts should be standard in large public buildings, emergency refuge points should be avoided in nearly every such circumstance. Sliding doors on bathrooms and toilets are preferable. Toilet doors should open outwards or slide and/or have quick release bolts are needed in case somebody collapses in the toilet. Although shown in some guidance for the wheelchair accessible toilets it is poor design to have the transfer space beside the toilet in front of the door. If someone collapses and needs assistance anyone trying to get into the toilet will be obstructed by the wheelchair. Both short stay and longstay bedrooms need to have the bathrooms redesigned. There is little point having baths, but all should have wet room showers. There needs to be several support rails around the toilet and bath. 5% of all the bedrooms must meet the access standards and these 1% should have ceiling hoists. In the longstay rooms the wardrobes and kitchen facilities must be designed for disabled people to use. I.e. adjustable height work units/sinks.

Anglian Water Informative:

Notification of intention to connect to the public sewer under S106 of the Water Industry Act Approval and consent will be required by Anglian Water, under the Water Industry Act 1991. Contact Development Services Team 0345 606 6087

Anglian Water Informative

A public sewer is shown on record plans within the land identified for the proposed development. It appears that development proposals will affect existing public sewers. It is recommended that the applicant contacts Anglian Water Development Services Team for further advice on this matter. Building over existing public sewers will not be permitted (without agreement) from Anglian Water.

Anglian Water Informative

Building near to a public sewer - No building will be permitted within the statutory easement width of 3 metres from the pipeline without agreement from Anglian Water. Please contact Development Services Team on 0345 606 6087

Anglian Water Informative

The developer should note that the site drainage details submitted have not been approved for the purposes of adoption. If the developer wishes to have the sewers included in a sewer adoption agreement with Anglian Water (under Sections 104 of the Water Industry Act 1991), they should contact our Development Services Team on 0345 606 6087 at the earliest opportunity. Sewers intended for adoption should be designed and constructed in accordance with Sewers for Adoption guide for developers, as supplemented by Anglian Water's requirements.

Lead Local Flood Authority

Surface water and groundwater bodies are highly vulnerable to pollution and the impact of construction activities. It is essential that the risk of pollution (particularly during the construction phase) is considered and mitigated appropriately.

Designing Out Crime Informative

It is recommended that the applicant liaises with the Designing Out Crime Officer: cpdt@cambs.pnn.police.uk

Noise Insulation Informative

To satisfy the noise insulation scheme condition for the building envelope and traffic noise, the applicant / developer must ensure that the hotel units are acoustically protected by a noise insulation scheme, to ensure the internal noise level within the habitable rooms, and especially bedrooms comply with British Standard 8233:2014 "Sound Insulation and noise reduction for buildings-Code of Practice" derived from the World Health Organisation Guidelines for Community Noise: 2000. The code recommends that a scheme of sound insulation should provide internal design noise levels of 30 LAeq (Good) and 40 LAeq (Reasonable) for living rooms and 30 LAeq (Good) and 35 LAeq (Reasonable) for bedrooms. Where sound insulation requirements preclude the opening of windows for rapid ventilation and thermal comfort / summer cooling, acoustically treated mechanical ventilation may also need to be considered within the context of this internal design noise criteria. Compliance with Building Regulations Approved Document F 2006: Ventilation will also need consideration.

Plant Noise Informative

Plant noise informative: For any noise attenuation scheme proposed due regard should be given to current government / industry standards, best practice and guidance and 'Greater Cambridge Sustainable Design and Construction

Supplementary Planning Document, Adopted January 2020' - Section 3.6 Pollution - Noise Pollution (including vibration) (pages 89 -113) and appendix 8 : Further technical guidance related to noise pollution.

SPD Informative

'Greater Cambridge Sustainable Design and Construction Supplementary Planning Document, Adopted January 2020' - available online at:

<https://www.scambs.gov.uk/planning/local-plan-and-neighbourhood-planning/sustainable-design-and-construction-consultation-spd>

Materials Informative

The details required to discharge the submission of materials condition should consist of a materials schedule, large-scale drawings and/or samples as appropriate to the scale and nature of the development in question.

Public Art Informative

The provision of public art must involve the local community and could be community-led and have regard to the local circumstances of the site and/or local aspirations. The applicant is encouraged to engage the LPA through its preapplication service in this regard.

Section 106 Informative

This application is subject to a S106 planning obligation.

Background Papers:

The following list contains links to the documents on the Council's website and / or an indication as to where hard copies can be inspected.

- South Cambridgeshire Local Plan 2018
- South Cambridgeshire Local Development Framework SPDs

Agenda Item 7



Planning Committee Date	14 February 2024
Report to	South Cambridgeshire District Council Planning Committee
Lead Officer	Joint Director of Planning and Economic Development
Reference	23/01581/FUL
Site	Manor Farm, Clayhithe Road, Horningsea Cambridgeshire CB25 9JE
Ward / Parish	Horningsea
Proposal	Conversion of existing vacant farm buildings into seven dwellings with access, parking, landscaping and associated infrastructure
Applicant	Harriers Horningsea Ltd C/o Dakin Estates Ltd
Presenting Officer	Amy Stocks
Reason Reported to Committee	Called-in by Councillor Cone Third party representations
Member Site Visit Date	7 th February 2024
Key Issues	1. Departure from Local Policy
Recommendation	REFUSE

1.0 Executive Summary

- 1.1 The application seeks planning permission for the conversion of existing vacant farm buildings into seven dwellings with access, parking, landscaping and associated infrastructure.
- 1.2 The site lies within the village development framework of Horningsea, the Horningsea Conservation Area and adjacent to the Green Belt and open countryside. The Manor House is a Grade II listed building, while the farm buildings are curtilage listed.
- 1.3 Horningsea is classified as an Infill Village under Policy S/11 of the South Cambridgeshire Local Plan, where residential development or re-development is restricted to 2 units (indicative size). Infill Villages are generally amongst the smallest in South Cambridgeshire. These villages have a poor range of services and facilities, and it is often necessary for local residents to travel outside the village for most of their daily needs.
- 1.4 The proposal seeks permission for the provision of seven new residential dwellings on the site, which exceeds the policy restriction by five units.
- 1.5 The proposed development would represent an overdevelopment of the site and is not considered to promote a sustainable form of development that could be adequately supported by the local infrastructure and reduce the need of future occupants to travel by car for daily needs.
- 1.6 The principle of the development is therefore unacceptable and contrary to policies S/2, S/3, S/7, S/11, and TI/2 of the South Cambridgeshire Local Plan.
- 1.7 Officers recommend that the Planning Committee **refuse** the application Planning Permission.

2.0 Site Description and Context

None relevant		Tree Preservation Order	
Conservation Area	x	Local Nature Reserve	
Listed Building	x	Flood Zone 1	x
Building of Local Interest		Green Belt	
Historic Park and Garden		Protected Open Space	
Scheduled Ancient Monument		Controlled Parking Zone	
Local Neighbourhood and District Centre		Article 4 Direction	

*X indicates relevance

- 2.1 The site lies within the village development framework for Horningsea, the Horningsea Conservation Area and adjacent to the Green Belt and open countryside. The Manor House is a Grade II listed building, while the farm buildings are curtilage listed.
- 2.2 To the north of the site is open countryside, to the east of the site are nos. 1 and 2 Manor Cottage and Clayhithe Road, to the south of the site is an area of green associated with the Manor House, to the west of the site is an area of green space and the properties which front onto Dock Lane.

3.0 The Proposal

- 3.1 The application seeks permission for the conversion of existing vacant farm buildings into seven dwellings with access, parking, landscaping, and associated infrastructure.
- 3.2 The application has been amended to address representations and further consultations have been carried out as appropriate. When submitted the application did not contain an adequate bat survey, this was subsequently submitted and reconsulted. The ecology officer considered this survey acceptable.

4.0 Relevant Site History

Reference	Description	Outcome
23/01582/LBC	Conversion of existing vacant farm buildings into seven dwellings with access, parking, landscaping and associated infrastructure	Pending Consideration

5.0 Policy

5.1 National

National Planning Policy Framework 2023

National Planning Practice Guidance

National Design Guide 2021

Environment Act 2021

Town and Country Planning (Environmental Impact Assessment) Regulations 2017.

Conservation of Habitats and Species Regulations 2017

Equalities Act 2010

Planning and Compulsory Purchase Act 2004

Local Transport Note 1/20 (LTN 1/20) Cycle Infrastructure Design

Technical Housing Standards – Nationally Described Space Standard (2015)

ODPM Circular 06/2005 – Protected Species

Circular 11/95 (Conditions, Annex A)

5.2 South Cambridgeshire Local Plan 2018

S/1 – Vision

S/2 – Objectives of the Local Plan

S/3 – Presumption in Favour of Sustainable Development

S/4 – Cambridge Green Belt

S/7 – Development Framework

S/11 – Infill Villages

CC/1 – Mitigation and Adaption to Climate Change

CC/3 – Renewable and Low Carbon Energy in New Developments

CC/4 – Water Efficiency

CC/6 – Construction Methods

CC/7 – Water Quality

CC/8 – Sustainable Drainage Systems

CC/9 – Managing Flood Risk

HQ/1 – Design Principles

NH/2 – Protecting and Enhancing Landscape Character

NH/4 – Biodiversity

NH/8 – Mitigating the Impact of Development in & adjoining the Green Belt

NH/14 – Heritage Assets

H/8 – Housing Density

H/9 – Housing Mix

H/10 – Affordable Housing

H/12 – Residential Space Standards

TI/2 – Planning for Sustainable Travel

TI/3 – Parking Provision

TI/10 – Broadband

5.3 Supplementary Planning Documents

Biodiversity SPD – Adopted February 2022

Sustainable Design and Construction SPD – Adopted January 2020

Cambridgeshire Flood and Water SPD – Adopted November 2016

- 5.4 The following SPDs were adopted to provide guidance to support previously adopted Development Plan Documents that have now been superseded by the South Cambridgeshire Local Plan 2018. These documents are still material considerations when making planning decisions, with the weight in decision making to be determined on a case-by-case basis:

Development affecting Conservation Areas SPD – Adopted 2009
Landscape in New Developments SPD – Adopted March 2010
District Design Guide SPD – Adopted March 2010
Affordable Housing SPD – Adopted March 2010
Listed Buildings SPD – Adopted 2009

5.5 Other Guidance

5.6 Greater Cambridge Housing Strategy 2019 – 2023

5.7 Conservation Area Appraisal:

5.8 Horningsea conservation area – Adopted 2005

6.0 Consultations

6.1 Horningsea Parish Council – Object

6.2 The Parish Council have provided comments on this application, the comments are as follows:

- Overlooking and loss of privacy on neighbouring properties
- Loss of light and overshadowing (namely plot 6 on nearby cottages)
- Noise during the construction period
- Impact of vehicles on the Highway during construction phase
- Increase of traffic in and out of the site when dwellings are occupied, highway infrastructure is required.
- Concerns of any potential future extensions to the dwellings will make the area appear cramped.
- All building works must adhere to rules on listed buildings and the conservation area.
- Measures to protect birds and bats in the barns should be taken.

6.3 Conservation Officer – No Objection

6.4 Comment dated 25th May 2023: No Objection- It is considered that the proposal will preserve or enhance the character or appearance of the conservation area subject to the imposition of the following conditions:

- A sample of the proposed brick for use in the construction of the works hereby approved, is to be submitted to and approved in writing by the Local Planning Authority.
- No works shall commence on the landscaping, until a sample of the proposed pavours/setts for use in the landscaping of the works has been hereby approved by the Local Planning Authority.
- The submission of a strategy for the re-use/re-cycling of the material of the structures on the site which are to be demolished must be submitted to and approved in writing by the Local Planning Authority.

6.5 The department have also requested a number of Listed Building Consent conditions of which will be discussed under application 23/01581/FUL also attending the committee.

6.6 Comment dated 21st August 2023: The additional information has been assessed and it is considered that there is no greater impact on heritage assets than previously commented on.

6.7 Contaminated Land – No Objection

6.8 Comment dated 22nd May 2023: No objection subject to the imposition of conditions relating to:

- The submission of a phase 2 desk study and remediation measures
- The submission of a verification report
- Steps to take in the event unexpected contamination is identified.

