

A meeting of the **OVERVIEW AND SCRUTINY PANEL (ECONOMY AND GROWTH)** will be held in **MEETING ROOM 0.1A AND 0.1B, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, CAMBS, PE29 3TN** on **TUESDAY, 14TH JUNE 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 - 12)

To approve as a correct record the Minutes of the meetings held on 12th April 2016 and 18th May 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 13 - 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. LOCAL ENTERPRISE PARTNERSHIP

The Chairman and Chief Executive of the Local Enterprise Partnership (LEP) are to present the LEP Business Plan to the Panel.

5. HUNTINGDONSHIRE LOCAL PLAN TO 2036 QUARTERLY UPDATE AND INFRASTRUCTURE PLANNING UPDATE (Pages 17 - 24)

The Panel is to receive the Huntingdonshire Local Plan To 2036 Quarterly Update and the Infrastructure Planning Update.

**A Moffat
388400**

6. WORK PLAN STUDIES (Pages 25 - 26)

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

**A Green
388008**

7. OVERVIEW AND SCRUTINY PROGRESS (Pages 27 - 28)

To consider a report on the Panel's activities.

**A Green
388008**

Dated this 6th day of June 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

The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening at meetings. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and available via the following link [filming, photography and recording at council meetings.pdf](#) or on request from the Democratic Services Team. The Council understands that some members of the public attending its meetings may not wish to be filmed. The Chairman of the meeting will facilitate this preference by ensuring that any such request not to be recorded is respected.

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.

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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, 12th April 2016.

- PRESENT: Councillor T D Sanderson – Chairman.
- Councillors Mrs B E Boddington,
B S Chapman, J W Davies, Mrs A Dickinson,
I D Gardener, D A Giles, S Greenall,
P Kadewere, K D Wainwright and R J West.
- APOLOGY: An apology for absence from the meeting was submitted on behalf of Councillor I C Bates.
- IN ATTENDANCE: Councillors J D Ablewhite, R C Carter, D B Dew and R B Howe.

33. MINUTES

The minutes of the meeting of the Panel held on 8th March 2016 were approved as a correct record and signed by the Chairman.

34. MEMBERS' INTERESTS

No declarations of interest were received.

35. 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 April 2016 to 31st July 2016.

36. COMMUNITY INFRASTRUCTURE LEVY UPDATE

The Overview and Scrutiny Panel (Economy and Growth) received a presentation from the Implementation Team Leader on the Community Infrastructure Levy (CIL). Members were informed that the Council introduced a CIL charging scheme in 2012 and that it is a levy payable by all eligible forms of development. The key points are as follows:

- CIL is likely to generate between in the region of £33m based on Core Strategy figures but this could rise to approximately £80m under the draft Local Plan. These figures are prior to exemptions and relief being granted. However £121m infrastructure funding gap had been identified as part of the infrastructure work to support the Core Strategy.
- Sites of 200 dwellings and above still require a Section 106 (S106) agreement.
- The Council receives funding from a range of sources

including S106 obligations, CIL, Highways Contributions, New Homes Bonus and the Retention of Business Rates.

- CIL is paid on development that involves buildings that people go into.
- The developments that are exempt from CIL liability include social housing, charities and self-build dwellings, on meeting certain criteria.
- The amount of CIL paid to a Parish depends on the establishment of a Neighbourhood Plan. If there is a Neighbourhood Plan the amount paid is 25% if there isn't then it is 15%. There has been one payment in an unparished area.
- CIL accounts for 3-5% of a developer's costs.
- Any CIL the Council receives has to be spent on infrastructure however it could be spent on infrastructure outside the District if that infrastructure has an impact upon the District.

Following a query from a Member regarding the CIL liability of industrial and retail sites the Panel was informed that retail developments are liable for CIL however industrial developments currently do not pay CIL as evidence at the Charging Schedule examination showed that a charge could make such developments unviable.

In response to a question on what Parishes can spend CIL money on Members were informed that Parishes have more flexibility than the Planning Authority however the money should be spent on infrastructure. If the CIL is not spent in accordance then the Planning Authority could get the Town or Parish to pay back the money. In addition the Panel was informed that Parishes have five years to spend the CIL funding.

The Panel was informed in response to concerns that Council staff are stretched as a result of administering CIL, the legislation allocates 5% of CIL to the Authority to cover administration costs.

