



Planning & New Communities Service Plan

2014/15

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Corporate Long Term Vision and Aims

South Cambridgeshire will continue to be the best place to live and work and study in the country. Our district will demonstrate impressive and sustainable economic growth. Our residents will have a superb quality of life in an exceptionally beautiful, rural and green environment.

The Council will be recognised as consistently innovative and a high performer with a track record of delivering value for money by focusing on the priorities, needs and aspirations of our residents, parishes and businesses.

- **Engagement:** Engage with residents, parishes and businesses to ensure we deliver first class services and value for money
- **Partnerships:** Work with partners to create opportunities for employment, enterprise, education and world-leading innovation
- **Wellbeing:** Ensure that South Cambridgeshire continues to offer an outstanding quality of life for our residents

Relevant Corporate objectives for the Planning & New Communities Service

- (2) Improve efficiency and value for money within a viable financial strategy
- (3) Make the district an even more attractive place to do business
- (4) Work with tenants, parish councils and community groups to sustain successful, vibrant villages
- (6) Ensure best use of Council assets and benefit from opportunities to achieve efficiencies from partnership working
- (7) Move to a commercial approach to service delivery
- (11) Establish successful and sustainable New Communities with housing and employment at Northstowe and the major growth sites, served by an improved A14.

Planning & New Communities Vision and Aims

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. Our aims are:

- **Local Plan** – To deliver a plan to meet the needs of the area to 2031 that has at its heart the Council's corporate vision.
- **Neighbourhood Plans** – To support local communities to prepare Neighbourhood Plans that respond to local aspirations with good customer service
- **Shared Building Control Service** – To create a shared service that provides good customer service and is resilient
- **Consultancy Unit** – To develop a Consultancy Unit that is strong, flexible and responsive and provides excellent specialist skills to help protect and enhance the built and natural environment
- **Major New Communities** – To ensure and facilitate great place-making at Northstowe, the Cambridge Fringe sites, Cambourne and future major sites.
- **Development Control Improvement Programme** – To implement a programme of enhancements that will help us deliver a high quality service to all users.
- **An Efficient Business-like Service** – To explore and deliver commercialisation of the service where possible and appropriate, with a stronger link between resources and income
- **Community Infrastructure Levy (CIL)** – To establish a CIL that will secure financial contributions to deliver necessary infrastructure to support development, alongside Section 106 contributions.
- **Monitoring** – To monitor our performance and respond positively where needed.

Planning & New Communities Service

This service plan covers planning policy, new communities, development management, enforcement and building control, with a consultancy unit providing specialist natural and built environment advice.

The Planning & New Communities Management Team monitors the Service Plan against programme. Performance against key indicators and the development of the Local Plan are monitored monthly, and reported to Portfolio Holder Meetings.

Potential operational risks to the service are identified at an early stage through the Planning & New Communities Risk Register, which is monitored quarterly by the Planning & New Communities Management Team and Executive Management Team (EMT). High level risks identified will also be included in the Strategic Risk Register for monitoring by EMT and approval by the relevant Portfolio Holder. Where service plan projects help to mitigate the risks identified in the Risk Registers, this is noted in the project tables below.

The Planning & New Communities Service has the following primary functions:

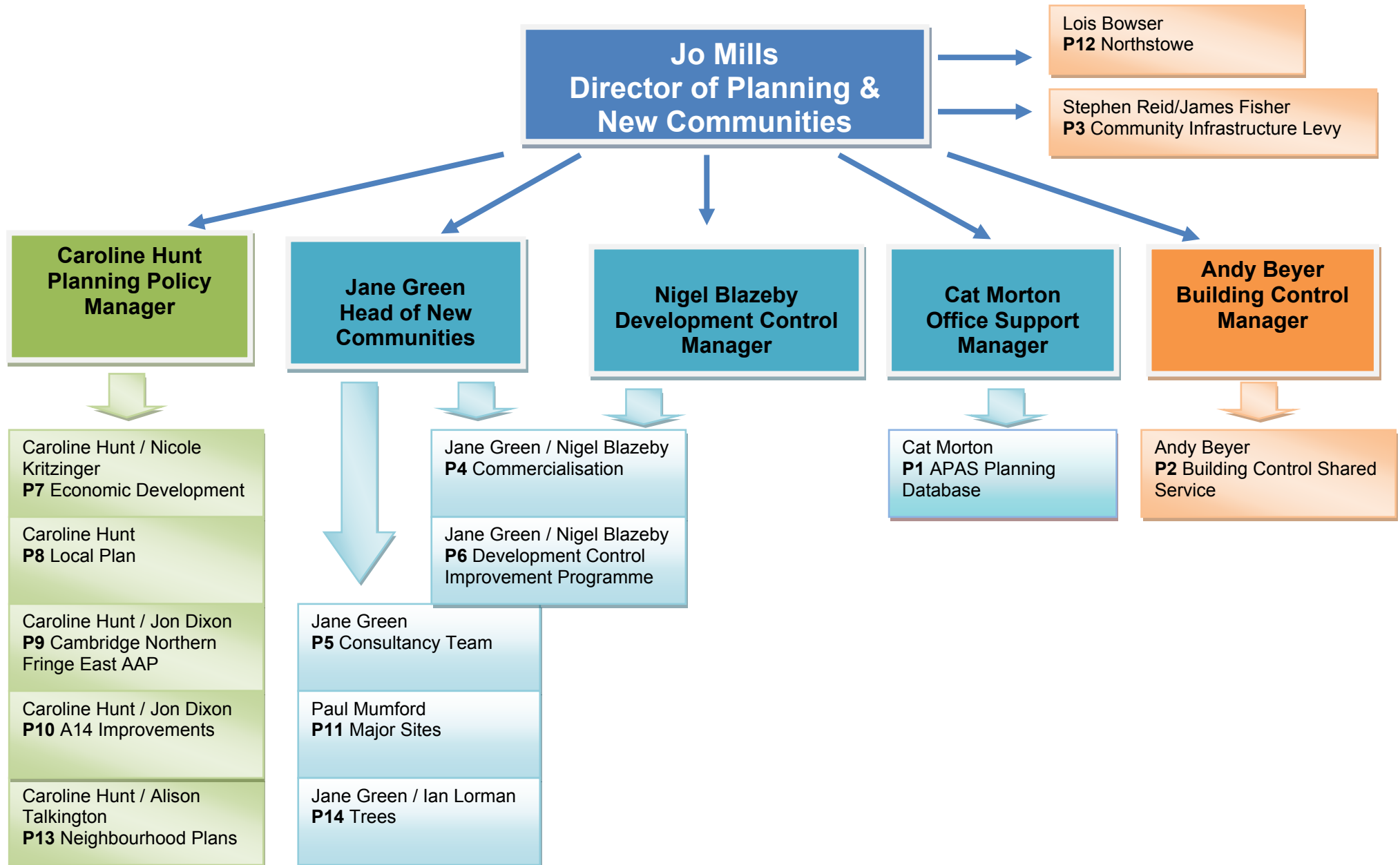
- To prepare a Local Plan and any necessary supporting Area Action Plans and Supplementary Planning Documents
- To support local communities that wish to prepare Neighbourhood Plans
- To determine planning applications
- To enforce planning consents where breaches occur
- To provide a Building Control service
- To support the functions of the service with specialist advice in relation to the natural and built environment

Key Stats

Performance 2013-14:

- The new Local Plan was submitted for examination to timetable on 28 March 2014.
- The number of planning applications received was 1,849, in 2013/14 compared to 1,701 received during 2012/13.
- Timeliness of decision making for planning applications has improved slightly over Large, Small and Other categories. The table below shows the outcome for the year:

Type of Application	Target	Actual 2012/13	Actual 2013/14	Change
Large	60% determined in 16 weeks	50%	50%	0%
Small	60% determined in 13 weeks	52%	58%	+ 6%
Minor	65% determined in 8 weeks	68%	63%	- 5%
Other	80% determined in 8 weeks	77%	80%	+ 3%



Project Programme

The following pages set out the project programme for each project identified. The prime objective for each project and the expected outputs to be completed during the life of the service plan are detailed, alongside agreed timescales.

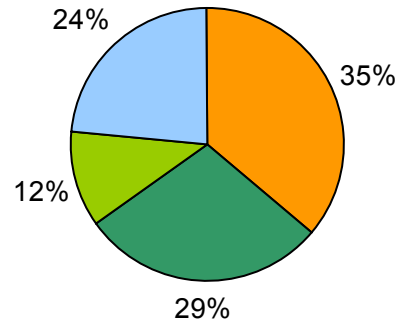
Each project is assessed for significance (some using the corporate project scoring matrix):

- Small
- Medium
- Major

and for Value for Money against four components:


- **Social and Economic benefits**
- **Service Quality**
- **Environmental Benefits**
- **Financial Benefits**

Overview of social value for all projects




Programme 2014 – 2015

P1 APAS Planning Database						
Prime Objective:	To upgrade the APAS Planning Database to module Build 75 followed by upgrade to Build 77.					
Outputs:	<ul style="list-style-type: none"> The successful implementation of Build 75 with the additional modules for Historic Records and Tree Applications and Tree Preservation Order Build 75 provides bug fixes to help ensure the system performs to the required standard Build 75 will provide a one system approach to record and application management, which will improve the coordination of resources to deliver more for less and maximise value for money Build 77 will provide further enhancements and better functionality 					
Timescales	Start Date: March 2014	End Date: June 2014 (Build 75) April 2015 (Build 77)	Project Duration: 8wks 16 weeks	Review Date: May 2014	Project Significance: Medium	Corporate Aim(s): (2)
VFM – Social Value		5%	One system for all applications. Information held in one system, providing a quicker response for customers			
Social and Economic Benefits		80%	Smarter working leading to a quicker more streamline process for processing applications.			
Service Quality		N/A	N/A			
Environmental Benefits		15%	Holding all of the information centrally will stop duplication when storing and finding information. Smarter way of working will also reduce officer time.			
Financial Benefits						