6.9 The EA should be consulted on this application to comment on the risk to controlled waters.

6.10 Definitive Maps Officer – No Objection

6.11 The public footpath no.4 shall remain open during the construction period and beyond. The following informatives shall be included:

- The public footpath must remain open and unobstructed at all times.
- The Public Footpath must not be used to access the development site unless the applicant is sure they have lawful authority to do so.
- No alteration to the Footpath's surface is permitted without our consent.
- Landowners are reminded that it is their responsibility to maintain boundaries.
- The granting of planning permission does not entitle a developer to obstruct a Public Right of Way.
- Members of the public on foot have the dominant right of passage along the public footpath.
- The Highways Authority has a duty to maintain Public Rights of Way in such a state as to be suitable for its intended use.

6.12 Ecology Officer – No Objection

6.13 Comment dated 19th May 2023: Objection. There is insufficient ecological information available for determination of this application as the Preliminary Ecological Appraisal (Samsara Ecology, January 2023) recommends that that two further bat surveys should be undertaken on Buildings B1 and B6 to ascertain whether bats are roosting in the buildings.

- 6.14 Comment dated 16th August 2023: The Preliminary Ecological Appraisal Report in Table 11 states that the applicant will need to apply for inclusion on district licence scheme for great crested newts. The department would like clarification on this, as the rest of the Preliminary Ecological Appraisal report has scoped out great crested newts.
- 6.15 Comment dated 4th September 2023: No objection subject to the imposition of conditions relating to:
- Compliance with approved documents
 - The submission of a scheme of ecology enhancement
 - The submission of a lighting design strategy
 - The submission of a biodiversity net gain plan.
- 6.16 **Environment Agency – No comment**
- 6.17 No comments to make.
- 6.18 **Environmental Health – No Objection**
- 6.19 Comment dated 23rd May 2023. No objection subject to the imposition of conditions relating to:
- Construction hours
 - The submission of the construction environmental management plan
 - Informative for air source heat pumps
 - Informative for demolition
 - Informative for disturbance to neighbours
 - Informative for statutory nuisance action
- 6.20 Comment dated 28th December 2023: No objection subject to the imposition of conditions relating to:
- Construction Hours
 - Piling
 - Informative relating to; air source heat pump, demolition, disturbance to neighbours, statutory nuisance action.
- 6.21 **Local Highway Authority – No Objection**
- 6.22 *Comment dated 24th May 2023:* Request the application be refused for the following reason:
- Applicant fails to provide a drawing showing the required inter-visibility splays to demonstrate suitable access can serve the development.
- 6.23 *Comment dated 9th August 2023:* Proposal is acceptable subject to the following conditions:

- The first 10m from the boundary of the public highway into the site shall be constructed using a bound material.
- The vehicular access shall be a minimum width of 5m for a minimum of 10m measured from the boundary of the public highway.
- The access shall be constructed so that it falls and levels that no private water from the site drains across or onto the public highway.
- The existing southern access to Clayhithe Road shall be permanently and effectively closed to motor vehicles.
- The vehicular accesses shall be laid and constructed in accordance with Cambridgeshire County Councils Construction Specification.
- An informative relating to works within public local highway land.

6.24 Ramblers Association – No Objection

6.25 No objection to the proposal subject to the following comments:

- The access for pedestrians to the footpath needs to be made clear in the plans and will need to be maintained throughout building works.
- The access point from the road will need to be waymarked.

6.26 Sustainable Drainage Engineer – No Objection

6.27 The development proposed is acceptable subject to the imposition of the conditions outlined below:

- Submission of a Surface Water Scheme
- Submission of a Management and Maintenance scheme for the surface water drainage system.
- Submission of Foul drainage Scheme.

6.28 Trees – No Objection

6.29 No objection to the proposed works.

7.0 Third Party Representations

7.1 4 representations have been received.

7.2 One comment was received in objection. The third-party representative removed their objection in favour of a comment in support.

7.3 Those in support have given the following reasons:

- Principle of development refusal is illogical in a climate where there is a housing crisis.
- There is interest in the houses being proposed.
- A 2 dwelling scheme
- To impose a limit of 2 dwellings only would result in inappropriate development.

- Two dwellings would be too large in size.
- Two appropriately sized dwellings would result in redundant buildings.
- Two dwellings would create an elitist development
- The existing buildings are unused and derelict.
- Application is being refused on policy S/11 is a huge error.
- The dwellings would secure the long-term use of good quality historic buildings.
- Proposal would provide housing within reach of employment centres.
- The development would secure population consolidation within the existing village envelope.
- The scheme would enhance the village.
- The buildings are listed and therefore cannot be demolished, the prospects for any alternative use are limited. The buildings may fall into disrepair over time and become derelict. The proposal would avoid this.
- Proposal is of high-quality design.
- Two dwellings would not be commercially viable.
- Secure population consolidation within the existing village envelope.

7.4 A representation was received from the Country Land and Business Association. The representation can be summarised as follows:

- The proposed development would represent a form of sustainable development which will see a viable use of agricultural buildings that are not longer being used for this purpose.
- The proposal would contribute to the rural housing need.
- Paragraph 83 of the National Planning Policy Framework 2023 (NPPF) states that housing should be located where it will 'enhance or maintain the vitality of rural communities' in order to promote sustainable development.
- Paragraph 84 of the NPPF states that planning decisions should avoid the development of isolated homes in the countryside. Whilst the application site forming this planning application does not comprise an isolated site, the proposal is considered compliant with the requirements of the redevelopment of rural sites.
- The proposals are sympathetic in design would represent a sympathetic reuse of a former agricultural enterprise.
- The proposal would provide housing in Horningsea which is in sustainable location to allow for ease of access to the city centre and surrounding services in Milton and Fen Ditton.
- Policy S/11 allows for the development of larger sites of no more than 8 dwellings when a brownfield site will be sustainably recycled. Whilst the site is not brownfield land, the site is no longer being used for agricultural purposes. Farming has modernised at a rapid pace over the past 30-40 years resulting in many agricultural buildings becoming unsuitable for the larger machinery now being

used in the agricultural sector. Additionally, agricultural transition following Brexit, many farmers are seeking alternative income away from farming, producing more redundant agricultural buildings and sites. The proposal invites a positive development of the site.

- The site does not benefit from permitted development rights as the site comprises of curtilage listed buildings, however despite PD rights not being applicable here, the Part 3 Class Q right allows for development of a similar scale in a less sustainable location. The proposal is in a sustainable location.
- Policy H/17 supports the redevelopment of the site as it is in a sustainable location.
- Policy S/11 applies despite the restrictive nature of the policy.
- Paragraph 212 of the NPPF supports developments which seek to preserve elements in conservation areas. The proposal will enhance the residential use in Horningsea.

8.0 Member Representations

8.1 Cllr Cone has made a representation referring the application to Planning Committee and supporting the proposal on the following grounds:

- Local wide support from residents and Parish Councillors.

8.2 The above representations are a summary of the comments that have been received. Full details of all representations are available on the Council's website.

9.0 Assessment

9.1 Principle of Development

9.2 Policy S/2 of the Local Plan sets out the objectives of the Local Plan, which includes to provide land for housing in sustainable locations (criterion c) and to maximise potential for journeys to be undertaken by sustainable modes of transport including walking, cycling, bus and train (criterion f).

9.3 Policy S/3 of the Local Plan sets out that when considering development proposals, the Council will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework.

9.4 The site is located within the development framework boundary of Horningsea.

9.5 Policy S/7 of the Local Plan sets out that development and redevelopment of unallocated land and buildings within development frameworks will be permitted provided that:

- a) Development is of a scale, density and character appropriate to the location, and is consistent with other policies in the Local Plan; and

- b) Retention of the site in its present state does not form an essential part of the local character, and development would protect and enhance local features of green space, landscape, ecological or historic importance; and
 - c) There is the necessary infrastructure capacity to support the development;
- 9.6 Policy S/11 of the Local Plan identifies Horningsea as an Infill Village.
- 9.7 Policy S/11(2) states that residential development and redevelopment within the development framework of infill villages will be restricted to a size of no more than 2 dwellings (indicative in size).
- 9.8 Policy S/11(3) sets out that in very exceptional circumstances a slightly larger development (not more than about 8 dwellings) may be permitted where this would lead to the sustainable recycling of a brownfield site bringing positive overall benefit to the village.
- 9.9 The supporting text in paragraph 2.63 details that Infill Villages are generally amongst the smallest in South Cambridgeshire. These villages have a poor range of services and facilities, and it is often necessary for local residents to travel outside the village for most of their daily needs. These villages generally lack any food shops, have no primary school and may not have a permanent post office or a village hall or meeting place. Development on any scale would be unsustainable in these villages, as it will generate a disproportionate number of additional journeys outside the village.
- 9.10 Policy TI/2 of the Local Plan states that development must be located and designed to reduce the need to travel, particularly by car, and promote sustainable travel appropriate to its location.
- 9.11 The proposal seeks permission for the conversion of curtilage listed barns into 7 dwellings. The number of proposed dwellings exceeds the limit set out by Policy S/11(2) by 5 units and is therefore in direct conflict with the agreed level of development within this area as a matter of principle and would also conflict with the aims and objectives of Policies S/2, S/3, S/7 and TI/2 of the Local Plan, as noted above.
- 9.12 In defining an appropriate quantum of development, Policy S/11(2) also stipulates the type of development which constitutes acceptable development in an Infill Village. Policy S/11(2.d) refers to the conversion or redevelopment of a non-residential building where this would not result in a loss of local employment.
- 9.13 The applicant has submitted a supporting agricultural statement, which states the farm buildings have remained unused since 2021, when the last occupant concluded their tenancy at the site. A structural report was submitted, which states the structures are of sound condition to allow for the conversion to take place but does not state the structures are not suitable for its original purpose.

- 9.14 Officers acknowledge that it is not uncommon to convert these types of buildings into residential uses, and the applicant has stated the buildings are not fit for modern day agriculture. However, the applicant has not demonstrated the proposed conversion would not result in a loss of employment. Although vacant, the buildings were used for employment in the agricultural industry and therefore a demonstration of how this conversion would not result in a loss of local employment would be required to fully satisfy Policy S/11(2.d).
- 9.15 As set out above, Policy S/11(3) deals with the potential redevelopment of a brownfield site, allowing for not more than about 8 dwellings to be developed that brings positive overall benefit to the village.
- 9.16 The site was previously used for agriculture, this land use does not constitute brownfield land and therefore would not qualify for the additional proposed dwellings allowed under Policy S/11(3). Furthermore, this part of the policy states more dwellings could be considered in 'exceptional circumstances'; officers do not consider that the applicant has demonstrated exceptional circumstances for the redevelopment of the site, in addition to the site not being brownfield land.
- 9.17 The proposed development would represent an overdevelopment of the site and is not considered to promote a sustainable form of development that could be adequately supported by the local infrastructure and reduce the need of future occupants to travel by car for daily needs.
- 9.18 The principle of the development is therefore unacceptable and contrary to policies S/2, S/3, S/7, S/11, and TI/2 of the South Cambridgeshire Local Plan.
- 9.19 Green Belt**
- 9.20 Paragraph 152 of the NPPF states that inappropriate development is, by definition, harmful to the Green Belt and should not be approved except in very special circumstances.
- 9.21 Paragraph 153 states that local planning authorities should ensure that substantial weight is given to any harm to the Green Belt and that 'very special circumstances' will not exist unless the potential harm to the Green Belt by reason on inappropriateness, and any other harm resulting from the proposal, is clearly outweighed by other considerations.
- 9.22 Paragraph 154 states that the construction of new buildings should be regarded as inappropriate, however, it does allow the provision for exceptions.
- 9.23 Paragraph 155 states that other forms of development are not inappropriate in the Green Belt provided they preserve its openness and do not conflict with the purposes of including land within it.