In response to the point that in 2010 £1.3m was not paid in S106 contributions which could have been, the Panel was informed that there was a series of developments that was not contributing S106 however if CIL was established then those developments would be making CIL contributions towards infrastructure needs.

Following a question regarding the charging schedule Members were informed that the schedule was established following viability work. Under the CIL Regulations 2010 (as amended) the charges set in the Charging Schedule are index linked. The schedule will be reviewed once the Local Plan process has progressed.

A concern was raised that CIL could be affecting development within the District however Members were informed that CIL represents a realignment of costs for developers and that it is not stopping development as development is still coming forward in Huntingdonshire.

Members were reminded that the CIL Annual Report will be presented to the Panel before it is submitted to Cabinet.

(At 7.00pm, during the discussion on this item, Councillor's J D

Ablewhite and K D Wainwright entered the meeting).

(At 7.01pm, during the discussion on this item, Councillor R B Howe entered the meeting).

(At 7.59pm, on the conclusion of this item, Councillor R B Howe left the meeting).

37. WASTE SERVICE - 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 Waste Service – Service Specification was presented to the Panel. Members were informed that the Service Specification is an operational document aimed at directing the service and improving delivery of the service. The core hours for the delivery of collection services going forward will be 6.30am to 3.00pm.

Members commented that since a series of policies and working practices have been implemented they have received fewer complaints regarding the Waste Service.

The Panel commented that they were concerned that there was not the sufficient level of staff within the service especially considering the level of staff sickness however the Panel was informed that the service does have a sufficient level of staff and that management are taking proactive measures to reduce staff sickness.

Following a concern that six weeks was too long to get a bin delivered Members were informed that the service would be working on decreasing the six week timescale.

The Panel was informed that the Council are focusing on getting trade waste contracts from small businesses in order to increase revenue.

In response to a question regarding the asbestos disposal service Members were informed that the service is funded by the County Council and that the County Council will only dispose of cement based asbestos for free. The Council is responsible for the administration of the service within the District.

Following a question on what items could be included in the green bin Members were advised that shredded paper, tea bags and food waste can be disposed of in the green bin. If all residents put these items into the green bin instead of the black bin then the amount of waste going to landfill would be significantly reduced.

Regarding missed bins, the Panel was advised that the Council is committed to recovering missed bins within 48 hours and that currently 98% of missed bins are recovered within 48 hours. Although residents would have to consider that the Council does not include weekends or Bank Holidays within the 48 hour recovery time frame.

In summary the Panel wanted to highlight the following key points:

- 1) the Panel would like the service to investigate the possibility of recovering missed bins within 24 hours;

- 2) Members are keen that the delivery of replacement bins are reduced from the current six week timescale, and
- 3) the Panel would like the service to investigate the possibility of opening recycling facilities on bank holidays.

38. STREET SCENE SERVICE SCOPING REPORT

With the aid of a report by the Interim Head of Operations (a copy of which is appended in the Minute Book) the Street Scene Service Scoping Report was presented to the Panel. Members were advised that the Council aims to deliver an area based and integrated Street Scene Service to better maintain the public realm of Huntingdonshire.

The Panel was informed that graffiti and flyposting removal issues were not included in the report and these would be the subject of a further report to the Panel. The resources for the service are to be divided into two areas: North and South.

Details highlighted to the Panel include the increased use of the precinct sweeper in the market towns therefore increasing the availability of the mechanical sweeper for sweeping the villages. Reducing the timetable for the road sweeper from a six week programme to a four week programme. Weed treatment throughout the District three times a year and getting the right equipment to carry out grass cutting.

The Interim Head of Operations confirmed following a query regarding the organisational structure provided within the report that Members would receive an update organisational structure with names next to the post title.

In response to a question about graffiti on media boxes and the garages owned by Luminus the Panel was informed that Luminus are responsible for the graffiti on their garages. In regards to the media boxes the Council continues to work with the media companies to remove graffiti from the boxes.

Following a concern with regards to the precinct sweeper in St Neots and the working practices of the sweepers in general, Members were advised that working practices would be reviewed in order to maximise the amount of road swept by the mechanical and precinct sweepers.

