

A meeting of the **OVERVIEW AND SCRUTINY PANEL (ECONOMY AND GROWTH)** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, CAMBS, PE29 3TN** on **TUESDAY, 8TH MARCH 2016** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 5 - 10)

To approve as a correct record the Minutes of the meeting held on 9th February 2016.

**A Green
388008**

2. MEMBERS' INTERESTS

To receive from Members declarations as to disclosable pecuniary and other interests in relation to any Agenda item.

3. NOTICE OF KEY EXECUTIVE DECISIONS (Pages 11 - 16)

A copy of the current Notice of Key Executive Decisions is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**M Sage
388007**

4. CORPORATE PLAN (Pages 17 - 34)

The Corporate Plan is to be presented to the Panel.

**A Dobbyne
388100**

5. LOCAL DEVELOPMENT SCHEME (Pages 35 - 50)

To receive a report from the Head of Development on the Local Development Scheme.

**A Moffat
388400**

6. LOCAL PLAN TO 2036 PROGRESS REPORT (Pages 51 - 58)

The Local Plan To 2036 Progress Report is to be presented to the Panel.

**A Moffat
388400**

7. GODMANCHESTER AND ST NEOTS NEEDS ANALYSIS OF OPEN SPACE AND PLAY FACILITIES

The Panel is to receive the Godmanchester and St Neots Needs Analysis of Open Space and Play Facilities. **(To Follow)**

**A Merrick
388635**

8. UPDATE ON THE IMPLEMENTATION OF OPEN SPACE AND PLAY FACILITIES FUNDED FROM SECTION 106 CONTRIBUTIONS

The Interim Head of Operations is to present an update on the Implementation of Open Space and Play Facilities Funded from Section 106 Contributions. **(To Follow)**

**A Merrick
388635**

9. WORK PLAN STUDIES (Pages 59 - 60)

To consider the work programmes of the Communities and Customers and Finance and Performance Overview and Scrutiny Panels.

**A Green
388008**

10. OVERVIEW AND SCRUTINY PROGRESS (Pages 61 - 64)

To consider a report on the Panel's activities and scrutinise decisions taken since the last meeting as set out in the Decision Digest (circulated separately).

**A Green
388008**

Dated this 26th day of February 2016



Head of Paid Service

Notes

1. Disclosable Pecuniary Interests

(1) *Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.*

(2) *A Member has a disclosable pecuniary interest if it -*

(a) relates to you, or

(b) is an interest of -

(i) your spouse or civil partner; or

(ii) a person with whom you are living as husband and wife; or

(iii) a person with whom you are living as if you were civil partners

and you are aware that the other person has the interest.

(3) *Disclosable pecuniary interests includes -*

(a) any employment or profession carried out for profit or gain;

(b) any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the Council);

(c) any current contracts with the Council;

(d) any beneficial interest in land/property within the Council's area;

(e) any licence for a month or longer to occupy land in the Council's area;

(f) any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or

(g) a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.

Non-Statutory Disclosable Interests

- (4) *If a Member has a non-statutory disclosable interest then you are required to declare that interest, but may remain to discuss and vote providing you do not breach the overall Nolan principles.*
- (5) *A Member has a non-statutory disclosable interest where -*
- (a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or*
 - (b) it relates to or is likely to affect a disclosable pecuniary interest, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association, or*
 - (c) it relates to or is likely to affect any body –*
 - (i) exercising functions of a public nature; or*
 - (ii) directed to charitable purposes; or*
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of control or management.*

and that interest is not a disclosable pecuniary interest.

2. Filming, Photography and Recording at Council Meetings

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Please contact Mr Adam Green, Democratic Services Officer (Scrutiny), Tel No. 01480 388008/e-mail Adam.Green@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the District Council's website – www.huntingdonshire.gov.uk (under Councils and Democracy).

If you would like a translation of Agenda/Minutes/Reports or would like a large text version or an audio version please contact the Elections & Democratic Services Manager and we will try to accommodate your needs.

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (ECONOMY AND GROWTH) held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, Cambs, PE29 3TN on Tuesday, 9th February 2016.

PRESENT: Councillor T D Sanderson – Chairman.

Councillors Mrs B E Boddington, J W Davies, Mrs A Dickinson, I D Gardener, S Greenall, P Kadewere and R J West.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors I C Bates, B S Chapman, D A Giles and K D Wainwright.

IN ATTENDANCE: Councillors J D Ablewhite, R C Carter, D B Dew, R Fuller and Mrs L Kadić.

13. MINUTES

The minutes of the meeting of the Panel held on 12th January 2016 were approved as a correct record and signed by the Chairman.

14. MEMBERS' INTERESTS

No declarations of interests were received.

15. NOTICE OF KEY EXECUTIVE DECISIONS

The Panel received and noted the current Notice of Key Executive Decisions (a copy of which is appended in the Minute Book) which has been prepared by the Executive Leader for the period 1st February 2016 to 31st May 2016.

16. UPDATE ON GREEN SPACE PROVISION

The Panel received an update on Green Space Provision. Members were informed that the Council has the Supplementary Planning Document 'Huntingdonshire Local Development Framework Developer Contributions Supplementary Planning Document 2011' which governs Open Space Policy.

The Panel has been informed that the Policy states that new open space and/or facilities on-site must be offered to local Town and Parish Councils for adoption in the first instance and then to the District Council. Should the District Council not be a position to adopt such provision then developers must submit a proposal detailing how a Trust will manage the open spaces.

Members have been advised that in respect of Section 106 (S106) money it is necessary for the Council to be proactive and set out its priorities. The needs analysis work for future open space and play

facilities across the District has highlighted the current deficiencies and therefore the Council are now able to identify the priorities.

The Panel agreed that Town and Parish Councils should take responsibility for the open spaces. In addition, Members have highlighted the importance for the Council to be proactive and set its priorities in order to make Huntingdonshire a place where residents want to live.

Following a question on how a Trust works, the Panel was informed that Trusts encourage communities to become more involved with their open spaces and facilities as residents are required to contribute to the management and maintenance of open spaces and facilities.

In response to a question regarding resident contributions Members were advised that there would be a covenant placed upon the property which would require the resident to contribute towards the maintenance costs of open spaces.

After a query on Town and Parish Council's understanding and implementation of Section 106 (S106) Members were advised that the Council provides an ongoing programme of training for Town and Parish Councils in which a session could be focused on S106.

A concern has been raised in connection with the maintenance costs differing dependent upon the size and shape of open spaces. Whereby, Members have been informed that the Council would work with developers to ensure that size and shape of open spaces are to a standard which does not adversely affect the maintenance cost of the open space.

The Panel have indicated that they would like to receive an update on S106 money as well as a demonstration of how the Council's Huntingdonshire Local Development Framework Developer Contributions Supplementary Planning Document 2011 relates to a development such as Wintringham Park, St Neots.

(At 7.05pm, during the discussion on this item, Councillor D B Dew entered the meeting).

17. EVENTS POLICY FOR PARKS AND OPEN SPACES

With the aid of a report by the Interim Head of Operations (a copy of which is appended in the Minute Book) the Events Policy for Parks and Open Spaces was presented to the Panel. Members were informed that the Policy sets out a framework for the consideration, programming and operation for a variety of events in Council-owned parks and open space.

The Policy highlights the five types of events that could be staged in the Council's parks and open spaces, which are:

- events by registered charities;
- events organised by voluntary groups or organisations;
- commercial events;
- events and activities that enhance the environment;
- and
- civic events.

Furthermore the Policy has a proposed schedule of charges, however discretion has been given to the Executive Councillor for Operations and the Environment to ensure that Charities, Voluntary Groups, Town and Parish Council are not disadvantaged by the Policy.

Members were reminded that currently the Council only has one charge which is £243 per day for fun fayres. The Panel were informed that when the fayres arrive on site early and are not operational the showmen do not want to pay the charge for the non-operational days.

In response to a concern regarding prohibited groups, the Panel has been advised that it is not possible to have a complete exhaustive list of prohibited groups and that the Policy outlines the criteria for prohibited events to which an event could be measured against.

Following a suggestion from a Member that the Council could only charge the fayre half the amount for each day the site was occupied but the fayre was not operational, the Panel was advised that the Council needs to have a clear charge and it was hoped that with the policy the Council is able to have a meaningful conversation with the Showman's Guild.

After a question in regards to events taking place upon the highway Members were informed that there is an Events Advisory Safety Group. Attendance at the group is not mandatory however event organisers are encouraged to attend so that they could receive feedback from the Police.

Members have indicated they would like to see two sets of commercial fees to distinguish between local businesses and larger nationwide businesses. In addition the Panel have requested a distinction to be made between national and local charities, as a local charity does not have the resources available similar to a national charity.

Concerns were raised that Town and Parish Council events would be treated as commercial events despite the possibility that such events could lose money. In response the Panel was reminded that Town and Parish Councils have the ability to raise a precept to fund events. If the event is raising money for a charity then the Executive Councillor would discuss the matter with the Town/Parish Council.

The Panel wanted to place on record that they would like: more clarity to be given on Town and Parish Councils holding events; the policy to distinguish between large commercial organisations and local businesses and the policy to be well advertised.

18. ANNUAL MANAGEMENT PLANS FOR COUNTRYSIDE ASSETS

With the aid of a report by the Interim Head of Operations (a copy of which is appended in the Minute Book) the Annual Management Plans for Countryside Assets was received by the Panel. The report assesses the amenity and wildlife value of all the Countryside Service's assets as well as what Department or Agency is best placed to manage those assets.

Members have expressed support for the report as it clearly zones the areas and identifies the Department responsible for the maintenance of the assets. The Panel has requested that in future could site plans be included within future updates of the report.

It was emphasised to the Panel that during the preparation work for the Management Plans it became clear that the Countryside Service was working on areas that were not necessary. Members were informed that the Service is in good order but requires streamlining.

The Panel has requested to receive an update on the Management Plans in June 2016 with the inclusion of site plans and the assets ranked in the order of amenity and wildlife value.