- 9.24 Policy S/4 of the South Cambridgeshire Local Plan (2018) aligns with the NPPF advice and Policy NH/8 seeks to ensure that the proposals are located and designed so that they do not have an adverse effect on the rural character and openness of the Green Belt and that appropriate landscaping is secured within and on the edge of Green Belt boundaries.
- 9.25 The application site is located adjacent to the Green Belt; Green Belt land is located to the north and east of the site. The site does not see the addition of excessive built form but the conversion of structures that are present. Officers acknowledge that the proposal will generate more car movements and will allow for the presence of residential paraphernalia (i.e., parked cars, garden areas). However, as the site is not located in the Green Belt and the proposal does not seek permission for a significant increase in built form, officers do not consider the proposal would result in an adverse impact on the Green Belt.
- 9.26 The proposal is therefore compliant with paragraphs 152-155 of the NPPF and Policies S/4 and NH/8 of the South Cambridgeshire Local Plan (2018).
- 9.27 Design, Layout, Scale and Landscaping**
- 9.28 Policy HQ/1 'Design Principles' provides a comprehensive list of criteria by which development proposals must adhere to, requiring that all new development must 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.
- 9.29 Policies NH/2, NH/6 and SC/9 are relevant to the landscape and visual impacts of a proposal. Together they seek to permit development only where it respects and retains or enhances the local character and distinctiveness of the local landscape and its National Character Area.
- 9.30 The District Design Guide SPD (2010) and Landscape in New Developments SPD (2010) provide additional guidance. The NPPF provides advice on achieving well-designed places and conserving and enhancing the natural environment.
- 9.31 The existing farm buildings consist of structures from the 19th Century, with elevations of gault brick with later 20th Century corrugated cladded additions. The proposal seeks to re-use the structures where possible to provide 7 dwellings. The courtyards between the barns have been used as a central point when converting the structures to keep the existing appearance with minimal domesticated private gardens. The properties will be separated by a mixture of fencing, brick walls and hedging.
- 9.32 Plots 1 to 5 will remain within the existing fabric of the building, retaining the appearance and character of the barns. Plot 6 will remain relatively untouched apart from the inclusion of a glazed screen to behind the front row of existing structural posts.

- 9.33 Plot 7 is the building which will be changed the most. The existing structure is an open fronted barn with flanked side elevations. Where the existing structure is open, the elevations will be filled in with walls and windows. The plot has been designed to limit overlooking into the garden of plot 6. This was addressed by recessing the entrance area, creating a small courtyard space which allows for side facing first floor windows.
- 9.34 The overall appearance of the plots will retain the existing character of the barns. The compound is relatively hidden from the street scene and therefore will unlikely adversely impact the character of the area.
- 9.35 The impact of the proposal on the Conservation Area and heritage assets is considered later in this report.
- 9.36 Overall, the proposed development is considered to be of a high-quality design that would contribute positively to its surroundings and be appropriately landscaped. The proposal is compliant with South Cambridgeshire Local Plan (2018) policies HQ/1, NH/2, NH/6, and SC/9 and the NPPF.

9.37 Trees

- 9.38 Policies NH/2, NH/4 and HQ/1 seek to preserve, protect and enhance existing trees and hedges. Para. 136 of the NPPF seeks for existing trees to be retained wherever possible.
- 9.39 In its current state, the site does not benefit from trees or other notable specimens of vegetation. As the proposal is to convert several barns on the site (apart from barn 3 which will need to be dismantled due to the dilapidated structure), it is therefore unlikely that any existing trees will be impacted by the footprint of the dwellings on site.
- 9.40 The Council's Tree Officer has advised that there are no arboricultural concerns with the development.
- 9.41 Subject to conditions as appropriate to secure soft landscape details and planting, the proposal would accord with policies NH/2, NH/4, HQ/1 of the Local Plan.

9.42 Heritage Assets

- 9.43 The application falls within the Hovingsea Conservation Area. The application is within the setting of the Manor House (Grade II) listed building.
- 9.44 Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that a local authority shall have regard to the desirability of preserving features of special architectural or historic interest, and in particular, Listed Buildings. Section 72 provides that special attention shall

be paid to the desirability of preserving or enhancing the character or appearance of a Conservation Area.

- 9.45 Para. 205 of the NPPF set out that when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation, and the more important the asset, the greater the weight should be. Any harm to, or loss of, the significant of a heritage asset should require clear and convincing justification.
- 9.46 Policy NH/14 of the South Cambridgeshire Local Plan (2018) requires development affecting heritage assets to sustain or enhance the character and distinctiveness of those assets. Policy HQ/1 states that all new development must be compatible with its location in terms of scale, density, mass, form, siting, design, proportion, material, texture and colour in relation to the surrounding area.
- 9.47 The Manor House is Grade II listed and given the proximity of the farm buildings in relation to the asset, the barns are curtilage listed. The Manor House was sold separately to the barns.
- 9.48 The Conservation Officer has advised that the proposals are supported in Conservation terms as the scale and the massing of the existing buildings will be retained. Internally a lot of the remaining farm-use fittings will need to be removed for the conversions to be implemented successfully, although it is encouraged that the applicants retain those elements, i.e., the hay feeders, timber stall dividers, and use them in a decorative manner if they are not able to be used structurally, to retain that agricultural heritage. Such detailing could be reserved by condition.
- 9.49 There are many structural timbers, for example the rafters, which the Council's Conservation Officer advises should be retained in the new residential units and if possible be visible within the spaces. It is noted that many external features are to be retained, for example the sliding doors and the 'diamond' ventilation openings. The new windows that are needed in various units would be of appropriate size for the building, not being overly enlarged or out of proportion for the design of the buildings. Where new windows are being proposed, the rhythm works with the existing, albeit smaller, openings in those elevations. Details of the windows to be inserted could be secured by condition, including the materials and the depth of the framing and glazing; having the glass set back behind the timber supports retains the open character of the cart-lodges.
- 9.50 The building that will be most changed is unit 7. The proposed treatment of that structure retains the wall and the design of the roof. The infill to the front elevation combines the brick and timber that is seen within the farmyard. Officers consider this to be acceptable.
- 9.51 Although there is an opportunity for new planting, the farmyard aesthetic needs to be retained as far as possible. The proposed landscape

plan shows amenity spaces for each plot and the division of the space by the use of hedging and brick walls in what will become courtyards rather than farmyards. Where possible these divisions should remain low level to retain an overall farmyard character, details of which could be secured by condition.

- 9.52 A listed building application has also been submitted for the proposed development, which is required for internal and external alterations to facilitate the conversion of vacant farm buildings (23/01582/LBC). Conditions to secure appropriate detailing with regard to avoiding harm to the special interest of the listed building would be attached separately to that consent.
- 9.53 Overall, it is considered that the proposal, by virtue of its scale, massing and design, would not harm the character and appearance of the Conservation Area or the setting of listed buildings, with the imposition of conditions to secure final detailing as part of any consent. The proposal would not give rise to any harmful impact on the identified heritage assets and is compliant with the provisions of the Planning (LBCA) Act 1990, the NPPF and Local Plan policies HQ/1 and NH/14.
- 9.54 Carbon Reduction and Sustainable Design**
- 9.55 The Councils' Sustainable Design and Construction SPD (2020) sets out a framework for proposals to demonstrate they have been designed to minimise their carbon footprint, energy and water consumption and to ensure they are capable of responding to climate change as required by policy CC/1.
- 9.56 Policy CC/3 'Renewable and Low Carbon Energy', requires that Proposals for new dwellings and new non-residential buildings of 1,000m² or more will be required to reduce carbon emissions by a minimum of 10% through the use of on-site renewable energy and low carbon technologies.
- 9.57 Policy CC/4 'Water Efficiency' requires that all new residential developments must achieve as a minimum water efficiency to 110 litres pp per day and for non-residential buildings to achieve a BREEAM efficiency standard equivalence of 2 credits. Paras 152 – 158 of the NPPF are relevant.
- 9.58 As stated within the Design and Access Statement, the dwellings will be fitted with upgraded insulation within the walls, floor and roof cavity. Air source heat pumps will be used throughout the compound which will provide the energy required for heating and hot water uses. Limited information has been given in relation to water consumption on site, although appropriate details could be secured via condition as part of any consent.

9.59 Subject to conditions, the proposal would be compliant with Local Plan policies CC/1, CC/3 and CC/4 and the Greater Cambridge Sustainable Design and Construction SPD 2020.

9.60 Biodiversity

9.61 The Environment Act 2021 and the Councils' Biodiversity SPD (2022) require development proposals to deliver a net gain in biodiversity following a mitigation hierarchy which is focused on avoiding ecological harm over minimising, rectifying, reducing and then off-setting. This approach accords with policy NH/4 which outlines a primary objective for biodiversity to be conserved or enhanced and provides for the protection of Protected Species, Priority Species and Priority Habitat.

9.62 The application has been subject to formal consultation with the Council's Ecology Officer, who raises no objection to the proposal and recommends several conditions to ensure the protection of species and the estimated biodiversity net gain is delivered.

9.63 In consultation with the Council's Ecology Officer, subject to appropriate conditions, officers are satisfied that the proposed development complies with policy NH/4, the Biodiversity SPD 2022, the requirements of the Environment Act 2021 and 06/2005 Circular advice.

9.64 Water Management and Flood Risk

9.65 Policies CC/7, CC/8 and CC/9 of the Local Plan require developments to have appropriate sustainable foul and surface water drainage systems and minimise flood risk. Paras. 165 – 175 of the NPPF are relevant.

9.66 The site is in Flood Zone 1 and is therefore considered at low risk of flooding.

9.67 The applicants have submitted a Flood Risk Assessment. The assessment proposes attenuation into underground tank and discharge into existing watercourse at discharge rate of 5l/s. However, the BGS maps indicate that the underlying site geology is chalk, therefore in the absence of ground investigation and confirmation of the ground water levels, further information is required. This information can be attained via condition.

9.68 The Council's Sustainable Drainage Engineer has advised conditions relating to a scheme of surface and foul water drainage, and the maintenance plan of water drainage systems be imposed should the application be approved. The Drainage department have requested the following elements be addressed when submitting the details:

- Ground investigation to confirm infiltration rates and groundwater levels. Where infiltration is confirmed not to be feasible, we would have no objection to the currently presented drainage strategy.

- Hydraulic calculations for the whole network to demonstrate flooding does not occur.
- Invert level of the ditch and invert level of the outfall pipe.
- Condition and downward connectivity of existing ditch.
- Site layout should include location of the ditch.
- Details of existing SW sewer serving the Manor House and any proposed works to sewer.

9.69 The applicants have partially addressed the issues of water management and flood risk, and subject to conditions, the proposal would accord with Local Plan policies CC/7, CC/8, and CC/9 and NPPF advice.

9.70 Highway Safety and Transport Impacts

9.71 Policy HQ/1 states that proposals must provide safe and convenient access for all users and abilities to public buildings and spaces, including those with limited mobility or those with impairment such as sight or hearing.

9.72 Policy TI/2 requires developers to demonstrate adequate provision will be made to mitigate the likely impacts of the proposed development and, for larger developments, to demonstrate they have maximised opportunities for sustainable travel, and provided a Transport Assessment and Travel Plan.

9.73 Para. 115 of the NPPF advises that development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.

9.74 Access to the site would be provided to the east of the site. The eastern access will be new and has been designed to accommodate the additional movements in and out of the site. There is an existing access to the south of the site, but this access will be permanently closed as part of the application.

9.75 The Local Highways Authority have been consulted on this application and, following the submission of further information, have raised no objection the proposal subject to the imposition of conditions as outlined under paragraph 6.23 of this report.

9.76 Subject to conditions as applicable, the proposal would be acceptable in highway safety terms and accord with Policy HQ/1 and NPPF guidance.

9.77 Notwithstanding the in-principle conflict with Policy TI/2 with regard to promoting sustainable travel, the proposed development is not considered to give rise to harm to the highway network or require mitigation measures towards the transport network. The proposed development would therefore accord with policy TI/2 of the Local Plan and NPPF advice in this respect.

9.78 Cycle and Car Parking Provision

9.79 Policies HQ/1 and TI/3 set out that car and cycle parking provision should be provided through a design-led approach in accordance with the indicative standards set out in Figure 11 of the Local Plan. Cycle parking should be provided to at least the minimum standards.