In summary the following key points were highlighted:

- 1) the Panel would receive a copy of the organisation structure with names.
- 2) the Interim Head of Operations is to present a report to the Panel in June 2016 on the topic of Flyposting.
- 3) the Panel is to receive an update report at the meeting in September 2016.

39. WORK PLAN 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 were informed that Councillors T D Sanderson and R J West were invited to attend the Overview and Scrutiny Panel (Communities and Customers) meeting held on 5th April 2016 as they had been members of the Registered Social Providers Working Group. The Councillors informed the Panel that they thought the Housing Strategy was a good strategy although it needed to be more robust.

(At 9.00pm, during the discussion on this item, Councillors R C Carter and D B Dew left the meeting).

40. 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.

The Panel was advised that the Corporate Enforcement Policy Working Group would not be a formal working group. The group would work alongside Executive Councillors R C Carter and D B Dew as well as the Head of Community Services on the formation of the Corporate Enforcement Policy. The Head of Community Services would circulate meeting dates by the end of the week ending 15th April 2016.

Chairman

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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 Wednesday, 18th May 2016.

PRESENT: Councillor D B Dew – Chairman.

Councillors Mrs B E Boddington, E R Butler, I D Gardener, L George, D A Giles, B Hyland, D J Mead, D R Underwood, K D Wainwright and D Watt.

APOLOGY: An apology for absence from the meeting was submitted on behalf of Councillors R Fuller.

1. ELECTION OF CHAIRMAN

RESOLVED

that Councillor D B Dew be elected Chairman of the Panel for the ensuing Municipal Year.

Councillor D B Dew in the Chair.

2. MEMBERS' INTERESTS

No declarations were received.

3. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED

that Councillor D J Mead be appointed Vice-Chairman of the Panel for the ensuing Municipal Year.

Chairman

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

Prepared by Councillor R B Howe
Date of Publication: 18 May 2016
For Period: 1 June 2016 to 30 September 2016

Membership of the Cabinet is as follows:-

Councillor R B Howe	Executive Leader of the Council	The Old Barn High Street Upwood Huntingdon PE26 2QE Tel: 01487 814393 E-mail: Robin.Howe@huntingdonshire.gov.uk
Councillor D Brown	Executive Councillor for Strategic Partnerships and Shared Services	25 Ermine Street Huntingdon PE29 3EX Tel: 07970 462048 E-mail: Daryl.Brown@huntingdonshire.gov.uk
Councillor G J Bull	Executive Councillor for Planning Policy, Housing and Infrastructure	2 Lancaster Close Old Hurst Huntingdon PE28 3BB Tel: 07780 511928 E-mail:- Graham.Bull@huntingdonshire.gov.uk
Councillor R C Carter	Executive Councillor for Environment, Street Scene and Operations	5 The Paddock Bluntisham Huntingdon PE28 3NR Tel: 07986 325637 E-mail:- Robin.Carter@huntingdonshire.gov.uk
Councillor S Cawley	Executive Councillor for Organisation and Customer Services	6 Levers Water Huntingdon PE29 6TH Tel: 01480 435188 E-mail: Stephen.Cawley@huntingdonshire.gov.uk

Councillor S Criswell	Executive Councillor for Community Resilience	23 The Bank Somersham Huntingdon PE28 3DJ Tel: 01487 740745	E-mail: Steve.Criswell@huntingdonshire.gov.uk
Councillor J A Gray	Executive Councillor for Strategic Resources	Vine Cottage 2 Station Road Catworth PE28 OPE Tel: 01832 710799	E-mail: Jonathan.Gray@huntingdonshire.gov.uk
Councillor R Harrison	Executive Councillor for Business, Enterprise and Skills	55 Bushmead Road Eaton Socon St Neots PE19 8GC Tel: 01480 406664	E-mail: Roger.Harrison@huntingdonshire.gov.uk
Councillor J M Palmer	Executive Councillor for Leisure and Health	149 Great Whyte Ramsey Huntingdon Cambridgeshire PE26 1HP Tel: 01487 814063	E-mail: John.Palmer@huntingdonshire.gov.uk
Councillor D M Tysoe	Executive Councillor for Operational Resources	Grove Cottage Maltings Lane Ellington Huntingdon PE28 OAA Tel: 01480 388310	E-mail: Darren.Tysoe@huntingdonshire.gov.uk

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.