19. GROUNDS MAINTENANCE - SERVICE SPECIFICATION

With the aid of a report by the Interim Head of Operations (a copy of which is appended in the Minute Book) the Grounds Maintenance Service Specification was presented to the Panel. The Service Specification has consolidated the existing Service Strategy with the aim of better directing the Grounds Maintenance activities delivered by the Operations Service.

Arising from a question regarding the maintenance of open space at Loves Farm, St Neots, the Panel has been advised that the land is owned by Cambridgeshire County Council and that they have their own service specification for Grounds Maintenance differ to the Council's.

Members have been informed that the Grounds Maintenance Service will be audited to ensure that maintenance frequencies are correct with those incorrect frequencies amended accordingly. The Panel were informed that during auditing the performance standard would also be assessed.

Following a question regarding the inclusion of Ramsey Cemetery on the proposed work plans the Panel was informed that the Council has a contract with Ramsey Town Council for grounds maintenance work at Ramsey Cemetery.

The Panel has been advised that there will be regular feedback on Grounds Maintenance with further reports at meetings of the Panel each quarter.

20. REVIEW OF WASTE POLICIES

With the aid of a report by the Interim Head of Operations (a copy of which is appended in the Minute Book) Review of Waste Policies was presented to the Panel. The review considers the following policies: lane end collection arrangements; rejections policy in respect of repeated contamination of bins; options for reducing the bin capacity on domestic collection (grey bins) to reduce the waste produced by households; and options for charging for replacement bins that have been damaged, lost or stolen.

Members have been informed that despite the awareness campaign the Council are still receiving contaminated waste. Where it is

possible to identify the resident responsible the Council will visit the resident to re-educate and ensure contamination does not occur in the future. As a last resort consideration would be given to removing the bin from the resident.

In respect of damaged, lost or stolen bins, the Panel has been informed that bins that have been damaged by the refuse collection crews will be replaced free of charge. As the bins have a life expectancy of 10 years, so long as the resident has not had a replacement bin within that period then the resident would not be charged for the replacement.

In terms of the three options for reducing the bin capacity, the Panel has been informed that all three options would go out to consultation. Members have expressed that the preferred option is to issue 140 litre bins to all new properties unless they have been built to accommodate six or more residents but providing an additional 240 litre blue bin for recyclates on request; and providing 140 litre bins to any property requesting a replacement bin.

Following a question from the Panel in regards to the wording of the bin capacity options Members were informed that if a resident would like a smaller bin all they would be required to do is request one.

(At 8.22pm, during the discussion of this item, Councillors R Fuller and Ms L Kadić left the meeting).

21. WORKPLAN STUDIES

The Panel received and noted a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) which contained details of studies being undertaken by the Overview and Scrutiny Panels for Communities and Customers and Finance and Performance.

Members noted that the Chairman would meet with the Chairman of the Overview and Scrutiny Panel (Communities and Customers) to discuss which Panel the Registered Social Providers Study should sit with.

(At 8.45pm, during the discussion on this item, Councillors J D Ablewhite, D B Dew and R C Carter left the meeting).

22. OVERVIEW AND SCRUTINY PROGRESS

With the aid of a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) the Panel reviewed the progress of its activities since the last meeting.

Chairman

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NOTICE OF KEY EXECUTIVE DECISIONS INCLUDING THOSE TO BE CONSIDERED IN PRIVATE

Prepared by Councillor J D Ablewhite
Date of Publication: 17 February 2016
For Period: 1 March 2016 to 30 June 2016

Membership of the Cabinet is as follows:-

Councillor J D Ablewhite	- Executive Leader of the Council	3 Pettis Road St. Ives Huntingdon PE27 6SR Tel: 01480 466941 E-mail: Jason.Ablewhite@huntingdonshire.gov.uk
Councillor R C Carter	- Executive Councillor for Operations & Environment	5 The Paddock Bluntisham Huntingdon PE28 3NR Tel: 07986 325637 E-mail: Robin.Carter@huntingdonshire.gov.uk
Councillor S Cawley	- Executive Councillor for Organisational Change & Development	6 Levers Water Huntingdon PE29 6TH Tel: 01480 435188 E-mail: Stephen.Cawley@huntingdonshire.gov.uk
Councillor D B Dew	- Executive Councillor for Strategic Planning & Housing	4 Weir Road Hemingford Grey Huntingdon PE28 9EH Tel: 01480 469814 E-mail: Douglas.Dew@huntingdonshire.gov.uk

Councillor J A Gray - Executive Councillor for Resources	Vine Cottage 2 Station Row Catworth Huntingdon PE28 0PE Tel: 01480 861941 E-mail: Jonathan.Gray@huntingdonshire.gov.uk
Councillor R Harrison - Executive Councillor for Strategic Economic Development & Legal	55 Bushmead Road Eaton Socon St Neots PE19 8GC Tel: 01480 406664 Email: Roger.Harrison@huntingdonshire.gov.uk
Councillor R Howe - Deputy Executive Leader of the Council with responsibility for Commercial Activities	The Old Barn High Street Upwood Huntingdon PE26 2QE Tel: 01487 814393 E-mail: Robin.Howe@huntingdonshire.gov.uk
Councillor D M Tysoe - Executive Councillor for Customer Services	Grove Cottage Maltings Lane Ellington Huntingdon PE28 OAA Tel: 01480 388310 E-mail: Darren.Tysoe@huntingdonshire.gov.uk

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Notice is hereby given of:

- Key decisions that will be taken by the Cabinet (or other decision maker)
- Confidential or exempt executive decisions that will be taken in a meeting from which the public will be excluded (for whole or part).

A notice/agenda together with reports and supporting documents for each meeting will be published at least five working days before the date of the meeting. In order to enquire about the availability of documents and subject to any restrictions on their disclosure, copies may be requested by contacting the Democratic Services Team on 01480 388169 or E-mail Democratic.Services@huntingdonshire.gov.uk. Agendas may be accessed electronically at www.huntingdonshire.gov.uk.

Formal notice is hereby given under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that, where indicated part of the meetings listed in this notice will be held in private because the agenda and reports for the meeting will contain confidential or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. See the relevant paragraphs below.

Any person who wishes to make representations to the decision maker about a decision which is to be made or wishes to object to an item being considered in private may do so by emailing Democratic.Services@huntingdonshire.gov.uk or by contacting the Democratic Services Team. If representations are received at least eight working days before the date of the meeting, they will be published with the agenda together with a statement of the District Council's response. Any representations received after this time will be verbally reported and considered at the meeting.

Paragraphs of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) (Reason for the report to be considered in private)

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the Financial and Business Affairs of any particular person (including the Authority holding that information)
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations that are arising between the Authority or a Minister of the Crown and employees of or office holders under the Authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the Authority proposes:-
 - (a) To give under any announcement a notice under or by virtue of which requirements are imposed on a person; or
 - (b) To make an Order or Direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Huntingdonshire District Council
 Pathfinder House
 St Mary's Street
 Huntingdon PE29 3TN.

- Notes:- (i) Additions changes from the previous Forward Plan are annotated ***
 (ii) Part II confidential items which will be considered in private are annotated ## and shown in italic.

3 Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
One Leisure Strategic Plan ##	Cabinet	17 Mar 2016		Ms Jayne Wisely, Head of Leisure and Health Tel No. 01480 388049 email:Jayne.Wisely@huntingdonshire.gov.uk	Appendix 2 – Categories 3 & 4	R Howe	Communities and Customers
Shared Services Governance	Cabinet	17 Mar 2016		Mrs Joanne Lancaster, Managing Director Tel No. 01480 388001 email: Joanne.Lancaster@huntingdonshire.gov.uk		S Cawley	Finance and Performance

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Sports Facilities Strategy for Huntingdonshire 2016 - 2021	Cabinet	17 Mar 2016		Ms Jayne Wisely, Head of Leisure and Health Tel No. 01480 388049 email: Jayne.Wisely@huntingdonshire.gov.uk		R Howe	Communities and Customers
Local Plan to 2036 Progress Report ***	Cabinet	17 Mar 2016		Mrs Clare Bond, Principal Planner Tel No. 01480 388435 email : Clare.Bond@huntingdonshire.gov.uk		D Dew	Economy and Growth
Events Policy for Parks and Open Spaces *** 1 4	Cabinet	17 Mar 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Economy and Growth
Review of Waste Policies ***	Cabinet	17 Mar 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Economy and Growth
Annual Management Plan for Countryside Assets ***	Cabinet	17 Mar 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Economy and Growth
Grounds Maintenance Service Specification ***	Cabinet	17 Mar 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Economy and Growth

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Corporate Plan ***	Cabinet	17 Mar 2016		Adrian Dobbyne, Corporate Team Manager Tel No. 01480 388100 email: Adrian.Dobbyne@huntingdonshire.gov.uk		J Ablewhite	All Panels
Local Development Scheme ***	Cabinet	17 Mar 2016		Mrs Clare Bond, Principal Planner Tel No. 01480 388435 email: clare.bond@huntingdonshire.gov.uk		D Dew	Economy and Growth
Housing Strategy 2016 - 2020	Cabinet	21 Apr 2016		Jo Emmerton, Housing Strategy Manager Tel No. 01480 388203 email: Jo.Emmerton@huntingdonshire.gov.uk		D Dew	Communities and Customers
Shared Services Joint Groups Terms of Reference and Business Plans (ICT, Legal and Building Control) ***	Cabinet	21 Apr 2016		Ms Julie Slatter, Corporate Director (Services) Tel No. 01480 388001 email: Julie.Slatter@huntingdonshire.gov.uk		J Ablewhite S Cawley D Tysoe R Harrison D Dew	Finance and Performance
Waste Service - Service Specification ***	Cabinet	21 Apr 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email:Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Economy and Growth
Creation of the Integrated Street Scene Service ***	Cabinet	21 Apr 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Economy and Growth

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Public
Key Decision - No*

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: CORPORATE PLAN 2016/18

Meeting/Date: Overview and Scrutiny Panel (Communities and Customers)
1st March 2016
Overview and Scrutiny Panel (Finance and Performance)
3rd March 2016
Overview and Scrutiny Panel (Economy and Growth) 8th
March 2016
Corporate Governance Panel 9th March 2016

Executive Portfolio: Councillor J D Ablewhite, Executive Leader

Report by: Louise Sboui, Policy, Performance and Transformation
Manager

Ward(s) affected: All Ward(s)

Executive Summary:

The purpose of this report is to seek comments on the draft Corporate Plan 2016/18.