9.80 Cycle Parking

9.81 TI/3 requires 1 cycle space per bedroom. The supporting text advises that for residential purposes cycle parking should be within a covered, lockable enclosure and that for houses this could be in the form of a shed or garage, for flats either individual lockers or cycle stands within a lockable, covered enclosure are required. All cycle parking should be designed and located to minimise conflict between cycles, pedestrians and vehicles.

9.82 Each dwelling benefits from cycle storage in accordance with policy TI/3 of the South Cambridgeshire Local Plan.

9.83 Car Parking

9.84 TI/3 requires 2 spaces per dwelling – 1 space to be allocated within the curtilage. The supporting text to the policy advises that the Council will encourage innovative solutions such as shared parking areas, for example where there are a mix of day and night uses, car clubs and provision of electric charging points and that a developer must provide clear justification for the level and type of parking proposed and will need to demonstrate they have addressed highway safety issues.

9.85 Each dwelling benefits from a minimum of 2 spaces each. The proposal is compliant with parking standards.

9.86 The Greater Cambridge Sustainable Design and Construction SPD outlines the standards for EV charging at one slow charge point for each dwelling with allocated parking, one slow charge point for every two dwellings with communal parking (at least half of all non-allocated parking spaces) and passive provision for all the remaining car parking spaces to provide capability for increasing provision in the future.

9.87 Each dwelling will benefit from a charging point providing a 7kW supply.

9.88 Subject to conditions to secure appropriate parking details, the proposal is considered to accord with policies HQ/1 and TI/3 of the Local Plan and the Greater Cambridge Sustainable Design and Construction SPD.

9.89 Amenity

9.90 Policy HQ/1 (n), sets out that proposals must protect the health and amenity of occupiers and surrounding uses from development that is overlooking, overbearing or results in a loss of daylight or development

which would create unacceptable impacts such as noise, vibration, odour, emissions and dust.

9.91 The District Design Guide 2010 advises that to prevent the overlooking of habitable rooms to the rear of residential properties and rear private gardens, it is preferable that a minimum distance of 15m is provided between the windows and the property boundary. For two storey residential properties, a minimum distance of 25m should be provided between rear or side building faces containing habitable rooms, which should be increased to 30m for 3 storey residential properties. It advises that a 12 metre separation is allowed where blank walls are proposed opposite the windows to habitable rooms.

9.92 Neighbouring Properties

Impact on The Manor, Dock Lane

9.93 The Manor is a Grade II listed building which is located circa 11m to the south of the site. The Manor is 22m from the window which serves the living area of plot 1 which is north of the dwelling. Plot 1 is the only dwelling which will benefit from two floors, which is the closest to this property. No windows have been proposed on the side elevation of plot 1 at first floor, windows proposed at this level overlooks the courtyard belonging to plot 1 and the rear garden under the same ownership. Officers do not consider the conversion of the existing built form will adversely impact the neighbouring amenity nor will the conversion overbear the occupants on The Manor.

Impact on No. 1 Manor Cottage, Clayhithe Road

9.94 1 Manor cottage is located on the boundary of the site (south east). Plot 6 will be located on the boundary of this property. 8 high level obscure windows have been proposed on the rear elevation of plot 6 at ground and first floor, windows proposed at this level overlook internal infrastructure of the wider site. Plot 6 will remain relatively untouched apart from the inclusion of a glazed screen to behind the front row of existing structural posts.

9.95 Plot 7 is located 8.7m to the west of the site, the southern aspect of the building benefits from a high level first floor window and a larger window serving a bedroom on the ground floor, the middle section of the plot will benefit from windows on both floors to serve the foyer and landing. Due to the location of these windows and the rooms they serve, officers do not consider overlooking into the garden of no.1 Manor Cottage will be adverse.

Impact on No. 2 Manor Cottage, Clayhithe Road

9.96 2 Manor cottage is located on the boundary of the site (south east). Plot 6 will be located on the boundary of this property. 8 high level obscure windows have been proposed on the rear elevation of plot 6 at ground and first floor, windows proposed at this level overlook internal infrastructure of the wider site. Plot 6 will remain relatively untouched apart from the

inclusion of a glazed screen to behind the front row of existing structural posts. Officers do not consider the conversion of the existing built form will adversely impact the neighbouring amenity nor will the conversion overbear the occupants on 2 Manor Cottage.

Impact on Old Tiles, Clayhithe Road

9.97 The Old Tiles is located to the northeast of the site (4.5m from the site boundary, 9.9m from plot no. 6). A large obscure window has been proposed on the north-east elevation of plot 6, this window would be visible from the rear garden of the Old Tiles. The window will serve a home office. Despite the proximity between the dwellings, as the window is obscured, officers do not consider views can be achieved into the rear garden of the Old Tiles. Where windows have been obscured a condition should be imposed to ensure compliance.

Conclusion

9.98 The proposed development is not considered to result in significant harm to the amenities of neighbouring properties by way of a significant loss of light, loss of privacy or overbearing impact. Where obscure glazing is proposed, this detailing could be secured by condition.

Future Occupants

9.99 Policy H/12 of the Local Plan states that new residential units will be permitted where their gross internal floor areas meet or exceed the Government’s Technical Housing Standards – Nationally Described Space Standard (2015) or successor document.

9.100 The gross internal floor space measurements for units in this application are shown in the table below:

Unit	Number of bedrooms	Number of bed spaces (persons)	Number of storeys	Policy Size requirement (m ²)	Proposed size of unit	Difference in size
1	4	7	2	115	224	+109
2	3	4	1	74	122	+48
3	4	6	2	106	211	+105
4	4	5	2	97	200	+103
5	2	3	1	61	110	+49
6	3	4	2 (Mezzanine)	84	161	+77
7	3	6	2	102	139	+37

9.101 It should be noted that bedroom 4 of plot 4 measures as a single bedroom only and has been counted as such in the table above, bedrooms 2 and 3 of plots 6 have been measured as single bedrooms and bedroom 3 of plot 7 is not compliant with bedroom standards and is therefore not been counted. However, as the buildings are being converted and cannot be considered new builds, the internal residential space standards do not apply.

- 9.102 Officers consider as the proposed dwellings size overall exceed space standards, the proposed dwellings will be of sufficient size and would serve as adequate dwellings.
- 9.103 Garden Size(s)
- 9.104 The District Design Guide 2010 advises that each one or two-bedroom house should have private garden space of 40m² in urban settings and 50m² in rural settings; whilst each house with 3 bedrooms or more should have private garden space of 50m² in urban settings and 80m² in rural settings. Ground floor apartments should have a minimum of 10m² private amenity space immediately outside their living accommodation, or use of a communal garden, where 25m² is allowed for each apartment. Upper floor apartments should have use of a private balcony, of a minimum of 3m², plus use of a communal garden, where 25m² is allowed for each apartment.
- 9.105 The plots will benefit from the following garden sizes:
- Plot 1: 111m²
 - Plot 2: 129m²
 - Plot 3: 128m²
 - Plot 4: 94m²
 - Plot 5: 150m²
 - Plot 6: 238m²
 - Plot 7: 133m²
- 9.106 Each property would benefit from a private garden area or communal amenity space which would meet or exceed the recommendations of the Council's District Design Guide.

Construction and Environmental Health Impacts

- 9.107 The land contamination, air quality, noise and vibrational impacts associated with the construction and occupation of the site are addressed by Local Plan policies CC/6 'Construction Methods', CC/7 'Water Quality', SC/9 'Lighting Proposals', SC/10 'Noise Pollution', SC11 'Contaminated Land', SC/12 'Air Quality' and SC/14 'Odour'. Paragraphs 189 - 194 of the NPPF are relevant.
- 9.108 The application has been subject to formal consultation with the Council's Contaminated Land Team and Environmental Health Team, who raise no objection to the proposed development, as set out above.
- 9.109 The proposal is considered acceptable in Contamination and Environmental Health terms, subject to the conditions as recommended by the relevant technical officers as part of any consent.
- 9.110 Summary

9.111 The proposal adequately respects the amenity of its neighbours and of future occupants. Subject to conditions, the proposal is compliant with policy HQ/1 and the District Design Guide 2010. The associated construction and environmental impacts would be acceptable in accordance with policies CC/6, CC/7, SC/9, SC/10, SC/12, and SC/14 of the Local Plan.

9.112 Other Matters

Bins

9.113 Properties 1, 2 and 5 show bin provision outside while all other properties will benefit from a bin store. The bins allocated to plot 1 within the walkway to the courtyard belonging to plot 1, this leaves the walkway a width of 900mm for access. Appendix E of the submitted Transport Statement provides tracking details of how refuse lorries will enter and exit the site. The tracking details are considered acceptable. However, the applicant has stated the access into the site will be gravel, officers consider this to be an unsuitable surface material for refuse lorries to drive on but further details of hard landscaping could be achieved via condition.

Broadband Provision

9.114 Local Plan policy TI/10 'Broadband' requires new development to contribute towards the provision of infrastructure suitable to enable the delivery of high-speed broadband services across the District. A condition could be imposed to ensure this provision.

9.115 Planning Balance

9.116 Planning decisions must be taken in accordance with the development plan unless there are material considerations that indicate otherwise (section 70(2) of the Town and Country Planning Act 1990 and section 38[6] of the Planning and Compulsory Purchase Act 2004).

Summary of harm

9.117 The proposal is in direct conflict of policies S/2, S/3, S/7, S/11 and TI/2 of the South Cambridgeshire Local Plan as a matter of principle; therefore, officers are unable to accept the principle of the development as being suitable.

9.118 The development would represent overdevelopment of the site and is not considered to provide a sustainable form of development that could be adequately supported by the local infrastructure and reduce the need of future occupants to travel by car for daily needs. Furthermore, the applicant has failed to demonstrate the buildings are no longer fit for agricultural activities and have not put forward any special circumstances as to why policy S/11 should not apply to this development.

Summary of benefits

- 9.119 The development would see the re-use of structures to provide housing, of an appropriate design, responsive to heritage assets and neighbouring properties.

Conclusion

- 9.120 Having taken into account the provisions of the development plan, NPPF and NPPG guidance, the statutory requirements of section 66(1) and section 72(1) of the Town and Country Planning (Listed Buildings and Conservation Areas) Act 1990, the views of statutory consultees and wider stakeholders, as well as all other material planning considerations, the proposed development is recommended for Refusal.

10.0 Recommendation

10.1 Refuse for the following reason(s):

1. The proposal, by virtue of the number of dwellings proposed, would be in direct conflict with Policy S/11 of the South Cambridgeshire Local Plan (2018) and provide a quantum of development that is not appropriate to its location. The site is not a brownfield site and no exceptional circumstances have been provided to justify the number of dwellings proposed.

The proposed development would represent an overdevelopment of the site and would fail to promote a sustainable form of development that could be adequately supported by the local infrastructure and reduce the need of future occupants to travel by car for daily needs, generating a disproportionate number of additional journeys outside the village of Horningsea.

The proposal is therefore contrary to Policies S/2, S/3, S/7, S/11, and TI/2 of the South Cambridgeshire Local Plan 2018.

Background Papers:

The following list contains links to the documents on the Council's website and / or an indication as to where hard copies can be inspected.

- South Cambridgeshire Local Plan 2018
- South Cambridgeshire Local Development Framework SPDs

Agenda Item 8



Planning Committee Date	14 February 2024
Report to	South Cambridgeshire District Council Planning Committee
Lead Officer	Joint Director of Planning and Economic Development
Reference	23/04804/HFUL
Site	24 South Road, Great Abington
Ward / Parish	Linton / Great Abington
Proposal	Single storey side extension together with internal alterations
Applicant	Mr And Mrs Christodoulides
Presenting Officer	Melissa Reynolds
Reason Reported to Committee	Application submitted by relatives of an officer of the Council
Member Site Visit Date	N/A
Key Issues	1.Principle of development 2.Great Abington former Land Settlement
Recommendation	APPROVE subject to conditions

1.0 Executive Summary

- 1.1 The application seeks planning permission for a single-storey side extension together with internal alterations.
- 1.2 The proposal is not considered to result in any undue harm to the character and appearance of the area or result in undue harm to the amenity or living conditions of neighbouring properties. The Public Right of Way will not be unduly affected.
- 1.3 Officers recommend that the Planning Committee approve the proposal, subject to conditions.