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
Revised Shared Services Joint Groups Terms of Reference and Business Plans (ICT, Legal and Building Control) ***	Cabinet	16 Jun 2016		Ms Julie Slatter, Corporate Director (Services) Tel No. 01480 388103 email: Julie.Slatter@huntingdonshire.gov.uk		D Brown	Economy and Growth
Review of the Ownership and Maintenance of Orphan Sites ***	Cabinet	16 Jun 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Communities and Environment

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
Community Chest Grant Aid Awards 2016/17	Grants	30 Jun 2016		Chris Stopford, Head of Community Services Tel No. 01480 388280 or email Chris.Stopford@huntingdonshire.gov.uk		J Gray S Criswell	Communities and Environment
Voluntary Sector Grant Working Group Final Report	Cabinet	21 Jul 2016		Chris Stopford, Head of Community Services Tel No. 01480 388280 or email Chris.Stopford@huntingdonshire.gov.uk		S Criswell	Communities and Environment
Needs Analysis of Open Space and Play Facilities ***	Cabinet	22 Sep 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Communities and Environment
Risk Strategy ***	Cabinet	22 Sep 2016		David Harwood, Audit and Risk Manager Tel No. 01480 388115 email: David.Harwood@huntingdonshire.gov.uk		J Gray	Performance and Customers

Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Huntingdonshire Local Plan to 2036 Quarterly Update and Infrastructure Planning Update
Meeting/Date:	Overview and Scrutiny Panel (Economy and Growth) – 14th June 2016 Cabinet – 16th June 2016
Executive Portfolio:	Planning Policy, Housing & Infrastructure
Report by:	Head of Development
Ward(s) affected:	All

Executive Summary:

This is the third quarterly update on progress on the Local Plan to 2036, as agreed at the Cabinet meeting on 19th November 2015. It provides confirmation that the Core Strategy (2009) meets the government's requirement to have a submission local plan by March 2017 but expeditious preparation of a post-NPPF local plan is required. The report provides updates on each element of the evidence base currently under preparation and highlights the risks arising from delays to the Strategic Transport Study and the Strategic Flood Risk Assessment. A December 2015 report to Cabinet provided an Infrastructure Planning Update and this report also provides a further update in relation to highways and transport infrastructure projects.

Recommendations:

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, including confirmation that the Core Strategy (2009) meets the government's requirement to have a submission local plan by March 2017, and the update in relation to highways and transport infrastructure projects; and
- 2) Comments on the use of approach b in paragraph 4.3 (the revalidated CSRM) for the Strategic Transport Study

That the Cabinet:

- 1) Notes progress on preparation of the Huntingdonshire Local Plan to 2036 and its supporting evidence base, including confirmation that the Core Strategy (2009) meets the government's requirement to have a submission local plan by March 2017, and the update in relation to highways and transport infrastructure projects; and
- 2) Endorses the use of approach b in paragraph 4.3 (the revalidated CSRM) for the Strategic Transport Study.

1. PURPOSE of the report

1.1 This report provides an update on progress on preparation of the proposed submission Huntingdonshire Local Plan to 2036 (HLP2036) and its supporting evidence base in the light of government announcements relating to the timescale for the production of local plans, and to provide a further update on highways and transport infrastructure projects.

1.2 The main purpose of the report is to:

- Confirm the timelines required for delivery of the proposed submission Local Plan in response to confirmation of national deadlines
- Confirm the delivery programme for the evidence base necessary to deliver the HLP2036

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

2.1 At the Cabinet meeting on 19th November 2015 it was resolved that quarterly reports on progress with preparation of the HLP2036 should be provided. The December 2015 report on Infrastructure Planning also stated that a further update would be provided in June 2016.

3. NATIONAL TIMESCALES FOR UPDATING LOCAL PLANS

3.1 'Fixing the Foundations' (July 2015) set out the government's intention to publish league tables of local planning authorities' progress in plan-making. The first data records for Huntingdonshire provide confirmation that the Core Strategy (2009) meets the requirement from the Written Ministerial Statement on Local Plans (July 2015) to have a development plan prepared post-2004. The deadline for 'writing' a local plan by March 2017 does not therefore apply to this district. However, as the Core Strategy pre-dates the introduction of the National Planning Policy Framework (NPPF) in 2012 a later deadline of March 2018 for review of the development plan is advocated by the Local Plans Expert Group report upon which government consultation closed on 27th April 2016.