The Council's Corporate Plan was reviewed in 2015, and it was agreed that a full refresh would take place early 2016 and Members would be involved with this.

This is a two year plan and outlines the Vision, Strategic Priorities and Objectives for Huntingdonshire District Council. The Plan set out what the council aims to achieve in addition to the core statutory services.

Recommendation(s):

That Members provide comment on the draft Corporate Plan 2016/18.

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1. WHAT IS THIS REPORT ABOUT/PURPOSE?

- 1.1 The purpose of this report is to present to Members a draft Corporate Plan for 2016/18.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 The Council needs a clear vision with strategic priorities for how it will achieve the objectives it wants. Members play a key role in developing and adopting the Corporate Plan 2016/18.
- 2.2 The Council's Corporate Plan was reviewed in 2015, and it was agreed that a full refresh would take place early 2016 and Members would be involved with this. This is a two year plan and outlines the Vision, Strategic Priorities and Objectives for Huntingdonshire. The Plan set out what the council aims to achieve in addition to the core statutory services.
- 2.2 This review has been timed to coincide with the development of Service Plans, and where appropriate actions or performance indicators in Service Plans for 2016/17 have been included in the Corporate Plan. Members will continue to monitor progress made against key activities and performance data in the Corporate Plan on a quarterly basis.
- 2.3 The Corporate Plan also provides the high level stage in the "golden thread" that runs from the Plan through Service Plans to individual objectives as set out in Staff Appraisals.

3. KEY IMPACTS/RISKS? HOW WILL THEY BE ADDRESSED?

- 3.1 The key impact is that everyone in the Council will be clear about the vision and priorities and their role in helping to deliver it.
- Officers will be clear about what is important and their role as identified through individual objectives
 - Financial Planning will be more clearly linked to corporate planning
 - Service Plans will be developed more clearly linked to corporate planning
 - Members will know what information they will get and when
 - Portfolio Holders will be able to hold Officers to account
 - Overview and Scrutiny will have the information they need to hold Portfolio Holders to account

4. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

- 4.1 The Corporate Plan will be made available to all employees through the Intranet. Members will receive a hard copy. The Key Actions and Performance Indicators in the Corporate Plan will be reported to Overview and Scrutiny, Cabinet and Council. This report will be an integrated report with Finance and Project information.

5. CONSULTATION

- 5.1 Senior management team have been involved in developing the draft Corporate Plan, with each Head of Service consulting with their teams.

6. LEGAL IMPLICATIONS

- 6.1 Not applicable for this report.

7. RESOURCE IMPLICATIONS

- 7.1 Whilst it is anticipated that there will be no resource implications as Service Plans are being prepared for 2016/17 to support the Corporate Plan, any resource issues will be identified.

8. OTHER IMPLICATIONS

- 8.1 There will be an Equality Impact Assessment (EIA) undertaken on the Corporate Plan to establish if there are implications to consider.

9 REASONS FOR THE RECOMMENDED DECISIONS

- 9.1 The Corporate Plan provides a clear direction for what we are doing, why we are doing it and what impact it is having. The number of Strategic Priorities has been reduced from three to four.

Existing Strategic Priorities:

- a strong local economy,
- enabling sustainable growth,
- working with our communities and
- ensuring we are a customer focused and service led council

Proposed Strategic Priorities:

- Enabling Communities
- Sustainable Growth
- Efficient and Effective council

10. LIST OF APPENDICES INCLUDED

Appendix 1 – Draft Corporate Plan 2016/18

BACKGROUND PAPERS

None

CONTACT OFFICER

Louise Sboui,
Policy, Performance and Transformation Manager
Corporate Team
Tel No 01480 388032

Corporate Plan 2016/18

Introduction

The Council's Corporate Plan sets out our priorities for 2016 - 2018, together with the key actions we are taking to achieve them over the next two years.

It is an ambitious programme of activity for a council that seeks to drive growth and investment in the local economy whilst at the same time challenging itself to deliver good services for a lower cost. To make savings, while still providing the high quality services local people want and deserve, we need to do things differently. This plan shows how we intend to explore these areas. This includes sharing the cost of providing services with other public bodies.

The reality for all district councils is that we are being asked to do more for less. To balance the books we need to continue to take every opportunity to share services with a like-minded council where it makes sense to do so. This will allow us to protect the range and quality of services we provide to local residents. The next couple of years will be both exciting and challenging for Huntingdonshire District Council. We are confident that council staff, with the support and leadership of our Councillors, will rise to the challenges ahead.

Cllr Jason Ablewhite
Executive Leader

Jo Lancaster
Managing Director

Contents

Vision, Strategic Priorities and Objectives

Strategic Priorities

- Enabling Communities
- Sustainable Growth
- Efficient and effective Council

Measuring our progress

Vision

We want to continue to improve the quality of life for the people of Huntingdonshire and work towards sustainable economic growth whilst providing value for money services

OR - We want to improve the quality of life, deliver economic growth and provide value for money services for the people of Huntingdonshire

Strategic Priorities and Objectives

Our plan for 2016 - 2018 will focus on:

- Enabling Communities
- Sustainable Growth
- Efficient and effective Council

Enabling Communities – our objectives are to:

- Create, protect and enhance our safe and clean built and green environment
- Support people to improve their health and well-being
- Support communities to become stronger and more resilient

Sustainable Growth – our objectives are to:

- Accelerate business growth and investment
- Remove infrastructure barriers to growth
- Develop a flexible and skilled local workforce
- Improve the supply of new and affordable housing, jobs and community facilities to meet future need

Efficient and Effective Council – our objectives are to:

- Become more efficient in the way we deliver services providing value for money services
- Deliver good customer service

The Corporate Plan sets out the council's vision and strategic priorities. The Plan drives the work of all our services and feeds into the Service Plans of each of our seven Service areas – Community Services, Corporate Team, Customer Services, Development, Leisure & Health,

Operations and Resources. The rest of this Corporate Plan shows our key actions for 2016 - 2018. We will regularly measure and report back on our progress on these important activities and these reports are published on our website

Potential to include a section on financial challenge setting out for example:

- Reductions in funding for local government
- What we have done so far to produce efficiencies
- How we are adapting to changing financial arrangements. E.g. funding that in the past came direct to the district council is now distributed via other organisations, such as the Local Enterprise Partnership (LEP), and we must continue to change our focus to ensure we have the skills to influence and work with these partners to access the money we need to deliver key projects.
- Changing needs of local population – ageing population, demand for housing, changing relationships with public sector partners (health, police)
- Despite all this change, we remain a district with many strengths – key transport links, high levels of employment etc

Potential to include a section on our District for example:

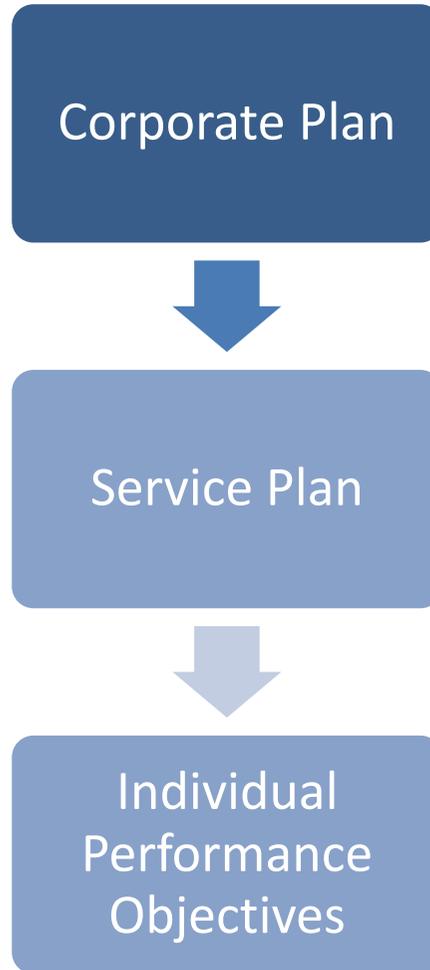
- Population, employment rates, skills, qualifications, transport links, house prices, rural isolation etc

Potential to include a section on the council for example:

- Number of Councillors, role of members,
- Key services that we provide
- Gross expenditure, where our funding comes from (income from charging for services and government grants)

There is a 'golden thread' that links our Vision, Strategic Priorities and Objectives with our day-to-day working priorities.