2.0 Site Description and Context

None relevant		Tree Preservation Order	
Conservation Area		Local Nature Reserve	
Listed Building		Flood Zone 1	X
Building of Local Interest		Green Belt	
Historic Park and Garden		Protected Open Space	
Scheduled Ancient Monument		Outside Development Framework	X
Local Neighbourhood and District Centre		Article 4 Direction	

*X indicates relevance

- 2.1 The application site is a large residential plot, measuring approximately 0.32 hectares, within the Great Abington former Land Settlement Association Estate. It is located to the southwest of South Road with access off this private road through the estate. The area is characterised by small holdings with outbuildings located to the side of dwellings, and some with glasshouses. The area has a spacious, rural character.
- 2.2 The site comprises a detached dormer-style house, with a mixed hipped and gabled, plain tiled roof. The house has previously been extended by way of a two storey side extension, front porch, and a rear conservatory.
- 2.3 The house is set back from the road, screened by a mature beech hedge to the frontage. To the southeast of the site are two large outbuildings, beyond which, to the southeast, is a treed area adjacent to the boundary. Car parking is to the front and side of the dwelling.
- 2.4 Adjacent to the house is a group of garden trees comprising birch and sycamore maples.
- 2.5 Land of the north, south and west of the site is in agricultural use. Opposite the site, the northeast is gardens to plots 35 and 36 South Road and an access track to land north of these that is in use for horticulture and is covered in glasshouses.

3.0 The Proposal

3.1 Single storey side extension together with internal alterations.

3.2 The proposal is to extend the existing house on its south-eastern side with single-storey, hipped roof projection. This will include two no. rooflights in the south-eastern roof slope. A doorway from the existing kitchen / dining room will be created to provide access through form the house. The extension will measure approximately 2.7m (width), 6.6m (depth), and 2.6m (eaves height) / 3.6m (ridge height).

4.0 Relevant Site History

Reference	Description	Outcome
S/0953/09/F	Conservatory	Permitted
S/2100/88/F	Extension	Permitted

5.0 Policy

5.1 National

National Planning Policy Framework 2023
National Planning Practice Guidance
National Design Guide 2021
Environment Act 2021
Circular 11/95 (Conditions, Annex A)

5.2 South Cambridgeshire Local Plan 2018

S/1 – Vision
S/2 – Objectives of the Local Plan
S/3 – Presumption in Favour of Sustainable Development
S/7 – Development Frameworks
H/13 – Extensions to Dwellings in the Countryside
HQ/1 – Design Principles
NH/4 – Biodiversity

5.3 Neighbourhood Plan

Great Abington Former Land Settlement Association (LSA) Estate
Neighbourhood Plan (Made 21 Feb 2019)

5.4 Supplementary Planning Documents

Biodiversity SPD – Adopted February 2022
Sustainable Design and Construction SPD – Adopted January 2020
Cambridgeshire Flood and Water SPD – Adopted November 2016

- 5.5 The following SPDs were adopted to provide guidance to support previously adopted Development Plan Documents that have now been superseded by the South Cambridgeshire Local Plan 2018. These documents are still material considerations when making planning decisions, with the weight in decision making to be determined on a case-by-case basis:

District Design Guide SPD – Adopted March 2010

Trees and Development Sites SPD – Adopted January 2009

6.0 Consultations

- 6.1 No responses received.

7.0 Third Party Representations

- 7.1 No representations have been received.

8.0 Member Representations

- 8.1 Not applicable.

9.0 Local Interest Groups and Organisations / Petition

- 9.1 **Ramblers Association** – No objections. Care is to be taken during building / construction to maintain a safe access to the adjacent PROW and to make good any damage to its surface.

- 9.2 The above representation is a summary of the comments that have been received. Full details of the representation is available on the Council's website.

10.0 Assessment

10.1 Principle of Development

- 10.2 Policy S/7 of the Local Plan states that outside development frameworks, only allocations within Neighbourhood Plans that have come into force and development for agriculture, horticulture, forestry, outdoor recreation, and other uses which need to be located in the countryside or where supported by other policies in this plan will be permitted.

- 10.3 The supporting text to policy S/7 sets out the development frameworks define where policies for the built-up areas of settlements give way to policies for the countryside. This is necessary to ensure that the countryside is protected from gradual encroachment on the edges of villages and to help guard against incremental growth in unsustainable locations.

- 10.4 The application site is outside of the Great Abington development framework, in the countryside. The proposal must be assessed against Policy H/13 to establish if it will have an acceptable impact upon the countryside. In addition, Policy GAL/1: extensions to and Rebuilding of Original Dwellings (including those that have been rebuilt) of the made Neighbourhood Plan is relevant.
- 10.5 **Design, Layout, Scale and Landscaping**
- 10.6 Policy HQ/1 ‘Design Principles’ provides a comprehensive list of criteria by which development proposals must adhere to, requiring that all new development must be of high-quality design, with a clear vision as to the positive contribution the development will make to its local and wider context. It sets out detailed criteria to ensure high quality design is delivered as part of new development, seeking to ensure development is appropriate to its context in terms of scale, mass, form, design, siting, landscaping, and materials.
- 10.7 Given the size of the plot, the scale, massing, materials, and in-keeping design of the proposed extension, it is proportionate and in keeping with the character of the wider area and of an acceptable and appropriate quality in its context.
- 10.8 The proposal is compliant with Local Plan policy HQ/1.
- 10.9 Noting that the site is an extension to a dwelling in the countryside, Policy H/13 is applicable. This sets out criteria against which proposals are to be considered:

The development would not create a separate dwelling or be capable of separation from the existing dwelling	Accords
The extension is in scale and character with the existing dwelling and would not materially change its impact on its surroundings	Accords
The existing home is of permanent design and construction	Accords
If in the Green Belt that the extension would not result in a disproportionate addition to the original dwelling	n/a
If the original dwelling is subject to an occupancy condition, it must be demonstrated that the resultant dwelling can be supported by the viability of the site/holding or rural enterprise and that the cost of its occupation would not be unaffordable to workers employed in agriculture, forestry or another business where a rural location is essential.	n/a

- 10.10 The proposal is compliant with Local Plan policy H/13.
- 10.11 Policy GAL/1: Extensions to and Rebuilding of Original Dwellings (including those that have been rebuilt) of the made Neighbourhood Plan

supports extensions to original dwellings as at the 1983 baseline and/or the replacement of original dwellings as at the 1983 baseline (as shown on Maps 1 and 2) subject to the criteria considered below:

The design of the dwelling, its landscaping and size are sensitive to the open and rural character of the Land Settlement, recognising and reinforcing the defining characteristics of the area (see Character Assessment)	Accords
The resulting dwellings complement dwellings nearby in particular the external appearance of all four walls should be brick, washed concrete or timber; windows and doors should be of a traditional simple design; roofs will be in keeping with the existing styles (gabled, half hipped, gambrel) with traditional tiles	Accords
The existing uniformity in the layout of the buildings along the road, a key characteristic being the regular separations of open land between holdings, is retained	Accords
All extended or replacement dwellings are set back from the roads at least as far as the original dwelling but not significantly further back and within the build line identified on Maps 1 and 2	Accords
Residential amenity of neighbouring properties and future occupiers of proposed development will not be adversely affected; and	Accords
The height of the original dwelling is not exceeded	Accords
No completed dwelling will have a gross internal floor area exceeding 300 square metres. Exceptions to this apply in the case of a replacement dwelling where the dwelling being replaced already exceeds 300 square metres; in such cases the replacement dwelling should not exceed the size of this existing dwelling	Accords
New ancillary buildings (e.g. garages) must be subservient to the dwelling it serves and not impact adversely on the open and rural character of the Land Settlement	n/a

10.12 The application proposals accord fully with the criteria set out in Policy GAL/1.

10.13 **Amenity**

10.14 Policy HQ/1 (n), sets out that proposals must protect the health and amenity of occupiers and surrounding uses from development that is overlooking, overbearing or results in a loss of daylight or development which would create unacceptable impacts such as noise, vibration, odour, emissions, and dust.

10.15 No objections have been received from neighbouring occupiers. A site visit has been undertaken. Given the adjacent context, location, size, and

design of the proposal it is unlikely to give rise to any significant amenity impacts in terms of overlooking, loss of daylight, enclosure, or other environmental impacts. The proposal is compliant with Local Plan policy HQ/1.

10.16 The proposal adequately respects the amenity of its neighbours and of future occupants. The proposal is compliant with policy HQ/1 and the District Design Guide 2010.

10.17 **Other Matters**

Public Rights of Way

10.18 Public Right of Way no. 3/7 runs along South Road. The Ramblers Association has noted that care should be taken during building / construction to maintain a safe access to the adjacent PROW and to make good any damage to its surface.

10.19 The extension is well away from the road, which is the Public Right of Way, behind a mature boundary hedge. Construction traffic for a small extension is likely to be limited and it is not anticipated that any undue impact will arise.

10.20 **Planning Balance**

10.21 Planning decisions must be taken in accordance with the development plan unless there are material considerations that indicate otherwise (section 70(2) of the Town and Country Planning Act 1990 and section 38[6] of the Planning and Compulsory Purchase Act 2004).

10.22 The scale, scale, and design of the proposed scheme is considered to be appropriate for the application site, proposals accord fully with the criteria set out in Policy GAL/1 of the neighbourhood plan.

10.23 The proposal is not considered to allow for any adverse impact on public right of way no. 3/7. Additionally, it is considered that the proposed development would not cause any harm to the amenity of neighbouring properties.

10.24 Having taken into account the provisions of the development plan, NPPF and NPPG guidance, the views of statutory consultees and wider stakeholders, as well as all other material planning considerations, the proposed development is recommended for approval.

11.0 **Recommendation**

11.1 **Approve** subject to:

- The planning conditions as set out below with minor amendments to the conditions as drafted delegated to officers.

12.0 Planning Conditions

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: In accordance with the requirements of Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).

2. The development hereby permitted shall be carried out in accordance with the approved plans as listed on this decision notice.

Plans to be listed:

Location plan

968/04 (Proposed Plans)

968/05 (Proposed Elevations and Sections)

968/06 (Proposed Elevations and Cross Sections)

968/07 (Proposed Block Plan)

Reason: In the interests of good planning, for the avoidance of doubt and to facilitate any future application to the Local Planning Authority under Section 73 of the Town and Country Planning Act 1990.

Background Papers:

The following list contains links to the documents on the Council's website and / or an indication as to where hard copies can be inspected.

- South Cambridgeshire Local Plan 2018
- South Cambridgeshire Local Development Framework SPDs
- Neighbourhood Plan for the former Land Settlement Association's Estate at Great Abington 2018 to 2031

Agenda Item 9



Planning Committee Date	14 February 2024
Report to	South Cambridgeshire District Council Planning Committee
Lead Officer	Joint Director of Planning and Economic Development
Reference	23/03234/HFUL
Site	12 Silver Street, Litlington
Ward / Parish	Bassingbourn
Proposal	Existing outbuildings to be replaced with new Nissen style outbuilding.
Applicant	Mr M Barnett
Presenting Officer	John McAteer
Reason Reported to Committee	Application submitted by a member or officer of the Council
Member Site Visit Date	N/A
Key Issues	1. Design 2. Conservation Impacts
Recommendation	APPROVE subject to conditions

1.0 Executive Summary

- 1.1 The application seeks permission to replace several existing outbuildings with a new “Nissen Style” outbuilding.
- 1.2 The proposal is not considered to result in any undue harm to the character and appearance of the area or result in undue harm to the amenity or living conditions of neighbouring properties. The proposal would preserve the character and appearance of the adjacent Conservation Area and the setting of nearby listed buildings
- 1.3 Officers recommend that the Planning Committee approve the application.