P2 Building Control Shared Service						
Prime Objective:	To develop a shared service with one or more adjoining Authorities.					
Outputs:	<ol style="list-style-type: none"> 1. A shared building control service operating across authority boundaries providing a resilient and consistent service. 2. A single point of contact for all clients irrespective of authority boundaries. 3. A single IT platform enabling mobile working and customer access reducing officer time, travel and expense. 4. A consistent fee and service level across boundaries enabling a competitive approach to Approved inspectors. 5. Increase income and market share and ability to market service. 6. A share in a private BC company generating income 					
Timescales:	Start Date: April 2014	End Date: June 2015 (shared service with Hunts) Further steps to be agreed	Project Duration: 15 months	Review Date: June 2014 December 2014	Project Significance: Medium	Corporate Aim(s): (6)
VFM – Social Value:		25%	Improved service with better control and more resilient protection service. Consistent service across boundaries.			
Social and Economic Benefits		25%	More efficient and resilient service with improved response times and inspection availability. More consistent approach			
Service Quality		25%	Mobile/home working reducing carbon travel footprint and reducing office costs.			
Environmental Benefits		25%	Potential for increased income from additional services, efficiencies, increased market share and potential AI private company			
Financial Benefits						

P3 Community Infrastructure Levy						
Prime Objective:	To secure the approval of a CIL charging schedule					
Outputs:	Phase 1 <ul style="list-style-type: none"> Issue Draft Charging Schedule Consultation Publicise the consultation Education of Members and Parish Councils Analysis of representations 			Phase 2 <ul style="list-style-type: none"> Submit Draft Charging Schedule and supporting documents for public examination Undertake examination Prepare the Council for the implementation of CIL 		
Timescales:	Start Date: April 2014	End Date: June 2015	Project Duration: 14 months	Review Date: July 2014 March 2015	Project Significance: Medium	Corporate Aim(s): 3, 11
VFM – Social Value: Social and Economic Benefits		30%	May lead to the delivery of projects that deliver social and economic benefit for the residents and businesses of South Cambridgeshire. Mandatory exemptions to self-build and affordable housing to achieve Government social objectives			
Service Quality		10%	Quicker process of planning applications Some applicants save money (on legal fees) by not requiring a section 106 agreement			
Environmental Benefits		10%	May lead to the delivery of projects that deliver environmental benefits for the resident and businesses of South Cambridgeshire			
Financial Benefits		50%	Potential for increased revenue from developments Increased flexibility and control for the District Council			

P4 Commercialisation						
Prime Objective:	To continue the move to a more business-like approach, securing income directly related to service delivery					
Outputs:	<ul style="list-style-type: none"> • Directly linking income to the service provided with effective performance management. • Streamlined processes and systems laid out in an Operations Manual supported by a training programme • Extending the use of Service Level Agreements and Planning Performance Agreements • A Planning Charter to support City Deal 					
Timescales:	Start Date: June 2014	End Date: Est June 2015	Project Duration: 12 months and then review	Review Date: March 2015	Project Medium	Corporate Aim(s): 7
VFM – Social Value: Social and Economic Benefits		N/A	N/A			
Service Quality		50%	A streamlined approach to all aspects of the service from informal inquiries and pre-application through to discharge of conditions and delivery on site which will efficiencies and generate income and result in a more resilient service.			
Environmental Benefits		N/A	N/A.			
Financial Benefits		50%	Generating additional income that directly relates to the service provided			

P5 Consultancy Team (Urban Design, Historic Buildings, Landscape & Ecology)						
Prime Objective:	Develop the Consultancy Unit.					
Outputs:	<ul style="list-style-type: none"> • Full implementation of the plan for the Consultancy Unit • SLA in place with Clients: Development Management, Northstowe & New Communities and Policy Teams • Improved customer satisfaction • Develop Design Enabling Panel and review March 2015 					
Timescales:	Start Date: May 14	End Date: March 15	Project Duration: 11 Months (each project will have its own programme)	Review Date March 2015	Project Category Medium	Corporate Aim(s): 2, 7
VFM – Social Value: Social and Economic Benefits		15%	The outcome will be productive use of heritage assets, and high quality design of new buildings and developments Supporting local communities through natural and built environment projects including village design guides			
Service Quality		60%	The key aim of this project is to improve quality of service.			
Environmental Benefits		15%	Conserve and enhance the environmental quality of the district			
Financial Benefits		10%	Contribute to commercialisation project through fee-earning work			