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Strategic Priorities	Objectives	Actions
Enabling Communities - we want to make Huntingdonshire a better place to live, to improve health and well-being and for communities to get involved with local decision making		
1a) Create, protect and enhance our safe and clean built and green environment	<p>Our work programme includes:</p> <ul style="list-style-type: none"> • ensuring that our streets and open spaces are clean and safe, • working closely with partners to reduce crime and anti-social behaviour, • improving the quality of the built environment in Huntingdonshire, and • providing quality green space and community facilities within new developments 	<p>Key actions for 2016/18 will include:</p> <ul style="list-style-type: none"> ○ Continue to manage and enhance the joint CCTV service with Cambridge City Council ○ Reduce incidences of littering ○ Support delivery of sustainable activities/facilities ○ Maintain clean open spaces ○ Adopt a new Design Guide as Supplementary Planning Document
1b) Supporting people to improve their health and well-being	<p>Our work programme includes:</p> <ul style="list-style-type: none"> • prioritising accessible open space on new housing developments • meeting the housing and support needs of our ageing population • enabling people to live independently through the provision of adaptation, accessible housing or support and we will help to prevent people from becoming homeless • working with partners to improve health and reduce health inequalities • providing accessible leisure, green spaces, countryside and culture opportunities 	<p>Key actions for 2016/18 will include:</p> <ul style="list-style-type: none"> ○ Increase physical activity levels through the provision of activities in One Leisure sites and in parks and open spaces ○ Prevent homelessness where possible by helping households either remain in their current home or find alternative housing ○ Assist non priority single homeless people with housing options through the Cambridgeshire Single Homelessness Service
1c) Stronger and more resilient communities to enable people to help themselves	<p>Our work programme includes:</p> <ul style="list-style-type: none"> • supporting community development and enabling the voluntary and community sector organisations to develop, and 	<p>Key actions for 2016/18 will include:</p> <ul style="list-style-type: none"> ○ Support community planning including working with parishes to complete neighbourhood and parish Plans

Strategic Priorities	Objectives	Actions
	<ul style="list-style-type: none"> working with communities to build resilience 	<ul style="list-style-type: none"> Review control and management of council owned assets and where mutually beneficial, transfer ownership of council owned community assets to the community (community resilience/help people to help themselves) Manage the Community Chest to encourage and promote projects to build and support community development
Sustainable growth - we want to make Huntingdonshire a better place to work and invest and we want to deliver new and appropriate housing		
2a) Accelerate business growth and investment	<p>Our work programme includes:</p> <ul style="list-style-type: none"> promoting inward investment; supporting economic growth in rural areas supporting new and growing businesses and promoting business success supporting economic growth by prioritising planning advice to growing key businesses, and supporting the delivery of the Alconbury Enterprise Zone (EZ). 	<p>Key actions for 2016/18 will include:</p> <ul style="list-style-type: none"> Deliver the council's Marketing Strategy Implementation Plan to raise the profile of Huntingdonshire as a location of choice for business growth and investment <i>An action around business rates – use of discretionary rate relief to support local businesses?</i> Advertise opportunities for local businesses by Publishing Online Schedule of Proposed Procurements to promote future contract opportunities
2b) Remove infrastructure barriers to growth	<p>Our work programme includes:</p> <ul style="list-style-type: none"> influencing the development of the Highways and Transport Infrastructure Strategy, and facilitating the delivery of infrastructure to support housing growth. 	<p>Key actions for 2016/18 will include:</p> <ul style="list-style-type: none"> Prepare an infrastructure Delivery Plan alongside the Local Plan Continue to work with partners and influence the Local Enterprise Partnership's Strategy, to secure resource to facilitate delivery and mitigate the impact of new housing and to drive economic growth

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Strategic Priorities	Objectives	Actions
		<ul style="list-style-type: none"> ○ Continue to provide active input into the delivery stage of the A14 to deliver the specific requirements of the council.
2c) Develop a flexible and skilled local workforce	<p>Our work programme includes:</p> <ul style="list-style-type: none"> ● ensuring there are sufficient skills to support the Enterprise Zone ● working with businesses to establish current and future skills needs, and ● create stronger links between businesses and education and training. 	<p>Key actions for 2016/18 will include:</p> <ul style="list-style-type: none"> ○ Work in partnership to ensure local delivery of training to meet business growth <i>need</i> ○ Encourage and support apprenticeships across the district ○ HDC to develop our own apprenticeship programme
2d) Improve the supply of new and affordable housing, jobs and community facilities to meet future need	<p>Our work programme includes:</p> <ul style="list-style-type: none"> ● ensuring an adequate supply of housing to meet objectively assessed needs, and ● planning and delivering the provision of decent market and affordable housing for current and future needs. 	<p>Key actions for 2016/18 will include:</p> <ul style="list-style-type: none"> ○ To prepare the Local Plan ○ Facilitate delivery of new housing on the large strategic sites at: <ul style="list-style-type: none"> ○ St Neots ○ Wyton ○ Maintain a 5 year housing land supply position ○ Adopt a new Housing Strategy and deliver the associated Affordable Housing Action Plan ○ Ensure our approach to Community Infrastructure Levy enables housing (NM)
Efficient and Effective Council - we want to continue to deliver value for money services		
3a) Become more efficient in the way we deliver services providing value for money services	<p>Our work programme includes:</p> <ul style="list-style-type: none"> ● Investigating and implementing a programme of Shared Services ● ensuring our Medium Term Financial Strategy is focused on strategic priorities ● maximising income opportunities 	<p>Key actions for 2016/18 will include:</p> <ul style="list-style-type: none"> ○ Develop full business cases for previously identified energy reduction projects across the council's estates ○ Introduce measures to reduce energy costs in one Leisure

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Strategic Priorities	Objectives	Actions
	<ul style="list-style-type: none"> • increasing the use of Information Technology to maximise efficiencies; and where possible, migrating customers to the lowest cost access channel • We will have a more engaged workforce • continue to reshape the way the council works to realise our savings target and improving council performance wherever possible • maximise council income through effective asset management, and collection activities. • continue to improve the efficiency of the council's customer access channel, and • continue to work with partners through shared services 	<ul style="list-style-type: none"> ○ Introduce more on line self-service delivery on the council website ensuring we focus on customer need ○ Maximise the income generating potential of One Leisure sites to fully cover the cost of operation ○ Tighter programme management ○ Capital programme governance arrangements ○ Improving residents satisfaction levels measured through a residents survey ○ Collecting money that is saved? ○ Promptly pay local suppliers ○ More positive staff /valuing staff (see Workforce Strategy) ○ Plan on a Page sets significant targets for the council to reduce its reliance on Government grants and New Homes Bonus over the next few years ○ All council services to remain under tight budgetary control ○ Zero Based Budgeting (ZBB) Phase 2 is undertaken to identify further service savings ○ Affordability and value for money are at the core of the council's decision making processes ○ Savings are identified at the earliest opportunity ○ Capital investment is commenced as soon as possible ○ Central government funding is continually reviewed
3b) Deliver good customer service	Our work programme includes:	○ Implement a consultation exercise with

Strategic Priorities	Objectives	Actions
	<ul style="list-style-type: none"> • Continue to gain a better understanding of our customers and ensuring all customer engagement is meaningful • involving customers in significant changes to services, and • ensuring modern technology is used effectively to maximise our interaction with customers <p>we will apply the six key principles in our Customer Service Strategy across all service areas (listen to customers, get it right first time, provide value for money services, act and behave in the right way, make it matter to staff, work with partners for the benefit of customers)</p>	<p>residents and business to inform 2017/18 budget planning</p> <ul style="list-style-type: none"> ○ Every Head of Service will deliver actions within their service plan to contribute to the Customer Service Strategy

Measuring how well we are doing

We will measure and report on our performance in a number of key areas. In this way we can tell if we are improving. These Corporate Indicators will provide additional supporting information for each Strategic Priority and will be reported quarterly or annually to senior officers and Councillors.

Enabling Communities	
Create, protect and enhance our safe and clean built and green Environment	80% of street cleansing works to standard NI195 results for street cleansing (80% graded A-B) 80% of street cleansing and grounds environmental maintenance service request resolved in 5 working days % of successful enforcements (90%?) 15% of HDC countryside sites self-managed (by Friends of Groups) Number of play spaces created/upgraded per annum against target/priorities set in needs analysis work Ten ways to work together from CCC
Support people to improve their health and well-being	% of Needs Analysis completed (JS?) Admissions or participation at targeted services including older people, long term health conditions, disability and young people (healthy weight) Average time (in weeks) between date of referral of DFGs to practical completion for minor jobs up to £10k. % of food premises scoring 3 or above on the Food Hygiene Rating Scheme Number of complaints about food premises (per 1000 population or per 100 food businesses) % of CCTV cameras operational (CS) Market segmentation to take from OL Strategy (JW)
Support communities to become stronger and more resilient	ASB - % satisfaction with the ASB service (or safer, stronger and more resilient communities?) Supporting the VCS – CAB reduction in the number of people accessing the service, of level of renegotiated debt, or similar Supporting the VCS – the number of volunteer hours in Huntingdonshire Anti-Social Behaviour Number of assets transferred?

Sustainable Growth	
Accelerate business growth and investment	Processing of planning applications on target - major (within 13 weeks or agreed extended period) Number of Marketing Strategy actions on track (AM) Growth in business rates (AM) Inspections of newly registered food businesses within 28 days of registration?
Remove infrastructure barriers to growth	Proportion of Community Infrastructure Levy receipts allocated
Develop a flexible and skilled local workforce	No of training places delivered or accredited qualification gained Number of council apprenticeships created
Improve the supply of new and affordable housing, jobs and community facilities to meet future need	Submissions ready by Spring 2017 Gross number of affordable homes delivered Net additional homes delivered
Efficient and effective Council	
Become more efficient in the way we deliver services providing value for money services	80% of grounds maintenance targets consistently met Maximise % of recycling Number of missed bins per 100,000 households 2% annual energy use reduction from council owned buildings Number of days to process Housing Benefit changes of circumstance Number of days to process Council Tax Support changes of circumstance Number of Disable Facilities Grants (JT) % of council tax collected % of space let on estates portfolio % of invoices from suppliers paid within thirty days (currently 98%) or % of local suppliers paid within 10 working days (CM) Staff sickness days lost per full time employee (reduce to 9 days per person?) Commercial Investment Strategy income targets achieved (2016/17 – £1.7m 2017/18 - £2.0m) Achieve net budget reductions as planned

	% of Services that are subject to a Zero Based Budget review Achievement of the council's medium term financial strategy Lean - number of business process reviews 0% Change in Band D Council Tax
Deliver good customer service	95% Call Centre telephone satisfaction rates 95% Customer service centre satisfaction rates % complaints resolved at stage one % complaints resolved at stage 2 75% Website satisfaction rate PI from Employee Survey Continual improvement of One Leisure – Net Promoter Score based on likelihood of recommending service

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Public
Key Decision - Yes

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: LOCAL DEVELOPMENT SCHEME

Meeting/Date: Overview and Scrutiny Panel (Economy and Growth) –
8th March 2016
Cabinet – 17th March 2016

Executive Portfolio: Strategic Planning and Housing

Report by: Planning Policy Team Leader

Ward(s) affected: All

Executive Summary:

The report presents a revised Local Development Scheme setting out the timetable for preparation and examination of the Local Plan to 2036. It is essential that the Council has an up to date Local Development Scheme to ensure the Local Plan meets the legal compliance checks as part of its statutory examination. It is also important that the Scheme is up to date because the Local Plan Annual Monitoring Report, which the Council publishes each December, reports in relation to the Local Development Scheme in place at the end of March that year.