2.0 Site Description and Context

None relevant		Tree Preservation Order	
Conservation Area	X	Local Nature Reserve	
Listed Building	X	Flood Zone 1	X
Building of Local Interest		Green Belt	
Historic Park and Garden		Protected Open Space	
Scheduled Ancient Monument		Outside Development Framework	part
Local Neighbourhood and District Centre		Article 4 Direction	

*X indicates relevance

- 2.1 12 Silver Street, is a Grade II listed building located within the development framework boundary and Conservation Area of the village of Litlington, with residential properties to the North and South, and Silver Street to the east. Nos.13 and 14 (Elmlea) to the northeast form a Grade II Listed Building.
- 2.2 The site has a large curtilage to the west of the main dwelling, which extends beyond the development framework and conservation area boundaries. The proposed replacement outbuilding is sited within the curtilage of no.12 Silver Street but located outside of the development framework and conservation area boundary, both of which abut the proposed outbuilding on its eastern flank.

3.0 The Proposal

- 3.1 The application seeks planning permission for the replacement of existing outbuildings with a new Nissen style outbuilding.
- 3.2 The proposed outbuilding would be sited behind the body of the dwelling on an area currently occupied by a canvas store and small shed. This area falls within the curtilage of the listed building.

4.0 Relevant Site History

Reference	Description	Outcome
S/2034/13/LB	Repair brick facade roof eaves & fascia gutter windows and south gable end	Withdrawn

5.0 Policy

5.1 National

National Planning Policy Framework 2023

National Planning Practice Guidance

National Design Guide 2021

Environment Act 2021

Town and Country Planning (Environmental Impact Assessment) Regulations 2017.

Conservation of Habitats and Species Regulations 2017

Equalities Act 2010

Planning and Compulsory Purchase Act 2004

Local Transport Note 1/20 (LTN 1/20) Cycle Infrastructure Design

Technical Housing Standards – Nationally Described Space Standard (2015)

5.2 South Cambridgeshire Local Plan 2018

S/1 – Vision

S/2 – Objectives of the Local Plan

S/3 – Presumption in Favour of Sustainable Development

S/7 – Development Frameworks

HQ/1 – Design Principles

H/13 – Extensions to Dwellings in the Countryside

NH/14 – Heritage Assets

5.3 Supplementary Planning Documents

Biodiversity SPD – Adopted February 2022

Sustainable Design and Construction SPD – Adopted January 2020

Cambridgeshire Flood and Water SPD – Adopted November 2016

The following SPDs were adopted to provide guidance to support previously adopted Development Plan Documents that have now been superseded by the South Cambridgeshire Local Plan 2018. These documents are still material considerations when making planning decisions, with the weight in decision making to be determined on a case-by-case basis:

Listed Buildings SPD - Adopted July 2009

Development Affecting Conservation Areas SPD - Adopted January 2009

6.0 Consultations

6.1 Litlington Parish Council

6.2 No response recorded.

6.3 Conservation Officer – No Objection

6.4 The heritage asset: Albany House, (12, Silver Street) is a house of late 18th century origins with later 19th century alterations, it is listed at grade II and is located in the Litlington Conservation Area. The house has two linear ranges of associated historic outbuildings; to the northeast, and a second linear range that runs parallel to the left hand flank of the house, extending from the rear. Historic OS maps from the 19th century show that the line of the conservation area boundary runs approximately around the land that was once associated with these buildings. Although there is no appraisal for the conservation area, it is clear that it retains much of its countryside character, the verdant setting being an important part of this.

6.5 This application seeks consent for the erection of a Nissen style hut. The proposed siting for the outbuilding is currently a canvas store and small shed and falls within the setting of the listed building and the conservation area.

7.0 Assessment

7.1 Principle of Development

7.2 The application seeks to erect a Nissan Style outbuilding to the rear of the main dwelling. The host dwelling is located within the development framework boundary while the proposed building is located outside, albeit within the established curtilage of the dwelling.

7.3 Policy S/7 of the Local Plan states that outside development frameworks, only allocations within Neighbourhood Plans that have come into force and development for agriculture, horticulture, forestry, outdoor recreation and other uses which need to be located in the countryside or where supported by other policies in this plan will be permitted.

- 7.4 The supporting text in paragraph 2.50 sets out that development frameworks define where policies for built-up areas of settlements give way to policies for the countryside and that this is necessary to ensure the countryside is protected from gradual encroachment on the edge of villages and to help guard against incremental growth in unsustainable locations.
- 7.5 In this instance, the proposal seeks permission for a replacement outbuilding within an established residential curtilage. Therefore, no conflict is identified with Policy S/7 in respect of encroachment into the countryside or unsustainable growth.
- 7.6 Furthermore, in terms of being supported by other policies in the Plan, policy H/13 of the Local Plan supports the principle of extensions to dwellings in the countryside and no in-principle conflict is identified with policy H/13.
- 7.7 The principle of the development is therefore acceptable and considered to accord with Policies S/7 and H/13 of the Local Plan.
- 7.8 **Design, Layout, Scale and Landscaping**
- 7.9 Policy HQ/1 ‘Design Principles’ provides a comprehensive list of criteria by which development proposals must adhere to, requiring that all new development must be of high-quality design, with a clear vision as to the positive contribution the development will make to its local and wider context.
- 7.10 The outbuilding would be sited to the rear of the site would not be evident within the public realm and therefore its impact upon the local area would be minor. The outbuilding would partially rest upon the footprint of existing rear outbuildings in a similar use; whilst it is acknowledged that the proposed outbuilding would be substantially larger than the existing buildings, it would remain subservient to 12 Silver Street in both scale and design.
- 7.11 The “Nissen” style of the outbuilding is a common agricultural style and it is considered that this would suit the rural aesthetic of the site and the broader area. Given these factors, it is considered that the proposed outbuilding is acceptable, and the proposed outbuilding would accord with Policy HQ/1 of the Local Plan.
- 7.12 Consideration is given to the proposed development in respect of the criteria of policy H/13:

The development would not create a separate dwelling or be capable of separation from the existing dwelling	Accords, subject to condition
The extension is in scale and character with the existing dwelling and would not materially change its impact on its surroundings	Accords

The existing home is of permanent design and construction	Accords
If in the Green Belt that the extension would not result in a disproportionate addition to the original dwelling	n/a
If the original dwelling is subject to an occupancy condition, it must be demonstrated that the resultant dwelling can be supported by the viability of the site/holding or rural enterprise and that the cost of its occupation would not be unaffordable to workers employed in agriculture, forestry or another business where a rural location is essential.	n/a

- 7.13 In terms of the first criterion of policy H/13, officers do not consider that the proposed outbuilding could be separated from the existing dwelling as any formal subdivision of the site is likely to result in harm to the curtilage and setting of the listed building, resulting in conflict with adopted policy. Furthermore, given the scale of the proposed outbuilding, a standard ancillary use condition can be imposed as part of any consent to retain the ancillary function.
- 7.14 Overall, the proposal would accord with Policies HQ/1 and H/13 of the Local Plan.
- 7.15 **Heritage Assets**
- 7.16 The application falls within the Litlington Conservation Area. The application is within the setting of 12 Silver Street, a Grade II Listed Building reference 1330862.
- 7.17 Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that a local authority shall have regard to the desirability of preserving features of special architectural or historic interest, and in particular, Listed Buildings. Section 72 provides that special attention shall be paid to the desirability of preserving or enhancing the character or appearance of a Conservation Area.
- 7.18 Para. 205 of the NPPF set out that when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation, and the more important the asset, the greater the weight should be. Any harm to, or loss of, the significance of a heritage asset should require clear and convincing justification.
- 7.19 Policy NH/14 of the South Cambridgeshire Local Plan (2018) requires development affecting heritage assets to sustain or enhance the character and distinctiveness of those assets. Policy HQ/1 states that all new development must be compatible with its location in terms of scale, density, mass, form, siting, design, proportion, material, texture and colour in relation to the surrounding area.

- 7.20 The Council's Conservation Officer has advised that the proposal would be acceptable. Whilst the scale of the proposed outbuilding is acknowledged to be large in comparison to existing outbuildings on the site, it would be set back from the main areas of the listed building in an area that already contains built form and hardstanding. The design and form of the outbuilding would match the appearance of similar agricultural buildings, and as a result would remain passive in character and appearance relative to the domestic dwelling.
- 7.21 It is considered that the proposal, by virtue of its scale, massing and design, would preserve the character and appearance of the adjacent Conservation Area and the setting of nearby listed buildings. The proposal would not give rise to any harmful impact on the identified heritage assets and is compliant with the provisions of the Planning (LBCA) Act 1990, the NPPF and Local Plan policy NH/14.
- 7.22 **Amenity**
- 7.23 Policy HQ/1 (n), sets out that proposals must protect the health and amenity of occupiers and surrounding uses from development that is overlooking, overbearing or results in a loss of daylight or development which would create unacceptable impacts such as noise, vibration, odour, emissions and dust.
- 7.24 The closest neighbouring properties to the site are known as Albany and Elmlea. No objections to the proposal have been received from these addresses and given the scale and siting of the proposed outbuilding, it is considered that no significant harm upon neighbouring amenity would arise.
- 7.25 The applicant has applied for the outbuilding with the intent to use it as an ancillary domestic outbuilding. A functional link between the property and the outbuilding has been established as they share a garden, and it is deemed unlikely that the outbuilding would be used a separate residence by virtue of its design. However, in the interest of protecting the amenity of adjacent neighbours and given the scale of the proposed outbuilding, a standard ancillary use condition is recommended to retain the ancillary function.
- 7.26 The proposal adequately respects the amenity of its neighbours and of future occupants. Subject to conditions, the proposal is compliant with policy HQ/1 and the District Design Guide 2010.
- 7.27 **Planning Balance**
- 7.28 Planning decisions must be taken in accordance with the development plan unless there are material considerations that indicate otherwise (section 70(2) of the Town and Country Planning Act 1990 and section 38[6] of the Planning and Compulsory Purchase Act 2004).

- 7.29 The proposed development would not have any public benefit, although it is acknowledged that the proposal would provide private benefits to the occupiers through the ability to replace the existing outbuildings within the garden of their home.
- 7.30 It is considered by officers that the design and scale of the proposed development is appropriate in relation to the host, listed dwellinghouse as well as its surrounding context. In line with the comments from the Conservation Officer it is considered that it would not adversely affect the setting or significance of the heritage asset, nor the wider adjacent conservation area. Additionally, it is considered that the proposed development would not cause any harm to the amenity of neighbouring properties.
- 7.31 Having taken into account the provisions of the development plan, NPPF and NPPG guidance, the views of statutory consultees and wider stakeholders, as well as all other material planning considerations, the proposed development is recommended for approval.

8.0 Recommendation

8.1 Approve subject to:

- The planning conditions as set out below with minor amendments to the conditions as drafted delegated to officers.

9.0 Planning Conditions

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: In accordance with the requirements of Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).

- 2 The development hereby permitted shall be carried out in accordance with the approved plans as listed on this decision notice.

Plans to be listed:
L1 (Location Plan)
N1 (Elevations)
S2 (Site Plan)

Reason: In the interests of good planning, for the avoidance of doubt and to facilitate any future application to the Local Planning Authority under Section 73 of the Town and Country Planning Act 1990.

- 3 The outbuilding hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the dwellinghouse, known as 12 Silver Street, and it shall at no time be independently

occupied or let, used to accommodate bed-and-breakfast guests or other short-term visitors paying rent or fees.

Reason: To avoid harm to the character of the area, to protect the amenity of neighbouring occupiers and to avoid the creation of a separate planning unit (South Cambridgeshire Local Plan 2018, Policies HQ/1 and H/13).

Background Papers:

The following list contains links to the documents on the Council's website and / or an indication as to where hard copies can be inspected.

- South Cambridgeshire Local Plan 2018
- South Cambridgeshire Local Development Framework SPDs

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Agenda Item 10

REPORT TO:

Planning Committee February 2024

LEAD OFFICER:

Joint Director of Planning and Economic Development

Compliance Report

Executive Summary

1. On 1 February there were 648 open cases in South Cambridgeshire and Cambridge City. There are currently 291 identifiable open cases in South Cambridgeshire.
2. From 1 January 2024 to January 31 2024, the compliance team have received at total of 68 compliance referrals across both South Cambridgeshire and Cambridge City.
3. Details of all compliance investigations are sent electronically to members on a weekly basis identifying opened and closed cases in their respective areas along with case reference numbers, location, case officer and nature of problem reported.
4. Statistical data is contained in Appendices 1,2 and 3 attached to this report.
5. Data contained in the appendices relates to the end of January 2024 statistical information.