P6 Development Control Improvement Plan					
Prime Objective:	To achieve the appropriate balance between quality, customer service and timeliness				
Outputs:	<ul style="list-style-type: none"> • Each aspect of the planning process will be reviewed with benchmarking leading to improvement action plans, phased by order of priority • Service delivery more closely aligned to income • Streamlined processes and systems laid out in an Operations Manual • Programme of performance management, with agreed review dates for processes and systems 				
Timescales:	Start Date: July 2013	End Date: June 2015.	Project Duration: Phase 1 implemented by October 2014 Phase 2 implemented by April 2015 Phase 3 implemented by July 2015	Project Category Medium	Corporate Aim(s): 2, 7
VFM – Social Value: Social and Economic Benefits		10%	Efficient planning services working with applicants, parish councils and residents to deliver the development needs of the district, continue to strengthen its economy		
Service Quality		70%	A key aim of the project is to clarify and simplify the planning service for customers		
Environmental Benefits		10%	Protecting the district's status as one of the best places in the country		
Financial Benefits		10%	Contribute to commercialisation project through matching pre-application and other fees directly to service delivered		

P7 Economic Development						
Prime Objective:	Develop Economic Development Services					
Outputs:	<ul style="list-style-type: none"> - Implement Key Account Management and streamlined approach to dealing with Informal Enquiries - Implement a similar approach to Strategic Partnerships - Rural Business Programme - Fresh approach to Inward Investment and Local Growth - 'Oven Ready' projects for funding bids 					
Timescales:	Start Date: May 14	End Date: Feb 15	Project Duration: 11 Months	Review Date November 2014 March 2015	Project Category Low	Corporate Aim 3
VFM – Social Value: Social and Economic Benefits		40%	The Rural Business and Pubs Programmes will support our village economies. Key Account Management, Inward Investment support and similar initiatives will support the continued growth of the local economy.			
Service Quality		50%	There is currently no joined-up approach to managing key accounts and dealing with informal enquiries. A corporate approach will enhance services to business customers and strategic partners.			
Environmental Benefits		0%	N/A			
Financial Benefits		10%	A streamlined approach to Key Account Management and dealing with informal enquiries will bring efficiencies through bringing better information at the first point of contact, or a single point of contact.			

P8 Local Plan						
Prime Objective:	To adopt a new Local Plan for South Cambridgeshire, identifying development needs, sites and policies to deliver the growth agenda to 2031					
Outputs:	An adopted Local Plan and Policies Map					
Timescales:	Start Date: April 2011	End Date: Spring/Summer 2015	Project Duration: 4 years	Review Date: Autumn 2014	Project Score: Major	Corporate Aim(s): 3,11
VFM – Social Value: Social and Economic Benefits		35%	Providing for the housing, employment and service needs of the district			
Service Quality		10%	Providing a clear and up to date development plan to support appropriate development proposals			
Environmental Benefits		35%	A development strategy that meets development needs in a sustainable way			
Financial Benefits		20%	Providing a positive and flexible plan to encourage and provide for economic growth in the district			

P9 Cambridge Northern Fringe East Area Action Plan						
Prime Objective:	To adopt a new Area Action Plan for Cambridge Northern Fringe East, jointly with Cambridge City Council, acting as a catalyst for development at this new gateway to Cambridge once the Science Park Station is developed					
Outputs:	An adopted Area Action Plan for a mixed use employment led development; new railway station and public transport gateway at Chesterton sidings.					
Timescales:	Start Date: Spring/summer 2014	End Date: Winter 2016	Project Duration: 2.5 years	Review Date: Autumn 2014	Project Score: Medium	Corporate Aim(s): 3, 6, 11
VFM – Social Value:		60%	Providing for the employment led development and a new gateway to Cambridge with social and economic benefits			
Social and Economic Benefits		10%	Providing a clear and up to date plan to support appropriate development proposals			
Service Quality		20%	A plan that meets development needs in a sustainable way			
Environmental Benefits		10%	Providing a positive and flexible plan to encourage and provide for economic growth in the northern fringe east area			
Financial Benefits						

P10 A14 Development Consent Order Application			
Prime Objective:	To coordinate the Council's response to the Highways Agency A14 Cambridge to Huntingdon Improvement Scheme		
Outputs:	<ul style="list-style-type: none"> • On-going pre-application discussions and coordination of comments from specialists • Preparation of response to the Development Consent Order Application • Preparation of Local Impact Report • Preparation of Statement of Common Ground • Participation in the EIP as appropriate. 		
Timescales:	Start Date: Sept 13	End Date: Early 2016	Project Duration: 2.5 years
VFM – Social Value: Social and Economic Benefits		60%	Delivery of the A14 will help unlock growth sites in the district, and support economic development.
Service Quality		5%	Coordinate and provide an efficient response from the Council
Environmental Benefits		30%	Scheme will include mitigation measures to address environmental impacts
Financial Benefits		5%	Delivery of the A14 will have financial benefits for the district.