Recommendation(s):

That the Overview and Scrutiny Panel (Economy and Growth):

- 1) Comments on the recommendation to approve the new Local Development Scheme (March 2016) for publication and commencement on 24th March 2016

That the Cabinet:

- 1) Approves the new Local Development Scheme (March 2016) for publication and commencement on 24th March 2016

1. WHAT IS THIS REPORT ABOUT/PURPOSE?

- 1.1 The report presents the new Local Development Scheme to set out the scope and timetable for production of the Huntingdonshire Local Plan to 2036.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 The previous Local Development Scheme was published in April 2014. Significant additional work has been carried out on the Local Plan and an additional phase of 'targeted consultation' incorporated such that the timetable then envisaged is no longer appropriate. The report is necessary as it is an essential element of the legal compliance checks for the Local Plan at examination to be in accordance with an up to date Local Development Scheme (LDS). It is also important that the Scheme is up to date because the Local Plan Annual Monitoring Report, which the Council publishes each December, reports in relation to the LDS in place at the end of March that year.

3. SUMMARY OF THE LOCAL DEVELOPMENT SCHEME TIMETABLE

- 3.1 The LDS provides a brief explanation of the necessary elements of the plan preparation process and how it interlinks with the preparation of neighbourhood plans. It identifies the scope and coverage of the Local Plan to 2036 and the stages at which people can engage with its preparation.
- 3.2 The LDS provides a timetable identifying all the key stages in the preparation of the Local Plan. This notes the extensive work already completed in accordance with Regulation 18 of the Town and Country Planning (Local Planning) Regulations 2012. It then sets out the timetable of work yet to be carried out. Once the remainder of the evidence base documents are completed this autumn the intention is to undertake the statutory 6 week consultation on the proposed submission version of the Local Plan as required by Regulation 19 during January and February 2017.
- 3.3 The timetable has been calculated using the experience of other local planning authorities who have published or submitted plans during 2015 or have successfully concluded examinations during 2015. Thus, formal submission to the Secretary of State of the Local Plan for examination is targeted for July 2017. This sees the beginning of the examination phase of the Local Plan when the timetable moves into the hands of the Planning Inspectorate. The duration of the examination will depend on the availability of an appropriate Inspector, the scope and complexity of issues raised and the need for further consultation on modifications arising out of the examination. The average duration of examination for local planning authorities whose plan was found sound in 2015 was 18 months; thus, an estimated date for receipt of the Inspector's report has been set at January 2019 leading to an estimated date for adoption of February 2019.

4. LINK TO THE CORPORATE PLAN

- 4.1 This report links to the corporate objective 'Enabling sustainable growth: 2 (a) to improve the supply of new and affordable housing to meet future needs.

5. RESOURCE IMPLICATIONS

- 5.1 The resources required for examination of the Local Plan are difficult to predict as the scope and duration of the examination are set by the appointed Inspector.

6 REASONS FOR THE RECOMMENDED DECISIONS

- 6.1 The report is to seek agreement for a revised LDS to ensure that interested parties have access to the most up to date information on the Council's intended Local Plan production timetable and to assist with the legal compliance checks required at examination.

BACKGROUND PAPERS

Cabinet – 19th November 2015

Overview and Scrutiny (Environmental Wellbeing) – 10th November 2015

Local Development Scheme April 2014

CONTACT OFFICER

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Local Development Scheme for Huntingdonshire

March 2016



Further copies of this document can be obtained from:

Planning Services,
Huntingdonshire District Council,
Pathfinder House,
St Mary's Street,
Huntingdon,
PE29 3TN.

Telephone: 01480 388388

e-mail: local.plan@huntingdonshire.gov.uk

It can also be viewed on our web site at:

<http://www.huntingdonshire.gov.uk>

1 Introduction

- 1.1 The District Council's Local Development Scheme (LDS) sets out the proposed programme for the production of the Huntingdonshire Local Plan to 2036. The programme includes key milestones to inform people about opportunities to be involved in the plan-making process.
- 1.2 The LDS has been prepared to reflect the requirements placed on the plan-making process through the Localism Act (2011), the National Planning Policy Framework (2012) and the Local Planning Regulations (2012).
- 1.3 The development plan is the primary basis upon which all planning decisions are made. The development plan will comprise the Local Plan to 2036, Cambridgeshire and Peterborough Minerals and Waste Plans and any Neighbourhood Plans covering areas within Huntingdonshire.
- 1.4 The Local Plan to 2036 will provide a comprehensive development plan for the district that will be subject to independent examination. It will include a development strategy, site specific allocations of land, development management policies and a policies map.
- 1.5 The Huntingdonshire Local Plan to 2036 proposed in this LDS will, once adopted, supersede the Core Strategy (2009) and the Huntingdon West Area Action Plan (2011) in their entirety. The Planning and Compulsory Purchase Act (2004) allowed for existing statutory plans to be saved whilst replacement documents were produced. Thus, the Huntingdonshire Local Plan to 2036 will also replace all remaining saved policies from the Huntingdonshire Local Plan (1995) and the Local Plan Alteration (2002). The Secretary of State issued a direction in September 2007 setting out which policies remained saved until appropriately replaced; a list can be found at:

<http://www.huntingdonshire.gov.uk/planning/adopted-development-plans/current-local-plan/>
- 1.6 The Cambridgeshire and Peterborough Minerals and Waste Plan (Core Strategy and Proposals Map C: Mineral Safeguarding Areas 2011 and Site Specific Proposals Plan and Proposals Map A and B 2012) is jointly prepared by Cambridgeshire County Council and Peterborough City Council to guide the development and management of mineral resources and waste materials. Huntingdonshire is not a minerals and waste planning authority so this LDS does not deal with these matters. Reference should be made to the most up to date material published by Cambridgeshire County Council.

- 1.7 Under the Localism Act (2011) Parish and Town Councils can prepare Neighbourhood Plans to allocate land for development and provide detailed guidance on specific issues. They must be in general conformity with the strategic policies of the adopted development plan and should have regard to any emerging development plan documents that are relevant. Parish and Town Councils are responsible for deciding when, and if, they wish to produce a neighbourhood plan and what timetable they will work to, so it is not appropriate for the LDS to attempt to specify this. A neighbourhood plan will be subject to independent examination and a local referendum. If approved at the referendum then the Council will bring the neighbourhood plan into force such that it is used to assist with determining planning applications within its designated area. The first stage in preparing a neighbourhood plan is consultation on the area to be designated. Neighbourhood Plans will be publicised on Huntingdonshire District Council's website at:

<http://www.huntingdonshire.gov.uk/planning/neighbourhood-planning/>

2 Plan Making Process

- 2.1 The process of preparing and adopting development plans is set out in the Town and Country Planning (Local Planning) (England) Regulations 2012 which came into force on 6 April 2012. These Regulations prescribe the form and content of a Local Plan and Policies Map and set out procedural arrangements for preparing Local Plans. They also list the prescribed bodies in relation to the Duty to Co-operate (Regulation 4), the requirements in relation to the Authority Monitoring Report (Regulation 34), and set out how information should be made available for inspection. A summary of the plan making process is set out below.

Public Participation

- 2.2 The Town and Country Planning (Local Planning) (England) Regulations 2012 encourage extensive early public participation in the preparation of the Local Plan. The statutory Duty to Co-operate has formalised previous working arrangements between councils, statutory agencies and a range of transport authorities to ensure partners are fully engaged in the plan preparation process. Community involvement is also a key component in shaping the content of development plan documents. This may be an iterative process involving several major rounds of engagement in addition to ongoing discussions with interested parties. The scale and nature of community involvement will vary according to the stage of document production. Public participation will be guided by the Council's Statement of Community Involvement.

Publication and Submission

- 2.3 On completion of the public participation stages the Council will prepare the document for formal publication (generally referred to as proposed submission). Once published there is a period for representations on issues of soundness and legal compliance. The Council can make limited, minor amendments to the published document at this stage before submitting it to the Secretary of State and the Planning Inspectorate for examination into its soundness, accompanied by the representations received at publication stage, a schedule of any changes proposed and a summary of the main issues arising.

Sustainability Appraisals and Strategic Environmental Assessment

- 2.4 To assess the potential impact of the Local Plan it must be subjected to thorough sustainability appraisal. In order to fully comply with the European SEA Directive and the UK SEA Regulations and to provide a robust evidence base the Council will adopt an integrated approach towards meeting the requirements for both sustainability appraisal and strategic environmental assessment of the Local Plan. The appraisals

are a systematic, iterative process, integrated into each phase of document production to try to ensure that the Local Plan proposes the most sustainable pattern of future development possible. Their purpose is to assess the extent to which emerging policies and proposals will help achieve relevant environmental, social and economic objectives.

- 2.5 Neighbourhood Plans may be required to undertake strategic environmental assessment depending on the potential impact of the plan's proposals. Huntingdonshire District Council will provide guidance to parish and town councils in fulfilling these requirements if required.

Habitats Regulations Assessment

- 2.6 Amendments were introduced in the UK Conservation (Habitats & etc) Regulations 1994 in September 2006. These result in Appropriate Assessment under Article 6(3) and (4) of the Habitats Directive 92/43/EEC being required for all plans likely to have a significant effect on a European site. Habitats Regulations Assessments, including Appropriate Assessment as necessary, will be undertaken prior to formal publication of the Local Plan.