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

Strategic Transport Study

4.1 Mott McDonald has been appointed to conduct the Strategic Transport Study on behalf of Huntingdonshire District Council and Cambridgeshire County Council. This is a fundamental element of the evidence base necessary to demonstrate that the preferred development strategy is deliverable. It will test the transport implications of four possible development scenarios (which were set out in the report to the March meetings), along with the necessary baseline assessment advocated by National Planning Policy Guidance (NPPG). It will investigate the mitigation packages that would be required to facilitate each scenario and provide indicative costings for them.

4.2 The Strategic Transport Study brief was prepared on the basis that the revalidation of the Cambridge Sub-Regional Model (CSRM) traffic model by consultants for the County Council would be completed in May 2016, as the County Council had confirmed earlier this year. This revalidation is essential to ensure modelling is based on an up-to-date data set and can provide forecasts to 2036. However, the County Council advise that this revalidation work is now

not expected to be completed until the end of June 2016 and will then need further checking to test accuracy.

4.3 Mott McDonald have discussed the modelling options with Atkins (the County Council's consultants) who manage the CSRM on behalf of Cambridgeshire County Council and identified two possible approaches:

- a) *Priority is to complete the proposed submission Local Plan by December 2016*: this would necessitate use of the old CSRM model which is available now but only forecasts to 2031, it would be open to challenge by developers on the basis that dated information has been used and incurs the major risk that at the Local Plan Examination the Inspector may ask for the development scenarios to be retested through the revalidated CSRM as that will be well established by that time. This could result in a suspension of the Examination of around six months and an additional cost of over £100,000 to re-run the modelling and complete the analysis of its outputs.
- b) *Priority is to develop a defensible transport evidence base*: this would involve waiting for the revalidated CSRM to be available which could provide forecasts up to 2041 if required and would be based on an up-to-date data set. This would form a more robust evidence base for the Local Plan Examination and be less susceptible to challenge from developers. Preliminary work could be undertaken in the short-term but this approach would necessitate delaying modelling the four development scenarios until the revalidation work on the CSRM is completed; checking to test accuracy for the Huntingdonshire area could be incorporated within the scope of the Strategic Transport Study.

4.4 Mott McDonald has been asked to prepare a revised timetable for the Strategic Transport Study based on approach b) using the revalidated CSRM as this is expected to be the lower risk and potentially lower cost option in the longer term. This will have implications for completion of the HLP2036 resulting in several months delay as the development strategy cannot be finalised until the transport evidence demonstrates it is deliverable when accompanied by an appropriate transport mitigation package.

Strategic Flood Risk Assessment (SFRA)

4.5 JBA are continuing to progress the SFRA as far as possible with the information released by the Environment Agency. However, two main sources of delay persist. Firstly, the Environment Agency has still not completed the Lower Great Ouse flood model. This is necessary to produce updated flood risk zones without which more detailed assessment of sites in zones at greater risk of flooding cannot be undertaken. Secondly, the Environment Agency issued updated guidance in February on consideration of climate change allowances to support the NPPF. The Environment Agency has confirmed that their modelling on revised climate change allowances in September will not include the Lower Great Ouse as funding limitations are restricting their work to areas at greatest risk. Discussions are ongoing between the Council, JBA and the Environment Agency to identify alternative approaches. These may include funding additional modelling, using generalised flow modelling or using flood zone 2 as a proxy measure for climate change allowances. Any solution will need to be agreed with the Environment Agency to prevent the risk of objection at the Local Plan examination. Until this agreement has been reached very little further progress can be made on the SFRA resulting in delay to the programme and preventing finalisation of site allocations for the HLP2036.

Gypsy and Traveller Needs Assessment

- 4.6 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 7 neighbouring authorities. All survey and direct engagement work has been completed and is now being analysed. Legal opinion has been sought from the QC retained by South Cambridgeshire District Council for their Local Plan examination on the implications of the new definition of Gypsies and Travellers as set out in the August 2015 Planning Policy for Traveller Sites. This, along with the need to obtain more detailed information from some partner authorities has led to delay in completing the report from May until early July.