P11a Major Sites: Cambridge Fringe Sites - Cambridge East - Wing						
Prime Objective:	To set the foundations for the delivery of a successful new community					
Outputs:	Delivery of an outline planning consent and appropriate Section 106 agreement for 1300 homes; primary school; local centre; petrol station and commercial development.					
Timescales:	Start Date: December 2013	End Date: Spring/Summer 2015	Project Duration: 2 years	Review Date: Autumn 2014	Project Score: Medium	Corporate Aim(s): 11
VFM – Social Value: Social and Economic Benefits		50%	Providing for the housing, employment and service needs of the district			
Service Quality		25%	Providing a timely service to the applicant and allowing stakeholders to be empowered through the planning process. Use of Planning Performance Agreements.			
Environmental Benefits		10%	A development in a sustainable location that is built and inhabited in a sustainable way			
Financial Benefits		15%	Providing for economic growth in the district, new homes bonus and the delivery of the target needed to secure City Deal			

P11b Major Sites: Cambridge Fringe Sites - Trumpington Meadows						
Prime Objective:	To continue the delivery of housing, infrastructure and community facilities					
Outputs:	Delivery of reserved matters and discharge of condition planning consents for housing and the local centre. The outline consent is for 1,200 homes split between the City and South Cambs with 40% affordable units; primary school and community facilities; local centre; and 60ha country park.					
Timescales:	Start Date: April 2011	End Date: Winter 2015	Project Duration: 4 years	Review Date: Autumn 2014	Project Score: Low	Corporate Aim(s): 11
VFM – Social Value: Social and Economic Benefits		50%	Providing for the housing, employment and service needs of the district			
Service Quality		25%	Providing a timely service to the applicant and allowing stakeholders to be empowered through the planning process. Implementation of the DCIP. Use of Planning Performance Agreement (not currently in place).			
Environmental Benefits		10%	A development in a sustainable location that is built and inhabited in a sustainable way			
Financial Benefits		15%	Providing for economic growth in the district, new homes bonus and the delivery of the target needed to secure City Deal			

P11c Major Sites: Cambridge Fringe Sites - Northwest Cambridge						
Prime Objective:	To continue the delivery of housing, infrastructure and community facilities					
Outputs:	Delivery of reserved matters and discharge of condition planning consents for housing, university facilities and the local centre. Outline consent is for 3000 homes (1500 for University staff, 1500 market homes); 2000 student rooms; 60,000sqm of academic and faculty development; 40,000sqm of research and commercial uses.					
Timescales:	Start Date: April 2011	End Date: Spring/Summer 2015	Project Duration: 4 years	Review Date: Autumn 2014	Project Score: Medium	Corporate Aim(s): 11
VFM – Social Value: Social and Economic Benefits		50%	Providing for the housing, employment and service needs of the district			
Service Quality		25%	Providing a timely service to the applicant and allowing stakeholders to be empowered through the planning process. Implementation of the DCIP. Use of Planning Performance Agreements.			
Environmental Benefits		10%	A development in a sustainable location that is built and inhabited in a sustainable way			
Financial Benefits		15%	Providing for economic growth in the district, new homes bonus and the delivery of the target needed to secure City Deal			

P11d Major Sites: Cambridge Fringe Sites - Darwin Green						
Prime Objective:	To set the foundations for the delivery of a successful new community					
Outputs:	Delivery of an outline planning consent and appropriate Section 106 agreement DG1- 1780 homes (30% affordable); primary school; community and retail facilities. DG2- 1100 homes					
Timescales:	Start Date: April 2011	End Date: DG1 Spring/Summer 2015 DG2 tbc	Project Duration: 4 years	Review Date: Autumn 2014	Project Score: Major	Corporate Aim(s): 11
VFM – Social Value:		50%	Providing for the housing, employment and service needs of the district			
Social and Economic Benefits		25%	Providing a timely service to the applicant and allowing stakeholders to be empowered through the planning process. Implementation of the DCIP. Use of Planning Performance Agreements.			
Service Quality		10%	A development in a sustainable location that is built and inhabited in a sustainable way			
Environmental Benefits		15%	Providing for economic growth in the district, new homes bonus and the delivery of the target needed to secure City Deal			
Financial Benefits						