Examination

- 2.7 Once the Local Plan, its sustainability appraisal and all other supporting documentation have been submitted to the Secretary of State it must be examined by an independent Inspector before the Council can adopt it. The Inspector is charged with examining whether the document complies with legislation, whether the duty to co-operate has been properly met and whether the proposed plan is sound.
- 2.8 Development plan documents must be prepared within the context of national policy. They should be in accordance with this unless strong local evidence indicates that variation from this would provide better outcomes in the specific local context of Huntingdonshire.
- 2.9 To examine whether the submitted document is legally compliant the Inspector will check that it:
- has been prepared in accordance with the Local Development Scheme and in compliance with the Statement of Community Involvement and the Regulations;
 - has been subject to sustainability appraisal and strategic environmental assessment;
 - has demonstrated co-operation with statutory bodies;
 - has regard to national policy

2.10 The Inspector will also assess whether the plan has been prepared in accordance with the duty to co-operate and whether it is sound. A local planning authority should only submit a plan for examination which it considers to be 'sound' – namely that it is:

- **Positively prepared** – the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development.
- **Justified** – the plan should be the most appropriate strategy when considered against the reasonable alternatives, based on proportionate evidence
- **Effective** – the plan should be deliverable over its period based on effective joint working on cross-boundary strategic priorities; and
- **Consistent with national policy** – the plan should enable the delivery of sustainable development in accordance with the policies in the National Planning Policy Framework.

3 Production Programme

3.1 The Council is preparing a comprehensive Huntingdonshire Local Plan to 2036 and associated Policies Map. Extensive consultation has already been carried out, starting in 2012, to aid its preparation reflecting the high priority accorded to public engagement in the process. The Local Plan to 2036 will:

- Support the growth agenda and economic strategies produced by the GCGP LEP and the Council
- Give confidence to investors and help leverage funding for infrastructure necessary to deliver the development strategy
- Include policies to meet the requirements of the NPPF and NPPG
- Be informed by a robust and up to date evidence base including an objective assessment of housing and employment needs
- Include site allocations for a range of development to meet identified needs up to 2036
- Be informed by a Gypsy and Traveller Needs Assessment
- Include detailed development management policies to shape growth in accordance with local priorities

3.2 The Policies Map (formerly known as the proposals map) will be revised alongside the Local Plan to provide a geographical illustration of the application of the policies of the Local Plan. This will be prepared alongside the Local Plan timetable shown below.

Local Plan to 2036: preparation timetable	
Lead section	Planning Policy Team, Development Service
Scope	District-wide
Conformity	With the National Planning Policy Framework
Role and subject	To provide a comprehensive development strategy up to 2036 for the whole district to replace the Core Strategy 2009. To allocate development sites to meet identified needs and set out detailed development management policies to replace the saved policies of the Huntingdonshire Local Plan 1995 and Alteration 2002 and to replace the Huntingdon West Area Action Plan 2011.

Timetable: Key stages - completed	
Sustainability appraisal scoping report	February – March 2012
Issues and options consultation	May – June 2012
Strategy and Policy consultation	August – November 2012
Full draft Local Plan (stage 3) consultation	May – July 2013
Additional sites consultation	November – December 2013
(Long Term Transport Strategy preparation led by Cambridgeshire County Council)	May – November 2014
Huntingdonshire Local Plan to 2036: Targeted Consultation 2015	January – March 2015
Timetable: Key stages – to be undertaken	
Finalisation of evidence base – including Housing and Employment Land Availability Assessment, Strategic Flood Risk Assessment and Gypsy and Traveler Accommodation Needs Assessment	August 2015 – September 2016
Strategic Transport Study in collaboration with Cambridgeshire County Council	January 2016 – August 2016
Statutory consultation on proposed submission Local Plan to 2036 (Reg. 19)	January - February 2017
Submission to Secretary of State ¹ (Reg. 22)	July 2017
Estimated examination ²	July 2017 – December 2018
Receipt of Inspector's report	January 2019
Estimated date for adoption	February 2019

¹ The estimated timings are based on the average duration between publication and submission of plans submitted in 2015.

² Once the Local Plan to 2036 is submitted for examination the timetable is outside the District Council's control. The estimated timings are based on the average duration between submission and the plan being found 'sound' at examinations reporting in 2015.

- 3.3 The organisational lead will be taken by the Head of Development and the Executive Member for Strategic Planning and Housing. The Local Plan will be considered by Overview and Scrutiny Panel (Economy and Growth) and Cabinet throughout its preparation. It will be approved by full Council prior to submission. Local Plan implementation (once adopted) will be reviewed regularly and reported through ongoing monitoring reports.

4 Resources, Monitoring and Review

- 4.1 The Council's Planning Policy team will take the lead in preparing the Local Plan to 2036, as well as any supporting supplementary planning documents and annual monitoring reports. Specialist skills available elsewhere in the Council will also be involved where relevant, in particular involving Development Management, Environment, Economic Development and Housing Strategy.
- 4.2 Advice will also be sought from Cambridgeshire Joint Strategic Planning Unit and Cambridgeshire County Council in relation to socio-economic research, transportation, countryside, biodiversity and archaeology. Expertise and information is also sought where relevant from other partners such as the Environment Agency or consultants may be employed to conduct specialist research. The budget for Planning Policy makes allowance for anticipated costs of development plan production and limited funding for specialist consultancy work. Examination costs are predominantly determined by the Planning Inspectorate and will depend on the scale and complexity of issues to be examined. The Local Development Scheme will be monitored on an ongoing basis and regular updates provided on the Council's website.
- 4.3 Preparation and progress with examination of the Local Plan will continue to be reported through the Annual Monitoring Report which will consider progress against the key dates set out in this document. This is usually published in late December each year. Regular monitoring of the effectiveness of development plan policies will also be undertaken and published on the Council's website.

APPENDIX 1: TERMINOLOGY

Within each definition links to other terms are shown in italics.

Adoption	The point at which the final agreed version of a document comes into use.
(Annual) Monitoring Report (AMR)	Document produced at least annually to report on progress in Local Plan production and implementation of policies.
Development Plan	The documents which together provide the main point of reference when considering planning proposals. These will include the Local Plan to 2036, Minerals and Waste DPDs produced by Cambridgeshire County Council and Peterborough City Council and Neighbourhood Plans covering land within Huntingdonshire.
Development Plan Document (DPD)	A document containing local planning policies or proposals which forms part of the <i>Development Plan</i> , and which has been subject to independent <i>examination</i> . NB: the term will be phased out, largely being replaced by <i>Local Plan</i> .
Examination	Independent inquiry into the soundness of a draft <i>Local Plan</i> chaired by an Inspector appointed by the Secretary of State.
Local Development Scheme (LDS)	Sets out the Council's programme for preparing and reviewing statutory planning documents.
Local Plan	The document containing local planning policies and proposals for Huntingdonshire.
Policies Map	A map that shows the spatial extent of <i>adopted</i> planning policies and proposals affecting Huntingdonshire (formerly known as the proposals map).

Publication	Point at which a draft <i>Local Plan</i> is issued for consultation prior to its submission to the Secretary of State for examination.
Saved policies	Adopted policies which remain in force pending their replacement by the Local Plan.
Scoping Report	Report produced as the first stage of <i>Sustainability Appraisal</i> . It examines existing environmental, social and economic conditions in the district, and identifies appropriate objectives to appraise policies against.
Statement of Community Involvement (SCI)	Document setting out the Council's approach to involving the community in preparing planning documents and making significant development management decisions.
Strategic Environmental Assessment (SEA)	Process undertaken during plan production, to assess the potential environmental effects of emerging policies and proposals. It is incorporated within <i>Sustainability Appraisal</i> .
Submission	Following the publication and ensuing consultation the point at which a draft <i>Local Plan</i> is submitted to the Secretary of State along with representations the received for <i>examination</i> .
Supplementary Planning Guidance/ Document	Provides additional guidance on the interpretation or application of adopted policies and proposals.
Sustainability Appraisal	Process undertaken during plan production, to assess the extent to which emerging policies and proposals will help to achieve environmental, social and economic objectives. It incorporates <i>Strategic Environmental Assessment</i> .

Public
Key Decision - Yes

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: HUNTINGDONSHIRE LOCAL PLAN TO 2036
QUARTERLY UPDATE

Meeting/Date: Overview and Scrutiny Panel (Economy and Growth) –
8th March 2016
Cabinet – 17th March 2016

Executive Portfolio: Strategic Planning and Housing

Report by: Head of Development

Ward(s) affected: All

Executive Summary:

At the Cabinet meeting on 19th November 2015 it was resolved that quarterly updates should be provided on progress on the Local Plan to 2036. This report provides details of the anticipated timetable for the proposed submission Local Plan (December 2016) and progress on preparation of the evidence base necessary to support this. In particular, it reflects progress on the Strategic Transport Study being jointly commissioned with Cambridgeshire County Council and the Strategic Flood Risk Assessment. It also highlights the need for the budgets to support the Local Plan to be able to respond flexibly to dependencies on other organisations' work programming.

Recommendation(s):

That the Overview and Scrutiny Panel (Economy and Growth):

- 1) Notes progress on preparation of the Huntingdonshire Local Plan to 2036 and its supporting evidence base
- 2) Comments on the proposal to set up a single Planning Policy earmarked reserve as set out in paragraph 4.1 of the report.

That the Cabinet:

- 1) Notes progress on preparation of the Huntingdonshire Local Plan to 2036 and its supporting evidence base
- 2) Agrees to set up a single Planning Policy earmarked reserve as set out in paragraph 4.1 of the report.

1. WHAT IS THIS REPORT ABOUT/PURPOSE?

1.1 This report provides an update on progress on preparation of the Huntingdonshire Local Plan to 2036 (HLP2036) and its supporting evidence base in the light of recent government announcements relating to the timescale for the production of local plans.

1.2 The purpose of the report is to:

- Confirm the current position with preparation of the HLP2036
- Detail progress made in the last quarter on preparation of the evidence base to support the proposed submission HLP2036
- Recommend a way forward for budgetary provision for the necessary evidence base

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

2.1 The government has announced that it expects new local plans 'to be written' by early 2017 although there has been no clarification of what statutory stage of preparation this means. The next stage of the preparation process for the HLP2036 will be the proposed submission stage which is the first statutory stage; this involves a set 6 week public consultation period under Regulation 19 of the Town and Country Planning (Local Planning) Regulations 2012, specifically inviting representations on issues of soundness and legal compliance.

2.2 At the Cabinet meeting on 19th November 2015 it was resolved that quarterly reports on progress with preparation of the HLP2036 should be provided.