Retail and Commercial Leisure Needs Assessment

- 4.7 Nexus Planning was appointed in April 2016 to undertake a Retail and Commercial Leisure Needs Assessment. This includes a survey of 1,000 householders to ascertain current shopping and leisure behaviour patterns including use of internet and 'click and collect' services to help shape future policies for town centre uses. Engagement with local stakeholders such as town councils, Huntingdon BID, St Ives town team as well as neighbouring authorities is scheduled for June. The Assessment will advise on the need for additional retail and commercial leisure floorspace to ascertain the quantity and nature of site allocations for the HLP2036 and to inform development management policies.

Objectively Assessed Need Update

- 4.8 To meet NPPF and NPPG requirements to take into account market signals and updated household projections, an update of the Objectively Assessed Need figure for Huntingdonshire has been commissioned from Cambridgeshire County Council's Research Group. This is necessary to ensure the housing delivery target for the HLP2036 is up-to-date. It will complement the more detailed information contained within the Cambridge sub-region strategic housing market assessment (2013). It will also analyse and address overlaps with neighbouring housing market areas, including in particular Bedford and Peterborough Housing Market Areas, and consider the jobs/population/housing impacts of proposed MoD base closures at RAF Alconbury and RAF Molesworth.

Wind Energy Development

- 4.9 A consultation document is being prepared in response to the Written Ministerial Statement of 18th June 2015 which required suitable areas for wind turbines to be clearly allocated in a local or neighbourhood plan. The draft document will need to identify whether any general areas within Huntingdonshire are potentially suitable for wind energy development; it will set out a range of options and specify a preferred approach. It will not consider individual sites. Subject to discussions with the Member Development Plan Policy Advisory Group, consultation is expected in the summer. The outcomes of the consultation will inform preparation of the HLP2036.

5. HIGHWAYS AND TRANSPORT INFRASTRUCTURE PROJECTS UPDATE

- 5.1 **A14 trunk road:** the development consent order (DCO) was approved by the secretary of state for transport on 11th May 2016. Works are due to commence by late 2016 and highways England programmes the completion of the new route by the end of 2019. The removal of the Huntingdon viaduct will then commence and the new road network within the town centre should be completed 18 months later. HDC is currently involved in final design elements, including environment, delivery, legacy and noise & air quality and remains a key stakeholder in the overall delivery of the scheme.
- 5.2 **A428: Black Cat to Caxton Gibbet Improvement.** This is one of 13 new schemes in the East of England due to start construction by 2020 and, if approved, will be constructed to Department for Transport 'Expressway' standard i.e. min. 2-lane dual carriageway. Highways England are now developing route options and are currently setting-up Stakeholder Forums with all tiers of local government, this Council being a Tier 1 Stakeholder. Public engagement on scheme will take place during Spring 2017 with a Ministerial announcement of a 'Preferred Route' due after that. Subject to a DCO submission and approval by Government, works are currently planned to commence during Spring 2020. This scheme also links to the Oxford to Cambridge Expressway scheme, see below.
- 5.3 **A1: M25 to Peterborough.** The DfT and HE are taking this forward with Stakeholders, inc. HDC, as one of six Strategic Studies across England. Options and ideas are currently being developed with partners and this will culminate in a range of recommendations emerging from DfT by the end of 2016, with preferred options published for community consultation and engagement. Discussions to date have included the potential need for a new offline route, including at Buckden, to address current delays, congestion and safety issues as well as tying into the emerging Oxford to Cambridge Expressway scheme. Any final outcomes will inform the Govt. Roads Investment Strategy 2 and subject to a scheme approval, this could be delivered as part of Roads Period 2 from April 2020 onwards.
- 5.4 **A1: Oxford to Cambridge Expressway and East West Rail:** This continues to follow the same process as the A1 and is the second of the six Strategic Studies across England. Again, recommendations will come forward at the end of 2016 and the council continues to act as a key stakeholder in assisting to develop emerging ideas. Currently at the ideas and options stage, work is ongoing with DfT and HE and any emerging options will take account of the earlier delivery of the Black Cat to Caxton Gibbet proposals, as above. Any scheme will also tie into any emerging proposals arising from the A1 Study, as well as the East West rail scheme, where Network Rail has recently announced that the Bedford/Sandy/Cambridge element will form the route of the 'Central Section' of the scheme following the consideration of 20 options that were considered in detail.
- 5.5 **Rail investment:** Network Rail (NR) continue to develop the East Coast Main Line (ECML) route study in order to identify the constraints to growth between London, Newcastle and Scotland. HDC is a key stakeholder and is working with NR and partners to develop and publish a strategic study for the long-term development of the route, including measures that benefit Huntingdonshire. Current options include a greater spread of long-distance stopping patterns in order to reduce congestion at key stations, such as Peterborough, and the possibility of hourly long-distance services from Grimsby and Lincoln stopping at Huntingdon and/or St. Neots. The Thameslink programme is on target for

2018/19 to deliver services from Huntingdon and St. Neots, through Kings Cross St. Pancras, to a range of destinations south of London. New rolling-stock on Great Northern services is due prior to the formal launch of Thameslink.