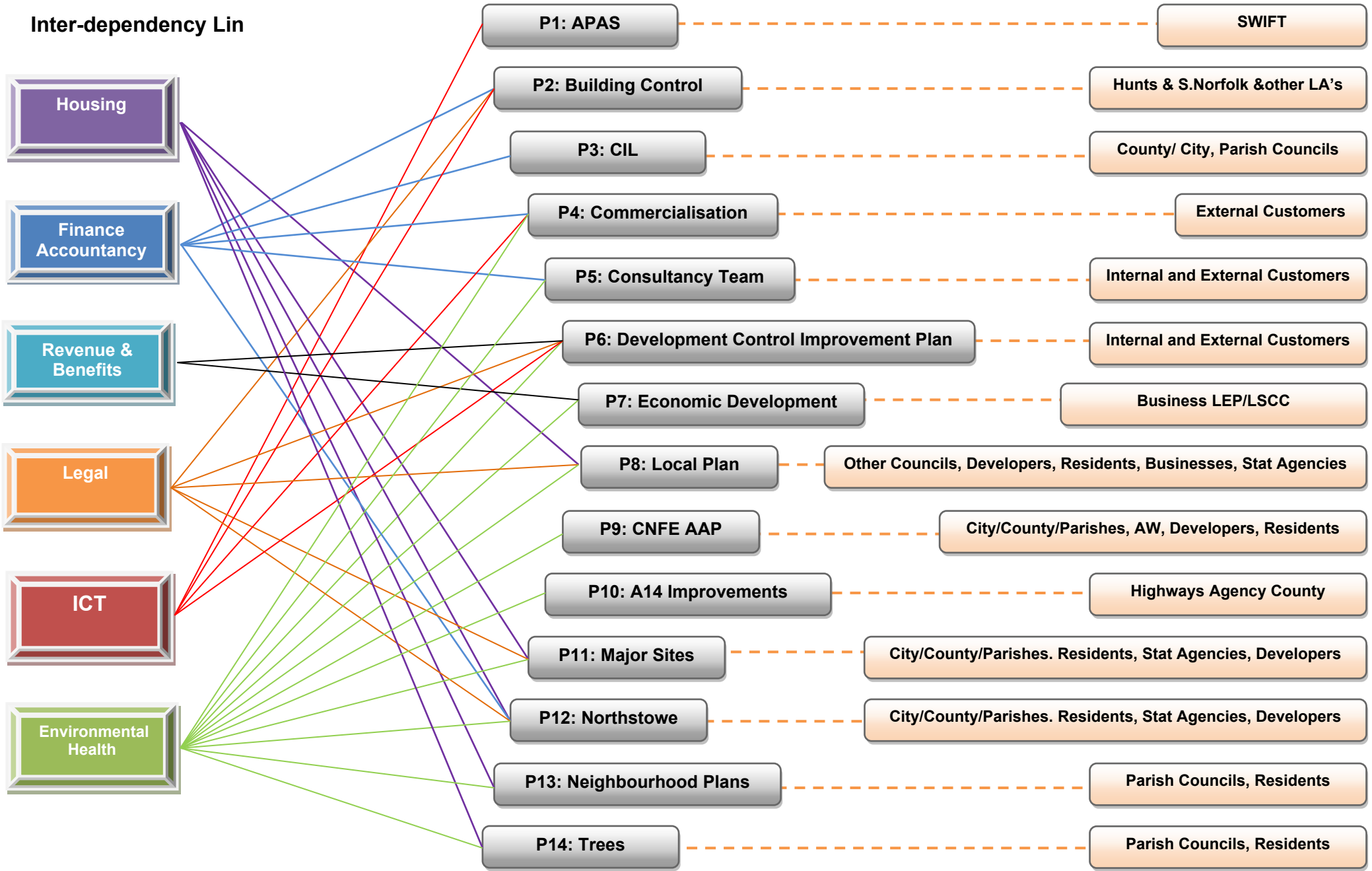
P11e Major Sites: Cambourne						
Prime Objective:	To continue to support the successful new community					
Outputs:	Delivery of reserved matters planning consents for Upper Cambourne and the remaining 3300 land parcels Delivery of a planning strategy for West Cambourne					
Timescales:	Start Date: April 2011	End Date: Spring/Summr 2015	Project Duration: 4 years	Review Date: Autumn 2014	Project Score: Low	Corporate Aim(s): 11
VFM – Social Value: Social and Economic Benefits		50%	Providing for the housing, employment and service needs of the district			
Service Quality		25%	Providing a timely service to the applicant and allowing stakeholders to be empowered through the planning process. Implementation of the DCIP. Use of Planning Performance Agreements.			
Environmental Benefits		10%	A development in a sustainable location that is built and inhabited in a sustainable way			
Financial Benefits		15%	Providing for economic growth in the district.			