3. PROGRESS WITH PREPARATION OF THE HLP2036 AND ITS SUPPORTING EVIDENCE BASE

Local Development Scheme

3.1 A revised Local Development Scheme has been prepared setting out the intended timetable for production of the HLP2036 which is presented as a separate item on this agenda. This reflects the anticipated timetable for preparation of the key elements of the necessary evidence base, its incorporation into the HLP2036 and sustainability appraisal and the need for Appropriate Assessment of the draft proposed submission document under the EU Directive on Habitats Regulations Assessments.

3.2 The target set within the Local Development Scheme is for the proposed submission HLP2036 and its supporting documents to be reported to Cabinet in December 2016 seeking agreement to publish them for statutory consultation under Regulation 19 starting in January 2017.

Strategic Transport Study

3.3 The highest priority in the last quarter has been accorded to preparing a brief for a Strategic Transport Study in partnership with Cambridgeshire County Council. This was completed on 12th February 2016 and is now in the hands of Cambridgeshire County Council's procurement team. The intention is to work through the procurement processes from 11th April 2016 and award the contract in the week beginning 3rd May 2016. This will allow some time for the appointed consultants to start preparatory work before the revalidated

Cambridge Sub-Regional Model (CSRM) traffic model is made available to them in early June.

- 3.4 Revalidation work of the CSRM is currently being carried out for Cambridgeshire County Council by Atkins. This is necessary to ensure that the model holds the most up-to-date data on traffic demand, is updated with all recently completed transport infrastructure schemes, potential transport infrastructure changes that have been modelled but not implemented are removed and the public transport, walking and cycling assignments are correct. Due to the volume and complexity of data in the model the revalidation work cannot be completed until the end of May 2016. Working in partnership with Cambridgeshire County Council on this project, and awaiting the completion of the revalidation work before the substantive part of the Strategic Transport Study begins, ensures that the Study is based on the most up to date and robust information available. Awaiting the completion of the County Council's revalidation work also significantly reduces the cost compared to commissioning separate revalidation work.
- 3.5 The main purposes of the Strategic Transport Study are to:
- Identify and test the transport implications of committed development and four potential development scenarios;
 - Recommend the most sustainable development scenario in transport terms for delivering the 21,000+ homes required;
 - Highlight where there are opportunities for increasing the usage of sustainable transport modes;
 - Identify and cost where amended or additional transport infrastructure is required to mitigate the predicted impacts of each potential development scenario;
 - Form the basis of a district-wide transport strategy that mitigates the transport implications of the chosen development scenario
- 3.6 On 19 November 2015 Cabinet resolved that 'as a priority, infrastructure requirements for Wyton Airfield are further scoped with a view they can be identified and fully costed'. To facilitate this four potential development scenarios have been prepared for testing. A core set of completions, commitments and potential allocations has been included in all four potential development scenarios as these are expected to be delivered as they accord well with local and national planning policies. This core set totals 17,369 dwellings. Each of the four scenarios includes this core set of potential allocations and then different combinations of additional potential development sites. The potential development scenarios are set out in Table 1 below. To reflect the Ministry of Defence's announcement on 18 January 2016 the potential redevelopment of RAF Alconbury with an additional 1,450 dwellings has been added to each scenario given its proximity to Alconbury Weald; however RAF Molesworth is not included as it is a free-standing site in a countryside location which will need further consideration over its potential suitability for redevelopment. Option 1 is closest to the growth scenario put forward in the Targeted Consultation Local Plan to 2036 in January 2015, updated to reflect recent proposals. Option 2 is designed to test a development scenario which excludes redevelopment of RAF Wyton altogether to minimise the impact on the A141. Option 3 considers slower growth at RAF Wyton to extend the period available for introduction of traffic mitigation measures. Option 4 is intended to test the impacts of a high growth scenario to ascertain whether a major improvement scheme to the A141 could be deliverable.

3.7 It should be stressed that these scenarios have been developed to test impacts of growth and should not be taken as any indication that the sites will be included in the next version of the Local Plan.

Table 1: Potential development scenarios

Option No.	Description	Total no. of dwellings	Additional sites above the core of 17,369 additional dwellings
1	Full Wyton plus expected sites	24,969	<ul style="list-style-type: none"> • Wyton airfield – 4,500 dwellings, 10ha employment, 5,000m² retail, secondary school and 2-3 primary schools • Alconbury Weald intensification – 1,500 dwellings over the permitted 5,000 • RAF Alconbury redevelopment – 1,450 • West of Brampton – 150 dwellings
2	Without Wyton, minimising impact on A141	22,809	<ul style="list-style-type: none"> • Giffords Park, St Ives – 2,100 dwellings plus supermarket • Riversfield, Little Paxton – 240 dwellings • West of Brampton – 150 dwellings • Alconbury Weald intensification – 1,500 dwellings over the permitted 5,000 • RAF Alconbury redevelopment – 1,450 dwellings
3	Delayed Wyton plus expected sites	23,347	<ul style="list-style-type: none"> • Wyton airfield – 2,880 dwellings, 5ha employment, secondary school and 2 primary schools • Alconbury Weald intensification – 1,500 dwellings over the permitted 5,000 • RAF Alconbury redevelopment – 1,450 dwellings • West of Brampton – 150 dwellings
4	A141 upgrade support	32,412	<ul style="list-style-type: none"> • Wyton airfield – 4,500, 10ha employment, 5,000m² retail, secondary school and 2-3 primary schools • Ermine Street, Huntingdon – 1,440 dwellings, 1 primary school • Sapley Park Farm, Huntingdon – 1,243 • Lodge Farm, Huntingdon – 3,570 dwellings, 15ha employment • Alconbury Weald intensification – 1,500 dwellings over the permitted 5,000 • RAF Alconbury redevelopment – 1,450 dwellings • North of Wyton airfield – 1,340 dwellings

- 3.8 To facilitate progress with determining the most sustainable and deliverable development strategy for the HLP2036 the brief specifies that draft analysis and recommendations from each potential development scenario be reported as soon as it is completed. The brief for the Study requires identification of the transport related infrastructure package for each development scenario along with anticipated indicative costs. Delivery of the Study is dependent upon release of the revalidated CSRM traffic model to the consultants; if this is delayed the anticipated completion date of late August may be compromised.

Strategic Flood Risk Assessment

- 3.9 The Strategic Flood Risk Assessment (SFRA) comprises two separate elements: the Level 1 SFRA which will identify flood risks across the whole district defining and mapping flood zones and the Level 2 SFRA which will provide more detailed analysis of sites under consideration as development allocations in the HLP2036 which may be at an increased risk of flooding.
- 3.10 The main purposes of the SFRA are to:
- inform policy formulation and site selection for the HLP2036 and aid the sustainability appraisal process;
 - facilitate the submission of planning applications that are accompanied by sufficient relevant information;
 - facilitate the determination of planning applications;
 - be a useful resource to inform the Council's emergency planning functions
- 3.11 Following appointment of JBA Consulting, work on the SFRA Level 1 commenced on 30 November 2015 and is scheduled for receipt by the Council in late April 2016; this is later than originally scheduled due to delays in provision of extensive datasets by the Environment Agency. The Level 2 SFRA is informed by the outcomes of the Level 1 Assessment so cannot start until that is completed. Completion of the Level 2 SFRA is now anticipated in July 2016, again subject to availability of Environment Agency inputs.

Gypsy and Traveller Needs Assessment

- 3.12 A replacement Gypsy and Traveller Needs Assessment (GTANA) is being coordinated by the Joint Strategic Planning Unit on behalf of Huntingdonshire District Council in partnership with South Cambridgeshire, East Cambridgeshire and Forest Heath District Councils, St Edmundsbury and Kings Lynn & West Norfolk Borough Councils and Cambridge and Peterborough City Councils. The main purposes of the GTANA are to:
- Inform the development of future housing and planning policy for each respective authority
 - Provide information on gypsy, traveller and travelling showpeople's accommodation needs both temporary and permanent, including 'bricks and mortar' accommodation
 - Gain a better understanding of the pattern of movements and encampments in and between the Councils' administrative areas
 - Translate these accommodation needs into five year increments covering the period 2016 to 2036
- 3.13 Work on the GTANA started in November 2015. Face to face surveys were conducted with members of the gypsy, traveller and travelling showpeople communities where agreement could be gained during November and December 2015. Engagement with other stakeholders, including this Council

and Luminus, as managers of the St Neots caravan park, has taken place during January and February 2016. A final report is expected to be available in early April.

Other Evidence and Research

- 3.14 Research is being undertaken into older people's housing needs led by Planning Policy working with colleagues in Strategic Housing and in the Social Care team at Cambridgeshire County Council. This is in response to significant concerns over lack of suitable accommodation for older people needing additional support or wishing to downsize within their community to retain existing social networks which have been raised by local residents and Town and Parish Councils during previous phases of engagement. This is targeted for completion by the end of May.
- 3.15 Detailed checking of all draft policies and allocations is ongoing to ensure compliance against the National Planning Policy Framework/National Planning Practice Guidance to minimise the potential of lack of conformity issues when the HLP2036 is being examined. A brief has been drafted for a Retail and Commercial Leisure Needs Assessment which will be issued for tender subject to availability of the necessary budget. The Sustainability Appraisal (SA) is being reformatted to aid ease of understanding. This is a detailed, iterative assessment that is required to be completed at each stage of preparation of the HLP2036; the outcomes of the SA are required to be incorporated into the HLP2036 before it is published for proposed submission consultation.

4 FINANCIAL IMPLICATIONS OF PROVIDING THE EVIDENCE BASE

- 4.1 Currently, the budgets for consultants and related costs to support the HLP2036 and other Planning Policy initiatives are agreed for each financial year. Dependencies on others e.g. the County Council for transport modelling, means that timescales can be outside the District Council's control and budgets are not therefore spent as planned. Rather than continue with the status quo, it is proposed that a single Planning Policy earmarked reserve is set up, with money then drawn from the reserve to support the work programme. The 2015/16 budget of £362K for Local Plan Preparation, Wyton Airfield Development, Alconbury Development Proposals, Hunts Town Centre Redevelopment and St Neots Town Centre Advice and future years' budgets for Local Plan preparation, Wyton Airfield and St Neots Town Centre Advice would be put into this reserve. The estimated cost of progressing the current draft HLP2036 to submission is some £330K-£430K.