- 5.6 An early scheme arising from the ECML Study is the reinstatement of 7 miles of 4th track (Up Slow to London) between Huntingdon and the 4th track 'loop' at Woodwalton. This will provide additional capacity for Great Northern services by creating a line speed of 100/mph and freeing-up capacity for long-distance high speed services and will also include reconfigured design of overhead line arrangements to provide independent wiring thereby reducing incidents of complete line closure. Environmental surveys have commenced with Public Information Events taking place during Summer 2016. Subject to design approval, works will commence in mid-2018 and finish by December 2019.

6. KEY IMPACTS / RISKS

- 6.1 Continuing delays in availability of the revalidated CSRM means that a robust Strategic Transport Study cannot be completed by the date necessary to deliver the HLP2036 to the timeline anticipated in the Local Development Scheme (LDS). However, the risk of using the outdated version of the model is significant in the long term as the evidence base will be less robust and there is a significant likelihood that the Local Plan Examination Inspector will ask for the transport modelling to be re-run incurring additional cost and a greater overall delay than waiting for the revalidated model to be available.
- 6.2 Difficulties in obtaining information from the Environment Agency that is necessary to complete the SFRA will also impact on the timeline for preparation of the HLP2036 as suitability and deliverability of site specific allocations cannot be confirmed. Additional costs may be incurred depending on the alternative approach necessary to ensure a robust SFRA is produced that can be supported through the Local Plan Examination by the Environment Agency.
- 6.3 These delays from consultees are extremely frustrating as the District Council is committed to producing the certainty for all that a new adopted Local Plan will provide. The Head of Development and Planning Policy, Housing & Infrastructure Portfolio holder will be seeking early meetings with these consultees to complain about and re-emphasise the importance of timely inputs and meeting timescales. Confirmation received since the last quarterly report and the approval of the LDS does however mean that the adoption of the Core Strategy has already ensured that the Council has met the Government requirement deadline for 'writing' a local plan by March 2017.
- 6.4 The table below is extracted from the Local Development Scheme approved by Cabinet on 17th March 2016 and amended to show the currently anticipated – the exact delay in the availability of the CSRM is still being clarified – implications for the timetable for preparation of the HLP2036.

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	May – November 2014

Cambridgeshire County Council)	
Huntingdonshire Local Plan to 2026: Targeted Consultation 2015	January – March 2015

Timetable: key stage – to be completed/undertaken	
Finalisation of evidence base – including Housing and Employment Land Availability Assessment, Strategic Flood Risk Assessment and Gypsy and Traveller Accommodation Needs Assessment	August 2015 - September 2016 November 2016
Strategic Transport Study in collaboration with Cambridgeshire County Council	January 2016 - August 2016 December 2016
Statutory consultation on proposed submission Local Plan to 2036 (Reg. 19)	January – February 2017 May – June 2017
Submission to Secretary of State	July 2017 November 2017
Estimated examination	July 2017 – December 2018 November 2017 – April 2019
Receipt of Inspector's report	January 2019 May 2019
Estimated date for adoption	February 2019 June 2019

7. LINK TO THE CORPORATE PLAN, STRATEGIC PRIORITIES AND / OR CORPORATE OBJECTIVES

7.1 The production of the HLP2036 relates to the 2016/17 strategic priority of Delivering Sustainable Growth.

7.2 The objective under the strategic priority is as follows:
“To improve the supply of new and affordable housing, jobs and community facilities to meet future need.”

