

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 **THURSDAY, 9TH MARCH 2017** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact  
(01480)**

## **APOLOGIES**

**1. MINUTES** (Pages 5 - 8)

To approve as a correct record the Minutes of the meeting held on 2nd February 2017.

**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 9 - 12)

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.

**A Roberts  
388015**

**4. HUNTINGDONSHIRE DESIGN GUIDE** (Pages 13 - 44)

The Panel are to receive a report and presentation on the Huntingdonshire Design Guide.

**C Kerr  
388430**

**5. WORK PLAN STUDIES** (Pages 45 - 46)

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


**A Green  
388008**

**6. OVERVIEW AND SCRUTINY PROGRESS** (Pages 47 - 50)

To consider a report on the Panel's activities.

**A Green  
388008**

Dated this 1st day of March 2017



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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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](mailto: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](http://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 Thursday, 2nd February 2017.

- PRESENT: Councillor D B Dew – Chairman.
- Councillors Mrs B E Boddington, E R Butler, L George, D J Mead, T D Sanderson and Mrs J Tavener.
- APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors I D Gardener, K D Wainwright and D Watt.
- IN ATTENDANCE: Councillors G J Bull, Mrs A Dickinson, R Fuller and R Harrison.

### **57. MINUTES**

The Minutes of the meeting held on 5th January 2017 were approved as a correct record and signed by the Chairman.

### **58. MEMBERS' INTERESTS**

No declarations of interest were received.

### **59. 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 2017 to 31st May 2017.

Members were given an update on the Memorandum of Understanding (MOU) with the Local Enterprise Partnership (LEP). Members were told that Officers are hoping to bring the MOU to the Panel as soon they can but they are currently waiting for meetings with the LEP.

### **60. BUSINESS IMPROVEMENT DISTRICT (BID) HUNTINGDON**

The Panel welcomed Sue Bradshaw, Business Improvement District (BID) Huntingdon Manager, Jon Kerby, Chairman of the BID and Mo Aswat, Mosaic Partnership. Mr Aswat of the Mosaic Partnership, who have been employed as consultants to the BID, gave Members a presentation on the BID and the renewal process.

As background, Members were informed that the Mosaic Partnership have developed 86 BIDs in the UK and helped develop the BID Stage 1 in Huntingdon. Legislation establishing BIDs was passed in 2004, since then there have been around 250 successful BID ballots and 42 unsuccessful BID ballots. In terms of the Stage 2 ballots, 9 out of 10

are successful.

It was explained that the BID is an arrangement whereby businesses get together, decide what additional improvements they want to make, how they are going to manage and deliver those improvements and what it will cost them. This all goes into a business plan which is voted on by all those who would have to pay the BID levy. The BID can last for a maximum of five years and must be able to demonstrate how it has benefited businesses who have funded it. In addition, the BID can only fund services above and beyond the statutory services.

For a BID to have a successful ballot there has to be two majority 'Yes' votes, the first is that the majority of businesses have to vote yes and the second is that the majority of business by rateable value have to vote yes.

The Panel were informed that there are three stages to the renewal of the BID which are: the Foundation Phase, the Development Phase and the Campaign Phase. There are several key dates for the BID renewal including: the issuing of the Full Business Plan in March 2017 and the ballot, which is conducted by post through June 2017. It was clarified that the BID Stage 1 ends on 30th September 2017 with the BID Stage 2 commencing on 1st October 2017 if the ballot is successful.

In response to a question regarding what services the BID can provide the Panel were informed that BIDs can provide a range of services including: Marketing and Promotion, Events and Activations, Cleansing and Maintenance, Facilities and Asset Management, Access, Safety and Security, improvements to the physical environment, Business Support and Lobbying and Advocacy.

In addition, Mr Aswat listed the following achievements of the BID:

- The Huntingdon BID has saved costs for businesses through Business Support initiatives;
- Huntingdon Town Centre is safer and more welcoming for businesses and visitors;
- It is easier to find details of business locations in Huntingdon Town Centre now;
- Huntingdon Town Rangers are an effective support for businesses;
- There are more activities happening in Huntingdon Town Centre now;
- More people know about what is happening in Huntingdon Town Centre now;
- Huntingdon BID liaise effectively with other parties to help support businesses;
- The Huntingdon BID is an effective voice for Huntingdon Town Centre;
- Town centre footfall has been maintained in line with national and local trends;
- Vacant units continue to be below average and new businesses continue to be drawn to the Town centre; and
- Closer links with CCTV and more Huntingdon Businesses Against Crime members have resulted in better awareness and information sharing leading to reduced criminal and

antisocial activity.

In response to a question, the Chairman of the BID explained that he thought that the BID makes Huntingdon a nice place to trade and that the levy payment represents good value for money. He added that he thought the Rangers do a fantastic job, particularly speaking with customers. He added that Huntingdon businesses have a difficult task in attracting customers as they are competing with the internet, Cambridge and Peterborough, however businesses are getting together and attracting people to the town.

A Member stated that he thought that although the BID turnover is only £165k per year the money has been used well in the town. In response to his question regarding the input Members have into the Business Plan, the Panel were told that Members can suggest ideas through the Member representative on the Board of Directors. In addition the Board asks levy payers for ideas they have for the Business Plan.