P12 Northstowe						
Prime Objective:	To facilitate the delivery of the new town of Northstowe, attaining the highest quality					
Outputs:	<ul style="list-style-type: none"> - To discharge all the conditions submitted to SCDC by Gallagher within 6 weeks of receipt - To prepare a community realm management strategy - To adhere to the PPA for the Phase 2 planning application, subject to HCA equally meeting the PPA; and including public consultation and s106 negotiations - To develop proposals for the Joint Delivery Vehicle with CCC and HCA - To develop a community services strategy - To recommend planning consent for the primary school in phase 1 at the NJDCC by October - To obtain agreement to the economic development strategy for Northstowe from key partners 					
Timescales:	Start Date: May 2014	End Date: March 2015 for all, with Phase 2 resolution to grant Sept 2015, and consent issued March 2016	Project Duration: 22 months	Review Date: March 2015	Project Score: Major	Corporate Aim(s): 11
VFM – Social Value: Social and Economic Benefits		25%	Early delivery of primary and secondary schools, with community facilities, will bring social and economic benefits. Economic Strategy for Northstowe will involve actions to bring economic benefits to the new town The Community Service strategy will set out a strategy for public service delivery in Northstowe			
Service Quality		40%	The PPA's are proving very effective, timetables are being kept by all parties as far as possible Community consultation is maintained through regular drop ins, the Parish Forum and newsletters Joint Delivery Vehicle offers potential to enhance services			
Environmental Benefits		15%	A management strategy for the public realm will facilitate high quality maintenance regimes. Phase 2 negotiations will seek to deliver exemplar environmental proposals.			
Financial Benefits		20%	Joint Delivery Vehicle will give SCDC direct investment and return from Northstowe, delivery affordable homes and other benefits S106 agreement for Phase 1 provides funding for community engagement officer, and other matters S106 agreement for Phase 2 will bring direct financial benefits to mitigate development			

P13 Neighbourhood Plans						
Prime Objective:	To establish the Council's protocol for supporting Parish Councils in the preparation of Neighbourhood Plans, and support those parishes which are preparing Neighbourhood Plans.					
Outputs:	<ul style="list-style-type: none"> An agreed protocol for supporting Parish Councils in preparing Neighbourhood Plans Identify Strategic Policies for Neighbourhood Planning Support Parishes including Linton and Hildersham; and Histon and Impington, to prepare Neighbourhood Plans 					
Timescales:	Start Date: Summer 2014	End Date: Ongoing	Project Duration: 8 months	Review Date: Autumn 2014 Autumn 2015	Project Score: Medium	Corporate Aim(s): 4
VFM – Social Value: Social and Economic Benefits		30%	To support preparation of Neighbourhood Plans that can bring forward locally generated proposals for homes, jobs and services			
Service Quality		40%	Providing clarity to local communities on the support they can expect from the Council if they decide to prepare a Neighbourhood Plan for their area			
Environmental Benefits		20%	To support preparation of Neighbourhood Plans that can bring forward locally generated proposals to protect and enhance the local environment			
Financial Benefits		10%	Costs of Council's support may be covered by Government grants (TBC)			

P14 Trees					
Prime Objective:	Enhanced Tree Service				
Outputs:	<ul style="list-style-type: none"> • New module on APAS to manage applications for works to Trees in Conservation Areas • Cost effective management and maintenance plans for the 3 Closed Church yards (Gt Shelford, Horsehealth & Willingham) • A programme which supports a district network of Parish Tree Wardens • SLA with housing service. • Improved processes and Operations Manual • A Review of TPO • Timely decision making maintained. 				
Timescales:	Start Date: May 14	End Date: March 15	Project Duration: 11 Months (each project will have its own programme)	Project score: Medium	Corporate Objective 4
VFM – Social Value: Social and Economic Benefits		10%	.Effective support to Parish Tree Wardens helps communities sustain local knowledge and activities		
Service Quality		60%	Revised and updated procedures, SLA or management plans in place. Improved information on website for customers. Addressing this will provide clarity, consistency and a more focussed and efficient customer service and increased staff engagement and satisfaction.		
Environmental Benefits		25%	Enhanced services which afford protection and enable prompt maintenance to tree stock across the District. 3 local heritage assets managed for local communities.		
Financial Benefits		5%	A 5yr management plans for closed Churchyards will enable informed Council budget planning in future years.		