5. COMMENTS OF OVERVIEW & SCRUTINY PANEL

- 5.1 This report is being considered at the Overview and Scrutiny Panel (Economy and Growth) on the 8th March.

6. KEY IMPACTS/RISKS? HOW WILL THEY BE ADDRESSED?

- 6.1 A key risk is that critical elements of the evidence base may not be completed to the timetable anticipated due to factors outside of this Council's control. This will delay finalisation of the development strategy and potential allocations required to deliver it, preventing completion of the proposed submission HLP2036 and its supporting documents by December 2016. This will be managed by ongoing liaison with consultants and other partners

involved in preparation of evidence base documents to reaffirm expected commitments. Loss of expertise within the Planning Policy team could give rise to delays if it impacted on preparation of specialist documents such as the Sustainability Appraisal. A further risk arises from potential budget limitations on preparing the evidence base, particularly if a change in government policy requires additional evidence that is not currently identified. This could be best addressed by provision of a single Planning Policy earmarked reserve to draw down against.

- 6.2 The revised LDS envisages the submission of the new Local Plan in July 2017. It remains unclear whether the adoption of the Core Strategy in 2009 already means that the District Council has met the requirement announced by Government in July 2015 to have written a Local Plan by early 2017. The Government has still not made clear exactly what is required to meet this requirement. If the adoption of the Core Strategy does not mean that the requirement has already been met, and the requirement is for the new Local Plan to have been submitted by March 2017, the LDS timeline means that the District Council will not have met the requirement to write a plan by early 2017. The penalty for not having written a plan is that the Government will intervene and write a plan. As the LDS envisages having carried out statutory consultation on the Proposed Submission version of the plan, Government intervention to write a plan seems most unlikely.

7. LINK TO THE CORPORATE PLAN

- 7.1 The production of the HLP2036 relates to the Corporate Priority of Enabling Sustainable Growth.

- 7.2 The objective under the Corporate Priority is as follows:

“To improve the supply of new and affordable housing to meet future needs: Our work programme includes, ensuring an adequate supply of housing to meet objectively assessed needs and planning and delivering the provision of decent market and affordable housing for current and future needs.”

- 7.3 The relevant key actions for 2015/16 related to the objective are:

- Implement a programme to adopt the Local Plan to 2036
- Facilitate delivery of new housing on the large strategic sites at Alconbury, St Neots, Wyton, Bearscroft - Godmanchester

8. LEGAL IMPLICATIONS

- 8.1 Advice has been sought and will continue to be sought as necessary throughout the preparation of the HLP2036.

9. RESOURCE IMPLICATIONS

- 9.1 As set out in paragraph 4.1 above it is proposed that a single Planning Policy earmarked reserve is set up enabling money to be drawn down from this to support the HLP2036 work programme.

10 REASONS FOR THE RECOMMENDED DECISIONS

- 10.1 To ensure that Members are updated on preparation of the HLP2036 and its associated evidence base and to provide for expenditure on studies which are required to support the delivery of the proposed submission HLP2036 document.

BACKGROUND PAPERS

Report to Cabinet 19th November 2015 – Huntingdonshire Local Plan to 2036

Local Plans: House of Commons: Written Statement Department for Communities and Local Government Written Statement made by Minister of State for Housing and Planning (Brandon Lewis), July 2015

Letter from the Right Honourable Greg Clark MP (Secretary of State for Communities and Local Government) to the Chief Executive of the Planning Inspectorate, July 2015

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CURRENT ACTIVITIES OF THE SOCIAL AND ECONOMIC WELL-BEING PANELS

STUDY	OBJECTIVES	PANEL	STATUS
Voluntary Sector Grant Funding	To review the proposed funding allocation for Voluntary Sector Groups and the impact of those proposals.	Communities and Customers	<p>The Panel requested the formation of this Working Group following the receipt of the report on Voluntary Sector Grant Funding 2016/17 to 2019/20. At the meeting of the Working Group on 25th February 2016, Councillor T Hayward was elected as Chairman and the scope of the study was determined.</p> <p>The Working Group, which comprises of Councillors D Brown, Mrs L A Duffy, T Hayward and Mrs P A Jordan, have set the following dates for future meetings: 14th March, 11th April, 25th April, 17th May and 14th June.</p>
The Health Economy	To establish priorities for future work on the local health economy.	Communities and Customers	<p>Scoping paper considered. Further reports requested on:</p> <ul style="list-style-type: none"> • the current state of Neighbourhood Planning within the area and how it was likely to develop and how it might promote community resilience; • community engagement, including examples of good practice; • the impact of Welfare Reforms, including fuel poverty and how it was defined; • reviewing the Council's Equalities Impact Assessment arrangements, and • the impact of growth on GP surgeries, school places and hospital capacity.
Registered Social Providers	To review the work of Registered Social Providers and the challenges faced by them.	Communities and Customers	Councillors D Brown, L A Duffy, R Fuller, T D Sanderson and R J West was joined by the Executive Councillor for Strategic Planning and Housing on 29th February 2016 to study the impact of national housing changes on local housing associations in the District. The study involved meeting individually with housing associations.
The Impact Of Cambridgeshire County Council Budget	To review the Cambridgeshire County Council's Budget proposals	Communities and Customers	The Working Group comprised of Councillors T Alban, D Brown, G Bull, Mrs S J Conboy, S Criswell, M Francis, D A Giles, T Hayward, B Hyland, P Kadewere, T D Sanderson,

STUDY	OBJECTIVES	PANEL	STATUS
Proposals On Huntingdonshire And It's Residents.	and assess their impact upon Huntingdonshire and it's residents.		<p>M Shellens and R J West.</p> <p>The first meeting scrutinising the Children's, Families and Adult's Services aspects of the County Council's Budget Proposals took place on 14th January 2016.</p> <p>The second meeting scrutinising the Economy, Transport and Environmental Services aspects of the County Council's Budget Proposals took place on 19th January 2016.</p>
Project Management Select Committee	To review and test the robustness of the Council's project management arrangements.	Finance and Performance	A report from the Projects and Programmes Manager on changes in Project Management was submitted to all three Overview and Scrutiny Panels in June 2015. The Panel received a six month update report on project delivery in October 2015 and a further review by the Project Management Select Committee was presented at the Panel's meeting in March 2016.

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Panel Date	Decision	Action	Response	Date
<p>17/06/14</p> <p>16/06/15</p> <p>16/06/15</p> <p>10/11/15</p> <p>09/02/16</p>	<p><u>Whole Waste System Approach/ Waste Collection Policies</u></p> <p>A Waste Collection Working Group should reconvene to review waste collection policies in relation to the collection points for wheeled bins/sacks and remote properties (farms and lodges). Councillors G J Bull and D A Giles appointed on to the Working Group alongside Councillors M G Baker and G J Harlock.</p> <p>Members received a RECAP update</p> <p>Agreed that working groups scrutinising the operations policies at HDC stand down as an Operations Review is carried out and implemented.</p> <p>The Panel received draft operational policies for garden waste contamination, dry recyclates contamination and lane end collection.</p> <p>Members received the Review of Waste Policies.</p>		<p>Further meeting to be held in to consider the outcome of the survey work undertaken by the Head of Operations.</p>	
<p>17/06/14</p>	<p><u>Rural Transport</u></p> <p>Councillor Mrs L Kadić re-appointed as the Panel's representative on the Cambridgeshire Future Transport Initiative.</p>		<p>Updates to be delivered in due course.</p>	
<p>17/06/14</p>	<p><u>Litter Policies and Practices</u></p> <p>Chairman requested an item on litter policies and practices to be submitted to a future Panel meeting. Councillor D A Giles requested that consideration is</p>	<p>Request submitted to Head of Operations.</p>		

Panel Date	Decision	Action	Response	Date
<p>11/11/14</p> <p>16/06/15</p> <p>12/01/16</p>	<p>also given to graffiti removal at this time.</p> <p>Scoping report considered. Working Group appointed to consider and make recommendations on future litter and graffiti service scope and standards and on public appetite for changes</p> <p>Agreed that working groups scrutinising the operations policies at HDC stand down as an Operations Review is carried out and implemented.</p> <p>The Panel received the Street Cleansing Service Specification.</p>	<p>Chairman to discuss this study with the Executive Councillor and report back to the Panel.</p>	<p>The Panel noted that a new work programme is expected soon.</p>	
<p>04/02/14</p> <p>14/04/14</p> <p>08/12/15</p>	<p><u>Planning Enforcement</u></p> <p>In receiving the Quarter 3 Performance Monitoring report, the Panel asked for clarification of the actions which can be undertaken by the Authority in relation to listed buildings and current enforcement activities, the Panel has requested that a report on enforcement should be presented to a future meeting.</p> <p>A report on planning enforcement was discussed at the Panel's meeting. The Panel was informed that a detailed review of planning enforcement would be completed for meetings in July or September.</p> <p>A report on the review of planning enforcement was presented at the Panel's December meeting.</p>			

Panel Date	Decision	Action	Response	Date
	<p><u>Notice of Key Executive Decisions</u></p> <p>Huntingdon West Masterplan – Panel requested sight of the report prior to submission to Cabinet.</p> <p>Local Plan to 2036 – Panel requested sight of the report prior to submission to Cabinet.</p> <p>Huntingdonshire Infrastructure Business Plan – Panel requested sight of the report prior to submission to Cabinet.</p>	<p>Request submitted to the Planning Services Manager (Policy).</p> <p>Request submitted to the Planning Services Manager (Policy).</p> <p>Request submitted to the Planning Services Manager (Policy).</p>	<p>Not currently on the Notice of Executive Decisions.</p> <p>Report was presented to the Panel in November 2015.</p> <p>Report was presented in December 2015. Update report is expected in June 2016.</p>	<p>14/06/16</p>

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