Updates to Service Delivery

The Planning Compliance Team is part of the Development Management service of the Greater Cambridge Shared Planning Service.

Rebecca Smith
Delivery Manager (Development Management and Compliance)

Chris Braybrooke
Principal Planning Compliance Manager

Alistair Funge
Senior Planning Compliance Officer

Nick Smith
Senior Planning Compliance Officer

Tony Wallis
Senior Planning Compliance Officer

George Mynehan
Senior Planning Compliance Officer

Robert Bird
Planning Compliance Officer

Updates on significant cases

Should Members wish for specific updates on cases they have involvement in, or have been made aware of then please feel free to contact the Principal Planning Compliance Manager who will be able to update you or advise you of the case officer and request that the officer contacts you.

Performance Management and new reporting update

The case priorities are as follows.

- **High priority (Priority A)** cases are for work which is irreversible or irreplaceable and these will be immediately investigated within 5 working days of receipt. Examples include damage or loss of Listed Buildings or protected trees.
- **Medium priority (Priority B)** cases are for activities have or can cause harm, such as adverse effects on conservation areas or breaches of conditions. Our aim is to instigate the investigation and assess whether a breach of planning control within 10 working days of the site visit.
- **Low priority (Priority C)** cases are for a development which may cause some harm but could be made acceptable by way of implementing conditions or simple correction action. Our aim is to instigate the investigation and assess whether a breach of planning control within 20 working days of the site visit.

The figures at Appendix 3 currently reflect the cases for all enforcement cases within GCSP, and not just South Cambridgeshire. Further reporting enhancements will allow for separate reporting of these figures in the future.

Further updates on performance management will be provided when they are available.

Background Papers

Planning Enforcement Register.

Statistical Analysis of Uniform Planning Enforcement Software Program.

Appendices

Appendix 1: Compliance Cases Received and Closed.

Appendix 2: Notices Served.

Appendix 3: Caseload Statistics.

Report Author:

Chris Braybrooke – Principal Planning Compliance Manager Date: 01/02/2024

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Appendix 1

Enforcement Cases Received and Closed.

Month	South Cambridgeshire							LPA Total
	Received	No Breach	Resolved	Not Expedient	Application Approved	Other		
January 2024	32	0	1	0	0	6	7	
December 2023	19	4	0	2	3	3	12	
November 2023	22	2	0	0	0	0	2	
October 2023	23	13	0	1	0	9	23	

Quarterly Totals for Past 2 Years

Quarter	South Cambridgeshire							LPA Total
	Received	No Breach	Resolved	Not Expedient	Application Approved	Other		
Qtr, 1 2023	82	18	0	9	2	15	44	
Qtr, 2 2023	64	16	0	6	9	25	56	
Qtr 3 2023	61	4	0	2	3	3	12	
Qtr 1 2022	85	26	0	19	1	21	67	
Qtr 2 2022	42	33	0	12	3	18	66	
Qtr 3 2022	59	22	0	9	7	6	44	
Qtr 4 2022	94	41	0	7	3	36	87	

Appendix 2

Public Enforcement Notices served

January 2024

Reference	Ward	Parish	Address	Notice Issued
EN/00198/23	Milton (Detached)	Milton CP (DET)	76 Fen Road Milton Cambridgeshire	Material Change of use Enforcement Notice

December 2023

Reference	Ward	Parish	Address	Notice Issued
*** No Notices Issued ***				

November 2023

Reference	Ward	Parish	Address	Notice Issued
EN/00392/22	Milton (Detached)	Milton CP (DET)	Grassy Corner Caravan Park Chesterton Fen Road Milton Cambridgeshire	Material Change of use Enforcement Notice

October 2023

Reference	Ward	Parish	Address	Notice Issued
*** No Notices Issued ***				

Appendix 3

Caseload statistics

These statistics relate to both South Cambridgeshire District Council and Cambridge City Council. Further reporting enhancements will allow for separate reporting of South Cambridgeshire figures in the future.

Open cases less than 6 months old 250

Open Cases by priority.

Priority A	3
Priority B	17
Priority C	135

Open cases more than 6 months old 398

Statistical data for priorities of cases more than 6 months old is not available as the case priority system has been implemented less than 6 months ago.

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Agenda Item 11

Greater Cambridge Shared Planning

South Cambridgeshire District Council - Appeals for Committee



Appendix 1: Decisions Notified By The Secretary of State

REFERENCE	SITE ADDRESS	DETAILS	DECISION	DECISION DATE	PLANNING DECISION
21/02476/REM (APP/W0530/W/23/3314131)	39A And Lion Works Station Road (west) Whittlesford Cambridge Cambridgeshire CB22 4NL	Approval of matters reserved for access, appearance, landscaping, layout and scale following outline planning permission S/0746/15/OL to provide 67 residential units following demolition of 39a Station Road West and the formation of a new access road. (Re-submission of 20/03755/REM)	Appeal Dismissed	09/01/2024	Refusal of planning permission (Committee Decision (Area/Main))
22/03497/OUT (APP/W0530/W/23/3322599)	Land South Of Willingham Green Willingham Green Road Carlton Newmarket Cambridgeshire CB8 0SW	Outline application for the erection of 1 no. dwelling together with access	Appeal Allowed	12/01/2024	Refusal of planning permission (Delegated Decision)
22/02354/FUL (APP/W0530/W/23/3319121)	The Old Stables Cambridge Road Wimpole Cambridgeshire SG8 5QB	Construction of a 3 Bedroom detached dwelling with detached open bay garage.	Appeal Dismissed	12/01/2024	Refusal of planning permission (Delegated Decision)
21/01197/FUL (APP/W0530/W/23/3318514)	Land Adjacent To The Barn Fen Road Milton Cambridge Cambridgeshire	Erection of barn	Appeal Dismissed	17/01/2024	Refusal of planning permission (Delegated Decision)
23/00375/HFUL (APP/W0530/D/23/3329186)	24 West Street Comberton Cambridgeshire CB23 7DS	Replacement of existing outbuilding with 3 bay single storey garage with mono	Appeal Dismissed	17/01/2024	Refusal of planning permission (Committee Decision)

		pitch low profile roof.			Decision (Area/Main))
23/01856/HFUL (APP/W0530/D/23/3330349)	58 Shelford Road Fulbourn Cambridgeshire CB21 5HJ	Conversion and extension of existing garage, with link to the main house and rear box dormer to the existing house.	Appeal Dismissed	17/01/2024	Refusal of planning permission (Delegated Decision)
22/04845/FUL (APP/W0530/W/23/3315524)	3, 5, 7 And 9 Milton Road Impington Cambridgeshire CB24 9NF	Demolition of 4 No. existing buildings and the construction of 5 No. new dwellings and associated landscaping. (Resubmission of 22/02281/FUL)	Appeal Dismissed	17/01/2024	Refusal of planning permission (Delegated Decision)
23/00356/FUL (APP/W0530/W/23/3326675)	76 Station Road Fulbourn Cambridgeshire CB21 5ES	Demolition of existing dwelling and erection of two five-bedroom detached dwellings (Use Class C3) accessed from Station Road, with associated parking and landscaping.	Appeal Dismissed	22/01/2024	Refusal of planning permission (Delegated Decision)
22/02437/FUL (APP/W0530/W/23/3319255)	Land Off Ashwell Road Steeple Morden Cambridgeshire	Erection of four detached earth sheltered Paragraph 80 dwellings with associated hard and soft landscaping, formation of two new ponds and re-wilding of land.	Appeal Dismissed	22/01/2024	Refusal of planning permission (Delegated Decision)
23/00471/PRIOR (APP/W0530/W/23/3320943)	Network House St Neots Road Caldecote Cambridgeshire CB23 8AY	Demolition of buildings and construction of 7 No. new dwellinghouses	Appeal Dismissed	24/01/2024	Refusal of planning permission (Delegated Decision)
22/04908/PRIOR (APP/W0530/W/23/3320897)	Network House St Neots Road Caldecote Cambridgeshire CB23 8AY	Erection of a 2.5 storey block of 8 No. flats following the demolition of the existing office block.	Appeal Dismissed	24/01/2024	Refusal of planning permission (Delegated Decision)
21/02569/S73 (3330259)	Land Adjacent 59 North Road Great Abington Cambridgeshire CB21 6AS	Variation of condition 2 (approved plans) of planning permission S/4249/19/FL (Demolition of	Appeal Withdrawn	30/01/2024	Conditions imposed on planning permission (Delegated Decision)

		existing piggery relocation of stable & erection of 1.5-storey four bedroom house with attached double garage)			
20/04299/FUL (APP/W0530/W/23/3318845)	Plot F6 Moor Drove Histon Cambridgeshire	Change of use from disused land to single site for one static caravan, laundry/shower room and parking	Appeal Allowed	31/01/2024	Refusal of planning permission (Delegated Decision)
20/04263/FUL (APP/W0530/W/23/3318839)	Plot A1 Moor Drove Histon Cambridgeshire	Change of use from disused land to single site for one static caravan, day room and parking	Appeal Allowed	31/01/2024	Refusal of planning permission (Delegated Decision)
20/04297/FUL (APP/W0530/W/23/3318843)	Plot D4 Moor Drove Histon Cambridgeshire	Change of use from disused land to single site for one static caravan, day room and parking	Appeal Allowed	31/01/2024	Refusal of planning permission (Delegated Decision)
20/04858/FUL (APP/W0530/W/23/3318840)	Plot B2 Moor Drove Histon Cambridgeshire	Change of use from disused land to single site for one static caravan, day room and parking	Appeal Allowed	31/01/2024	Refusal of planning permission (Delegated Decision)
20/04264/FUL (APP/W0530/W/23/3318842)	Plot C3 Moor Drove Histon Cambridgeshire CB24 9AN	Change of use from disused land to single site for two static caravans, day room and parking	Appeal Allowed	31/01/2024	Refusal of planning permission (Delegated Decision)
20/04298/FUL (APP/W0530/W/23/3318844)	Plot E5 Moor Drove Histon Cambridgeshire	Change of use from disused land to single site for one static caravan, day room and parking	Appeal Allowed	31/01/2024	Refusal of planning permission (Delegated Decision)

Appendix 2: Appeals received

REFERENCE	SITE ADDRESS	DETAILS	DATE LODGED
23/03674/FUL (APP/W0530/W/24/3336235)	4 Haslingfield Road Harlton Cambridgeshire CB23 1ER	Demolition of an existing linked-detached bungalow and the erection of a replacement detached two-storey house and a bungalow. Alteration to access.	02/01/2024

23/03742/HFUL (3336336)	8 Barrowcrofts Histon Cambridgeshire CB24 9EU	Construction of a 3.2m x 2.7m cycle storage shed beside driveway.	04/01/2024
23/03636/FUL (APP/W0530/W/24/3336688)	4A Willingham Road Over Cambridgeshire CB24 5PD	Erection of 2 Bed Bungalow	10/01/2024
23/03395/FUL (APP/W0530/W/24/3336698)	16 The Lanes Over Cambridgeshire CB24 5NQ	Erection of 14no residential dwellings and associated works including demolition of existing dwelling.	11/01/2024
22/04033/OUT (APP /W0530/W /24/3337024)	Land Off Station Road Linton Cambridgeshire	Outline application for the construction of commercial/industrial floorspace (flexible Use Class E(g)(ii)/E(g)(iii)/B2/B8) with some matters reserved except for access.	17/01/2024
23/03287/HFUL (APP/W0530/D/24/3337108)	18 Dunsmore Close Cambridge Cambridgeshire CB5 8QY	Two storey front extension with proposed eaves at the same level as the existing roof. Double pitch roof to match existing slope with ridge of the proposed roof lower than the existing. Restore the original finishes to the existing elevations.	18/01/2024