Inter-dependency Lin



Project Plan – Milestones

	Project Type	April 2014	May 2014	June 2014	July 2014	Aug 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	March 2015	Carried Fwd
P1	APAS			BUILD 75 GO LIVE							BUILD 77 PROJECT PROPOSAL →			TIMETABLE & FURTHER STEPS TO BE AGREED
P2	Building Control		PROJECT PLAN	UPDATE PROPOSAL	CABINET REPORT	MONTHLY PROJECT BOARD MEETINGS ESTABLISHED		(REGIONAL LABC BOARD MEETING)	CABINET REPORT	UPDATE PROJECT PLAN				SHARED SERVICE IMPLEMENTATION TIMETABLE TO BE AGREED
P3	CIL			END CONSULTATION				CABINET FOR SUBMISSION	SUBMIT FOR EXAMINATION					EXAMINATION
P4	Commercialisation				(EMT) APPROVAL TO APPOINT BUSINESS MANGER			RECRUIT BUSINESS MANAGER/ PLANNING CHARTER TO EMT	PLANNING CHARTER TO JSTSPG/EXTEND USE OF PPA'S TO PFH	PLANNING CHARTER AGREED BY PFH	EXTEND USE OF PPA'S IMPLEMENTED			PREMIUM SERVICES
P5	Consultancy Team	PHASE 1 TRAINING	CONSULTANCY UNIT GOES LIVE NEW SURGERIES START				SLA In PLACE PHASE 2 & REFRESHER TRAINING	RECRUITMENT	PFH PROGRESS SLA with HUNTS SLA WITH LAND CHARGES	FAQ ON WEBSITE CONSULTATION VIA APAS	REVIEW OTHER PROF.ADVISE NEEDED	NEW GUIDANCE LEAFLETS PHASE 3 TRAINING	REVIEW OF DESIGN & ENABLING PANEL APPROACH TO BAR & CA APPRAISALS	PREMIUM SERVICE TRAINING PARISHES & EMBERS BUSINESS PLANNING.
P6	Development Control Improvement Plan			PRE-APPS FEES REPORT TO PFH	EMT- PROGRESS	PHASE 2 PROJECTS COMMENCE	EMT PROGRESS REPORT		PFH PRE-APP FEES REPORT & OTHER PLANNING PROPOSALS	EMT – PHASE 2 RECOMMENDATIONS	PHASE 3 START NEW PREAPP FEES START REVIEW WEBPAGES			PHASE 2 IMPLEMENTATION APRIL 2015 PHASE 3 IMPLEMENTATION JULY 2015
P7	Economic Development							CONCLUDE WATERBEACH & START 2 ND RURAL BUSINESS	ROUND 2 LOCAL GROWTH FUND BID	PFH KEY ACCOUNT MANGEMENT	KEY ACCOUNT MANAGEMENT			
P8	Local Plan						PRE-HEARING MEETING		EXAMINATION					MAJOR ROADS CONSULTATION ADOPTION
P9	CNFE AAP							JSTSPG – ISSUES & OPTIONS REPORT	PFH – ISSUES & OPTIONS REPORT	ISSUES & OPTIONS CONSULTATION →				PROPOSED SUBMISSION AAP & STAGES TO ADOPTION
P10	A14								SUBMISSION OF DEVELOPMENT CONSENT ORDER					WORK DUE TO COMMENCE 2016
P11	Major Sites		CAMBOURNE HIGH STREET/ CATERING SITE	TRUMPINGTON MEADOWS LOCAL CENTRE. JDCC. ORCHARD PARK HANDOVER TO DC EMT GROWTH UPDATE	NW CAMBS-STAGE 2 OF PHASE 1 WITHIN SCDC PLANNING PROGRAMME WITH KEY MILESTONES		NW CAMBRIDGE NEW PPA SIGNED CAMBOURNE WEST PRE APP	TRUMPINGTON MEADOWS PHASE 2 PRE-APP	WING COMMITTEE CAMBOURNE WEST APP SUBMITTED	DARWIN GREEN 2&3 PRE-APP	DARWIN GREEN 2&3 NEW PPA SIGNED		PHASE 2- NWC BOURNE VILLAGE PRE-APP	TRUMPINGTON MEADOWS LATER PHASES AUTUMN 2015 WING. REM & CONDITIONS. RELOCATION DG 2&3 APP SUBMITTED
P12	Northstowe		PHASE 1 PERMISSION ISSUED		JOINT DELIVERY VEHICLE CABINET REPORT	PHASE 2 APPLICATION SUBMITTED		JOINT DELIVERY VEHICLE CABINET REPORT				PUBLIC SERVICE DELIVERY AGREEMENT - CABINET	PHASE 2 DRAFT S106 HEADS OF TERMS TO CABINET	PHASE 2 PLANNING APPLICATION – JDCC JULY 2015 JV NEGOTIATIONS TO BE CONCLUDED
P13	Neighbourhood Plans						AGREED HISTON & IMPINGTON NEIGHBOURHOOD AREA/SLA FOR PARISH COMMENTS (PFH)		PFH – STRATEGIC POLICIES					SUPPORT PARISH COUNCILS WITH NEIGHBOURHOOD PLANS
P14	Trees						RECRUITMENT		PFH PROGRESS	GO LIVE WITH NEW TREE APPS IN APAS	SLA WITH HOUSING>	PROGRAMME FOR TREE WARDENS	GO LIVE WITH TPO IN APAS PLAN FOR CLOSED CHURCHYARDS	TPO REVIEW