Our work programme includes:

- *“ensuring an adequate supply of housing to meet objectively assessed needs;*
- *planning and delivering the provision of decent market and affordable housing for current and future needs;*
- *ensuring that there are the right community facilities to accommodate the housing growth.”*

7.3 The relevant key actions for 2016/17 are:

- prepare the Local Plan;
- facilitate delivery of new housing on the large strategic sites at:
 - St Neots
 - Wyton
 - Alconbury Weald
- maintain a 5 year housing supply position

8. RESOURCE IMPLICATIONS

8.1 A single Planning Policy earmarked reserve was agreed at the Cabinet meeting of 17th March 2016 enabling money to be drawn down to support production of the evidence base. It is expected that any additional funding required for the SFRA can be drawn from this.

9. REASONS FOR THE RECOMMENDED DECISIONS

- 9.1 To inform Members about Huntingdonshire's compliance with national guidance on the timing of submission of replacement local plans. To update Members in relation to highways and transport infrastructure projects. To update Members on preparation of the HLP2036 and its associated evidence base and seek endorsement of the proposed approach to await the revalidated CSRM for the Strategic Transport Study with the acknowledgement that this will mean that the timetable set out in the Local Development Scheme cannot be met.

BACKGROUND PAPERS

[Cabinet Report 17 March 2016 Item 3](#)

[HM Treasury July 2015 Fixing the Foundations](#)

[Written Ministerial Statement July 2015 Local Plans](#)

[Environment Agency February 2016 Climate change allowance guidance](#)

[Written Ministerial Statement 18 June 2015 on Wind Turbine Development](#)

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CURRENT ACTIVITIES OF THE COMMUNITIES AND ENVIRONMENT PANEL AND THE ECONOMY AND GROWTH PANEL

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 Environment	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. A meeting of the Working Group took place on 25th February 2016 and 14th March 2016. Further meetings will take place on 11th April, 25th April, 17th May and 14th June 2016.
The Health Economy	To establish priorities for future work on the local health economy.	Communities and Environment	Scoping paper considered. Further reports requested on: <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 Environment	The Working Group 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. A follow up meeting to summarise the findings of the study was held on 21st March 2016.
Waste Collection Policies	To assist the Head of Operations and Executive Member for Operations & Environment with reviewing waste collection policies in	Communities and Environment	The Working Group's activities are currently on hold until the Operations Review has been completed and implemented. Draft operational policies for garden waste contamination,

STUDY	OBJECTIVES	PANEL	STATUS
	relation to the collection points for wheeled bins/sacks and remote properties (farms and lodges).		dry recyclates contamination and lane end collection was considered at the Panel's November 2015 meeting. The Review of Waste Policies was considered at the Panel's January 2016 meeting.
Litter Policies and Practices (to include graffiti removal)	To consider and make recommendations on future litter and graffiti service scope and standards and on public appetite for changes.	Communities and Environment	The Working Group's activities are currently on hold until the Operations Review has been completed and implemented. The Street Cleansing Service Specification was considered at the Panel's January 2016 meeting.
Cambridgeshire County Council Budget Scrutiny	To review the Cambridgeshire County Council's Budget proposals and assess their impact upon Huntingdonshire and it's residents.	Performance 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, M Shellens and R J West. Meetings were held on 14th and 19th January 2016 to scrutinise the various aspects of the County Council's Budget Proposals.

Panel Date	Decision	Action	Response	Date
<p>17/06/14</p> <p>16/07/15</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>Councillor J White is appointed as the Panel's representative on the Cambridgeshire Future Transport Initiative.</p>		<p>Updates to be delivered in due course.</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>		<p>Planning Enforcement will be considered as part of the wider Corporate Enforcement Policy.</p>	
<p>12/01/16</p>	<p><u>Corporate Enforcement Policy</u></p> <p>Councillors J W Davies, I D Gardener and T D Sanderson are to engage with the Head of Community Services on the formation of the Corporate Enforcement Policy.</p>			

Panel Date	Decision	Action	Response	Date
08/03/16	The Chairman requested that the Corporate Enforcement Policy is formally entered on to the Work Programme.			
12/04/16	The Panel were informed that the Executive Councillor for Operations and Environment, Councillor R C Carter and the Executive Councillor for Strategic Planning and Housing, Councillor D B Dew would join the Head of Community Services and Councillors J W Davies, I D Gardener and T D Sanderson to discuss the formation of the Corporate Enforcement Policy.	The Head of Community Services is to meet with the Focus Group to discuss current progress on the Corporate Enforcement Policy.		
	<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>