



<b>Report to:</b>	Cabinet	6 September 2021
<b>Lead Cabinet Member:</b>	Councillor Dr. Tumi Hawkins, Lead Cabinet Member for Planning Policy and Delivery	
<b>Lead Officer:</b>	Stephen Kelly, Joint Director of Planning and Economic Development	

## Little Shelford Village Design Guide Supplementary Planning Document

### Executive Summary

1. Little Shelford Parish Council (PC) has prepared a Village Design Guide (VDG) for their parish. The aim has been to develop a locally specific design guide which the local village community has had involvement in preparing. It is the intention of the PC that the VDG will help to influence and shape future development in the parish of Little Shelford.
2. The PC is keen to progress formally their village design guide to becoming a supplementary planning document (SPD) adopted by SCDC as the Local Planning Authority, which would ensure it was a material consideration in planning decision-making. This requires formal consultation and it is therefore proposed that the Greater Cambridge Shared Planning Service carry out a public consultation on the draft VDG for a four-week period.

### Key Decision

3. No

This is not a key decision as the Village Design Guide does not cover more than one ward within the district. This was first published in the May 2021 Forward Plan

### Recommendations

4. It is recommended that Cabinet:
  - a. Approves the consultation draft Little Shelford Village Design Guide SPD, for Regulation 13 public consultation in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 and in accordance with the consultation arrangements set out in the Consultation Statement accompanying the SPD. The consultation will be for a period of four weeks during the autumn and that the setting of the dates of this consultation will be delegated to the Joint

Director of Planning and Economic Development in liaison with the Lead Cabinet Member for Planning

- b. Delegates authority to the Joint Director of Planning and Economic Development, in liaison with the Lead Cabinet Member for Planning to make editorial changes to the consultation draft SPD to comprise minor amendments and changes required to ensure accessibility.

## **Reasons for Recommendations**

5. The purpose of the Village Design Guide SPD is to amplify and build on the requirements in the adopted Local Plan 2018, to deliver high quality design for all new developments, to sustain and enhance the distinctive physical character and identity of South Cambridgeshire's villages, and to ensure that the design of new development and growth is guided by the priorities of village communities. This is aligned with Council priorities.

## **Details**

6. In 2018 SCDC was awarded funding from the Ministry of Housing, Communities and Local Government to develop several exemplar Village Design Guides working in collaboration with village communities. All parish councils within the district had the opportunity to become one of the selected villages to take part in this project. This resulted in eight VDGs being produced for villages in South Cambridgeshire which were adopted by SCDC as Supplementary Planning Documents. The selected villages were: Caldecote, Fulbourn, Gamlingay, Histon & Impington, Over, Papworth Everard, Sawston and Swavesey.
7. As a result of the Little Shelford Village Plan, published in 2010, and the 2011 Census, the Parish Council felt that they needed to be more proactive regarding what Little Shelford looks and feels like in the future. This prompted initial work on a Village Design Guide. The aim was to develop a locally specific design guide which the local village community has had involvement in preparing. It is the intention of the PC that the guide will help to influence and shape the parish of Little Shelford.
8. The PC is keen now to formally progress the VDG to become a Supplementary Planning Document as has happened with the selected villages which were part of the MHCLG project. Their VDG would become a material planning consideration to the determination of future planning applications within the parish.
9. The draft Little Shelford VDG provide bespoke guidance for design of village developments, which is more locally specific than the guidance in the District Design Guide. (See Appendix A) The District Design Guide was produced in 2010 and adopted to the status of Supplementary Planning Document in the Local Development Framework. Since the adoption of the Local Plan in 2018, the District Design Guide SPD now requires updating.

10. Little Shelford VDG contains the following content:
  - a. Sets out the community involvement
  - b. A brief history of the parish highlighting the landmark buildings
  - c. Sets out the landscape setting of the parish – a wooded village setting in the wider open chalkland landscape
  - d. Village character areas 1-7
  - e. Sets out the key design characteristics of the village – patterns of historic boundaries, building form and proportions, outbuildings, materials and boundary walls.
  - f. Village contemporary architecture
  - g. Historic development evolution
  - h. Appropriate building precedents – examples of developments that would be in keeping with the future vision of the village
  - i. Connectivity for people and wildlife incorporating green infrastructure.
11. While the Village Design Guide has been developed by the parish community, they have benefitted from informal oversight and advice from the Shared Planning Service. A Supplementary Planning Document is a Council document and therefore the Council needs to be satisfied that it is of a standard similar to other SPDs. The Shared Planning Service has reviewed and taken over the final preparation of the Village Design Guide, in liaison with the Parish Council, to ensure it meets this standard. Formal consultation will also help to improve the draft VDG through obtaining feedback from statutory consultees and others.
12. The draft Village Design Guide is included as Appendix A of this report and will need to be reformatted before it can go out for public consultation in order that it meets the accessibility requirements that all Council document must meet if they are to be published on the council's website.
13. It is proposed that the consultation on the SPD be carried out for a four-week period during the autumn – the formal setting of these dates is delegated to the Joint Director of Planning and Economic Development in liaison with the Lead Cabinet Member for Planning.
14. A Consultation Statement has been prepared that sets out the consultation that has taken place to date on the draft Village Design Guide. (See Appendix B)
15. A Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) Screening Report has been carried out (See Appendix C). The SEA Screening concludes that the draft SPD does not give rise to significant effects beyond those already identified as part of the Sustainability Appraisal of the parent policy contained within the South Cambridgeshire Local Plan. The HRA screening concludes the draft SPD is unlikely to have any significant effects on the Natura 2000 and Ramsar sites identified alone or in combination with other plans, and appropriate assessment is not required. Responses from the statutory consultation bodies to the Screening Report have been received and concur with these assessments.
16. An Equality Impact Assessment has been completed (See Appendix D )

## **Next Steps**

17. Following consultation the representations received will be considered, and will be reported along with the SPD to Cabinet for decision, seeking agreement to adopt.

## **Options**

18. Members may decide to:

- a. Approve the draft Village Design Guide SPD and consultation statement for public consultation without amendments
- b. Approve the SPD and consultation statement for public consultation with amendments, to be agreed through delegated authority by the Joint Director of Planning and Economic Development, in liaison with the Lead Cabinet Member for Planning.
- c. Not agree to publish the SPD for public consultation.

## **Implications**

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

There were no significant implications

## **Consultation responses**

20. The Village Design Guide SPD has been developed through a participatory process and community input is reflected in the content of the documents. Details of the consultations are included in the draft SPD and the consultation statement.

## **Alignment with Council Priority Areas**

### **Housing that is truly affordable for everyone to live in**

21. Secure the delivery of a wide range of housing to meet the needs of existing and future communities. The Little Shelford Village Design Guide will facilitate higher quality development proposals which are more acceptable to the local community and more compliant with the adopted design policy in the South Cambridgeshire Local Plan 2018. This will help to increase the certainty and speed of planning decision making in the District.

### **Being green to our core**

22. The VDG considers the landscape setting of the village and how this can be protected and enhanced in the future

## **A modern and caring Council**

23. SCDC is supporting the parish council in preparing the SPD so that the future development of the parish is in keeping with the existing character of the village.

## **Background Papers**

### **Appendices**

Appendix A: Draft Little Shelford Village Design Guide SPD

Appendix B: Draft Consultation Statement

Appendix C: SEA / HRA Screening Report

Appendix D: Equalities Impact Assessment.

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