



Report To: Planning Portfolio Holder
Lead Officer: Director of Planning and New Communities

18 November 2014

Service Plan Priorities 2015/16

Purpose

1. To seek approval to proposed priorities for the Planning Service for 2015/16.
2. This is a key decision because it is significant in terms of its effects on communities living across South Cambridgeshire, and it was first published in the Month and Year **lan – please fill in the Forward Plan date – or should it not be a key decision?** Forward Plan.

Recommendations

3. It is recommended that the Portfolio Holder approve the proposed priorities for the Planning and New Communities Service Plan 2015/16, and suggests additions or amendments to these service plan actions if required.

Reasons for Recommendations

4. Planning and New Communities, like each section of the Council, produces a Service Plan each year. Portfolio Holders are asked to agree the priorities for their service areas to enable service and financial planning to be put in place for effective delivery by April 2015.

Background

5. The Planning and New Communities Service Plan 2014/15 is attached as background information. The proposed list represents a continuation of key projects already underway and new projects designed to take forward key developments identified in previous years' work, and to further enhance the service to customers.

Considerations

6. The existing Planning and New Communities Service Plan includes a number of service plan projects intended to run over a 2 or 3 year timeframe. This is therefore a refresh of the service plan designed to recognise the strengthened commitment to shared services and a business-minded approach, the current stage of the Local Plan and new initiatives such as Right to Build.
7. The service plan addresses the key Council's key aims and actions from the Corporate Plan 2014 -2019, as well as projects contained within the Business Efficiency and Improvement Plan.

Options

8. The Portfolio Holder is requested to consider these proposed actions and to suggest changes or additions where required.
9. It is proposed that the Planning and New Communities Vision remain the same as last year: 'Our vision is to be a strong and responsive service that provides excellent customer service as part of delivering high quality places and protecting what is great about South Cambridgeshire.'
10. **Table 1 Service Plan themes 2015-2016**

Topic	Corp Priority	Carried Forward or New	Extra budget implication	Other notes
Apas Planning Database and other ICT enhancements	Y	CF	Operating within agreed budget	Timetable to be agreed in context of ICT Shared Service Strategy
Business-Minded Approach	Y	CF	Aim to increase income	Business Excellence Manager to strengthen relationship between service provision and fee income
Community Infrastructure Levy	Y	CF	Included in budget estimates	Examination in Public to take place after the Local Plan Examination
Development Control Improvement Plan	Y	CF	£100,000 income/savings target	Next phase of project implementation
Economic Development	Y	CF	Operating within agreed budget	Link with economic strategies of new settlements, and strategic partners including Local Enterprise Partnership and London Stansted Cambridge Consortium
Local Plan	Y	CF	Included in budget estimates	Next steps dependent upon Local Plan Inspector's timetable
Cambridge Northern Fringe East Area Action Plan	Y	CF	Joint budgetary provision with City Council	Consultation on draft AAP and examination
Waterbeach and Bourn Airfield Area Action Plans	Y	New	Included in budget estimates, and funding to be sought from promoter	Dependent on outcome of Local Plan Examination

Affordable Housing Special Planning Document	Y	New	Included in budget estimates	Dependent on Local Plan timetable
A14 Development Consent Order Application and other transport priorities	Y	CF	A14 contribution included in approved budget	Joint working through City Deal, with Local Enterprise Partnership, A428 Alliance and London Stansted Cambridge Consortium
Major Sites: Wing, Trumpington Meadows, North West Cambridge, Darwin Green, Cambourne and others	N	CF	Operating in agreed budget, and with fee income	Timetables agreed within each Planning Performance Agreement N.B 'Unplanned' major applications are expected due to lack of 5 Year Land Supply
Northstowe	Y	CF	Operating in agreed budget, and with fee income. Additional investment agreed, in principle, for housing delivery	Reserved Matters Applications for Phase 1 Determination of Phase 2 application Joint Investment Vehicle
Neighbourhood Plans	Y	CF	Included in budget estimates, with government grant contribution	Working with Partnerships and Localities Team to support Parish Councils and associated groups
Housing Delivery	Y	New	Grants through Right to Build Vanguard Programme and Site Delivery Fund	Working with Housing to deliver Rural Exception Sites, the Right to Build Programme, and start-on-site of major housing schemes

Implications

11. Financial

There are financial dimensions to all of these projects but significant new funding that is required is provided from fee income or government grant. The Council has been awarded £50,000 for the Right to Build Vanguard and £50,000 from the Site Delivery Fund over 2014/15 and 2015/16.

12. Legal

A number of these projects will require specialist input from our legal services.

13. **Staffing**
There are no specific staffing requirements arising from these projects at this stage, however additional posts have been agreed to provide resources required for additional major planning applications.
14. **Risk Management**
A number of risk logs will be developed for projects and the overall Planning and New Communities risk register will be used and amended as necessary.
15. **Equality and Diversity**
Equality Impact Assessments will be carried out as required for policy changes.
16. **Consultation responses (including from the Youth Council)**

The priorities proposed in this report have been prepared in consultation with team leaders and managers in Planning and New Communities, and will be discussed with team members at meetings in November.

Effect on Strategic Aims

17. The Planning and New Communities service plan is important for all three of the Council's main strategic aims.

Background Papers

Where [the Local Authorities \(Executive Arrangements\) \(Meetings and Access to Information\) \(England\) Regulations 2012](#) require documents to be open to inspection by members of the public, they must be available for inspection: - (a) at all reasonable hours at the offices of South Cambridgeshire District Council; (b) on the Council's website; and (c) in the case of documents to be available for inspection pursuant to regulation 15, on payment of a reasonable fee required by the Council by the person seeking to inspect the documents at the offices of South Cambridgeshire District Council.

Planning and New Communities Service Plan 2013/14
Planning and New Communities Service Plan 2014/15

Report Author: Jo Mills- Director of Planning and New Communities
Telephone: (01954) 713350