Appendix 3a: Local Inquiry dates scheduled

NO RESULTS

Appendix 3b: Informal Hearing dates scheduled

NO RESULTS

Appendix 4: Appeals Awaiting Decision from Inspectorate

REFERENCE	SITE ADDRESS	DETAILS	REASON
EN/00394/21A (APP/W0530/C/22/3307285)	Land adjoining 16 Chalky Road Great Abington Cambridge Cambridgeshire CB21 6AT	Without planning permission, the erection of a building (edged in black on attached plan for identification purposes only).	Appeal against enforcement notice
22/01574/CL2PD (APP/W0530/X/22/3308443)	Land To The South Of Chear Fen Boat Club Twentypence Road Cottenham Cambridgeshire	Certificate of lawfulness under S192 for the stationing of 2 mobile homes for residential purposes.	Refusal of planning permission (Delegated Decision)
22/01703/FUL (APP/W0530/W/22/3308444)	Land To The South Of Chear Fen Boat Club Twentypence Road Cottenham Cambridgeshire	Change of use of land through intensification to the stationing of caravans for residential purposes, nine dayrooms and	Refusal of planning permission (Delegated Decision)

		the formation of hardstanding ancillary to that use.	
21/05641/OUT (APP/W0530/W/22/3300245)	Land To The South Of 86 Chrishall Road Fowlmere Cambridgeshire	Outline planning application for 15no self-build dwellings, with details pursuant to access and layout, and all other matters including appearance, scale and landscaping reserved for subsequent approval.	Refusal of planning permission (Delegated Decision)
(APP/W0530/C/22/3312215)	Land At Acre Orwell Road Barrington Cambridgeshire CB22 7SF	Alleged change of use of the land from agricultural to living in a caravan without permission	Appeal against enforcement notice
22/02870/OUT (APP/W0530/W/22/3311183)	Land To The South Of 86 Chrishall Road Fowlmere Cambridgeshire	Outline planning application for 15 No. self-build dwellings, with details pursuant to access and layout, and all other matters including appearance, scale and landscaping reserved for subsequent approval.	Refusal of planning permission (Delegated Decision)
EN/00492/21 (APP/W0530/C/23/3314203)	Moat Farmhouse Moat Farm Park Lane Castle Camps Cambridge Cambridgeshire CB21 4SR	Without planning permission, an engineering operation comprising the excavation and formation of two lakes and the creation of earth bunds associated with the excavation of a lakes	Appeal against enforcement notice
22/02771/OUT (APP/W0530/W/23/3315611)	Land North Of Cambridge North Station Milton Avenue Cambridge Cambridgeshire	A hybrid planning application for: a) An outline application (all matters reserved apart from access and landscaping) for the construction of: three new residential blocks providing for up to 425 residential units and providing flexible Class E and Class F uses on the ground floor (excluding Class E (g) (iii)); and two commercial buildings for Use Classes E(g) i(offices), ii (research and development) providing flexible Class E and Class F uses on the ground floor (excluding Class E (g) (iii)),together with the construction of basements for parking and building services, car and cycle parking and infrastructure works. b) A full application for the construction of three commercial buildings for Use Classes E(g) i (offices) ii (research and development), providing flexible Class E and Class F uses on the ground floor (excluding Class E (g) (iii)) with associated car and cycle parking, the construction of a multi storey car and cycle park building, together with the construction of basements for parking and building services, car and cycle parking and	Non-determination within statutory period (Joint Development Control committee)

		associated landscaping, infrastructure works and demolition of existing structures.	
SCD-EN-00004-23 (APP/W0530/C/23/3316049)	Byeways Station Road Harston Cambridgeshire CB22 7NY	Unauthorised operational development following refusal of retrospective planning application ref 22/01126/HFUL	Appeal against enforcement notice
22/01126/HFUL (APP/W0530/D/23/3316046)	Byeways Station Road Harston CB22 7NY	part single, part two storey rear extensions including erection of a front boundary wall and gated entrance (part retrospective) - variation to planning permission 21/02100/HFUL.	Refusal of planning permission (Delegated Decision)
(APP/W0530/C/23/3320908)	Bridgefoot Farm Kennels Barley Road Flint Cross Great And Little Chishill Royston Cambridgeshire SG8 7PU	Extension of agricultural buildings, laying of hardstanding, widening of access, siting and occupation of mobile home on site and change of use to a warehouse and distribution centre.	Appeal against enforcement notice
21/01173/FUL (APP/W0530/W/23/3322128)	Land To The East Of 2 Moor Drove Histon Cambridgeshire	Retrospective change of use of land to use as a residential caravan site for 12 caravans including erection of 6no. amenity buildings and laying of hardstanding	Refusal of planning permission (Delegated Decision)
21/01172/FUL (APP/W0530/W/23/3322185)	Land To The East Of 5 Moor Drove Histon Cambridgeshire	Retrospective change of use of land to use as a residential caravan site for 6 caravans including no more than 1 static caravan/mobile home, together with erection of 3no. amenity buildings and laying of hardstanding	Refusal of planning permission (Delegated Decision)
22/03876/FUL (APP/W0530/W/23/3315158)	Barn Adjacent To 19 Main Street Stow Cum Quy Cambridgeshire CB25 9AB	Conversion of a Timber-Framed Barn into dwelling (Re-submission of 22/02090/FUL).	Refusal of planning permission (Delegated Decision)
22/03877/LBC (APP/W0530/Y/23/3315154)	Barn Adjacent To 19 Main Street Stow Cum Quy Cambridgeshire CB25 9AB	Conversion of a Timber-Framed Barn into dwelling (Re-submission of 22/02091/LBC)	Refusal of planning permission (Delegated Decision)
22/05031/PRIOR (APP/W0530/W/23/3314190)	Moat Farm Park Lane Castle Camps Cambridgeshire CB21 4SR	Creation of 2 No. irrigation reservoirs	Refusal of planning permission (Delegated Decision)
22/05367/FUL (APP/W0530/W/23/3320880)	Land South Off Horseheath Green Horseheath Cambridgeshire	Conversion of existing buildings to 2 No. residential dwellings. (Resubmission of 22/02566/FUL)	Refusal of planning permission (Delegated Decision)

EN/00335/23 (APP/W0530/F/23/3327225)	The Navigator 63 High Street Little Shelford Cambridgeshire CB22 5ES	Extraction Unit doesn't have Planning Permission 21/05343/FUL and 21/05344/ LBC refused	Appeal against enforcement notice
EN/00335/23 (APP/W0530/C/23/3327223)	The Navigator 63 High Street Little Shelford Cambridgeshire CB22 5ES	Extraction Unit doesn't have Planning Permission 21/05343/FUL and 21/05344/ LBC refused	Appeal against enforcement notice
SCD-EN-00362-21 (APP/W0530/C/23/3324258)	Cherry Trees Priest Lane Willingham CB24 5HZ	Malanois Dog rescue kennels operating from site without planning permission.	Appeal against enforcement notice
SCD-EN-00362-21 (APP/W0530/C/23/3324257)	Cherry Trees Priest Lane Willingham CB24 5HZ	Malanois Dog rescue kennels operating from site without planning permission.	Appeal against enforcement notice
SCD-EN-00362-21 (APP/W0530/C/23/3324260)	Cherry Trees Priest Lane Willingham CB24 5HZ	Malanois Dog rescue kennels operating from site without planning permission.	Appeal against enforcement notice
SCD-EN-00362-21 (APP/W0530/C/23/3324256)	Cherry Trees Priest Lane Willingham CB24 5HZ	Malanois Dog rescue kennels operating from site without planning permission.	Appeal against enforcement notice
23/00926/FUL (APP/W0530/W/23/3323399)	69 Cambridge Road Milton Cambridgeshire CB24 6AW	Erection of new single storey dwelling	Refusal of planning permission (Delegated Decision)
22/02528/OUT (APP/W0530/W/23/3328390)	Darwin Green Phases Two And Three Development Site Cambridge Road Impington Cambridgeshire	Outline planning permission (all matters reserved except for means of access) for up to 1,000 residential dwellings, secondary school, primary school, community facilities, retail uses, open space and landscaped areas, associated engineering, demolition and infrastructure works	Non- determination within statutory period (Joint Development Control committee)
23/01510/FUL (APP/W0530/W/23/3324898)	Land South Off Horseheath Green Horseheath Cambridgeshire	Conversion of existing buildings to 2 No. residential dwellings. (Resubmission of 22/02566/FUL)	Refusal of planning permission (Delegated Decision)
21/03058/FUL (APP/W0530/W/23/3323769)	339 St Neots Road Hardwick CB23 7QL	Erection of 2no 3bed dwellings (further variation to S/2665/17/FL, S/0884/19/VC and S/3206/19/VC)	Refusal of planning permission (Delegated Decision)
SCD-EN-00019-22 (APP/W0530/C/23/3328025)	34A South Road Great Abington Cambridge Cambridgeshire CB21 6AU	dwelling erected without planning permission.	Appeal against enforcement notice

23/01065/FUL (APP/W0530/W/23/3324121)	Land Adjacent To 74 Station Road Willingham Cambridgeshire	Development of 2 detached passive 4 bedroom dwellings on land on the west side of Station Road, Willingham	Refusal of planning permission (Delegated Decision)
22/04039/FUL (APP/W0530/W/23/3322245)	Quy Hall Station Road Stow Cum Quy Cambridgeshire CB25 9AJ	Use of the grounds of Quy Hall for the provision of private events (including wedding use) and the associated erection of a marquee, on a temporary basis for up to 12 weekends per year (allowing one event per weekend)	Refusal of planning permission (Delegated Decision)
22/04018/OUT (APP/W0530/W/23/3325284)	Fenny Lane Farm Fenny Lane Meldreth Cambridgeshire SG8 6NN	Outline Application with all matters reserved other than access for the erection of nine self-build dwellings at Land at Fenny Lane Farm, Meldreth.	Refusal of planning permission (Committee Decision (Area/Main))
22/05316/FUL (APP/W0530/W/23/3323398)	1 New Road Guilden Morden Cambridgeshire SG8 0JN	Erection of Two Cottages and Associated Works	Refusal of planning permission (Delegated Decision)
23/01730/PRIOR (APP/W0530/W/23/3328558)	78-80 Flittons Farm Station Road Steeple Morden Cambridgeshire SG8 0NS	Conversion of an agricultural building to 1 no. residential dwelling (Class C3).	Refusal of planning permission (Delegated Decision)
23/02876/FUL (APP/W0530/W/23/3330672)	44 Broad Lane Haslingfield Cambridgeshire CB23 1JF	Demolition of dwelling and erection of 5 No. dwellings with associated garaging, formation of private driveway, and landscaping. Resubmission of 22/04371/FUL	Refusal of planning permission (Delegated Decision)

Appendix 5: Appeals Pending Statement

REFERENCE	SITE ADDRESS	DETAILS	STATEMENT DUE
23/02918/HFUL (APP/W0530/D/23/3331721)	Oxcroft Farm Honey Hill West Wrattling Cambridgeshire CB21 4DX	Single Storey Rear Extension and minor internal alterations (Re-submission of 22/05189/HFUL)	15/02/2024
23/02919/LBC (APP/W0530/Y/23/3331719)	Oxcroft Farm Honey Hill West Wrattling Cambridgeshire CB21 4DX	Single Storey Rear Extension and minor internal alterations (Re-submission of 22/05190/LBC)	15/02/2024
SCD-EN-00060-22 (APP/W0530/C/23/3324211)	Cherry Trees Iram Drove Willingham Cambridge Cambridgeshire CB24 5HZ	The alleged occupation of dwelling in breach of planning condition 1 of planning permission C/0012/67 for the erection of dwelling and garage which reads: The occupation of	26/02/2024

		the dwelling shall be limited to persons employed locally in agriculture as defined in Section 221 of the Town and Country Planning Act 1962, or in forestry, and the dependents of such persons	
22/05348/OUT (APP/W0530/W/23/3326989)	Land South Of Green End/Heath Road, Gamlingay, Cambs. SG19 3JZ	Outline application with all matters reserved (except for access) for 2 No. self/custom build residential dwellings	28/02/2024
23/01782/FUL (APP/W0530/W/23/3327481)	Land Rear Of 51 Priams Way Stapleford Cambridgeshire CB22 5DT	Proposed new bungalow dwelling	29/02/2024

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