Following a question about the role of the Rangers, Ms Bradshaw informed the Panel that their role going forward won't be different to their role currently. They fulfil a whole range of tasks including finding lost children to clearing up small spills. The businesses want the Rangers to be the friendly face of Huntingdon who greet customers.

In response to a question regarding the kiosks, the Panel were informed that the Corporate Team is currently reviewing the kiosks.

**61. BUSINESS IMPROVEMENT DISTRICT (BID) HUNTINGDON RENEWAL BALLOT - DELEGATION OF POWERS**

With the aid of a report by Economic Development Manager (a copy of which is appended in the Minute Book) the Business Improvement District (BID) Huntingdon Renewal Ballot – Delegation of Powers was presented to the Panel.

Members were informed that as the Council are a member of the BID, if the BID was renewed the Council would be obliged to pay approximately £10,680 (current levy). The Panel were asked to comment on whether the Head of Development should cast a positive vote at the ballot and whether the Head of Customer Services be authorised to meet the Council's obligations to issue invoices and collect the levy.

Following a question in regards to the BID's Business Plan, the Panel was reminded that the report presented focuses on the process of the Council's role in the ballot and not the Business Plan of the BID. Members were informed that there will be a consultation process in which the BID is to invite ideas for the Business Plan.

The Panel recommended that Cabinet should remove the word 'positively' from the recommendation to give the Head of Development authorisation to vote either way at the BID renewal ballot as Members believe that there should be an option to vote negatively depending on the strength of the BID Business Plan.

**62. REPRESENTATION ON EXTERNAL ORGANISATIONS - QUARTERLY UPDATE REPORT**

With the aid of a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) the Representation On External Organisations – Quarterly Update Report was presented to the Panel.

The Chairman introduced the report by informing Members that the Cabinet decided at its meeting on 21st July 2016 to require appointed Members to report on a quarterly basis, in writing, to the relevant Overview and Scrutiny Panel.

In response to the question from the Chairman to does the update report needs to be quarterly, the Panel agreed that they don't see the merit of the report presented quarterly and it could be viewed as a waste of officer time. The Chairman, on behalf of the Panel, thanked the Cabinet for their suggestion but stated that the Panel agrees that the Members on external organisations do not need to report back quarterly.

*(At 7.55pm, during the consideration of this item, Councillors G J Bull, Mrs A Dickinson, R Fuller and R Harrison left the meeting and did not return.)*

**63. 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 being undertaken by the Overview and Scrutiny Panels for Communities and Environment and Performance and Customers.

**64. 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.

In regards to the Car Parking Strategy, the Chairman stated that he is due to meet the Corporate Director (Delivery) to discuss the topic. The Chairman noted that one of the original volunteers to the group, Councillor R Fuller, has since ceased to be a Member of Overview and Scrutiny and has suggested filling the vacancy created as a consequence at the next Panel meeting in March.

The Panel agreed to wait for the Housing Strategy to decide whether Members would like to continue the Housing Working Group.

Chairman



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

**Prepared by** Councillor R B Howe, Executive Leader of the Council  
**Date of Publication:** 15 February 2017  
**For Period:** 1 March 2017 to 30 June 2017

Membership of the Cabinet is as follows:-

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Councillor D Brown	Executive Councillor for Commercialisation and Shared Services	Haycroft Porch Farm Barns Warboys Road Old Hurst PE28 3AA  Tel: 07970 462048 E-mail: <a href="mailto:Daryl.Brown@huntingdonshire.gov.uk">Daryl.Brown@huntingdonshire.gov.uk</a>
Councillor G J Bull	Deputy Executive Leader	2 Lancaster Close Old Hurst Huntingdon PE28 3BB  Tel: 07780 511928 E-mail:- <a href="mailto:Graham.Bull@huntingdonshire.gov.uk">Graham.Bull@huntingdonshire.gov.uk</a>
Councillor S Cawley	Executive Councillor for Transformation and Customers	6 Levers Water Huntingdon PE29 6TH  Tel: 01480 435188 E-mail: <a href="mailto:Stephen.Cawley@huntingdonshire.gov.uk">Stephen.Cawley@huntingdonshire.gov.uk</a>
Councillor Mrs A Dickinson	Executive Councillor for Community Resilience	Priory Holme Priory Road St Ives Cambs PE28 3DJ Tel: 01480 495445 E-mail: <a href="mailto:Angie.Dickinson@huntingdonshire.gov.uk">Angie.Dickinson@huntingdonshire.gov.uk</a>

Councillor R Fuller	Executive Councillor for Housing and Regulatory Services	19 Pettis Road St Ives Huntingdon Cambridgeshire PE27 6SR Tel: 01480 388311 E-mail: <a href="mailto:Ryan.Fuller@huntingdonshire.gov.uk">Ryan.Fuller@huntingdonshire.gov.uk</a>
Councillor J A Gray	Executive Councillor for Strategic Resources	Vine Cottage 2 Station Road Catworth PE28 OPE Tel: 01832 710799 E-mail: <a href="mailto:Jonathan.Gray@huntingdonshire.gov.uk">Jonathan.Gray@huntingdonshire.gov.uk</a>
Councillor R Harrison	Executive Councillor for Growth	55 Bushmead Road Eaton Socon St Neots PE19 8GC Tel: 01480 406664 E-mail: <a href="mailto:Roger.Harrison@huntingdonshire.gov.uk">Roger.Harrison@huntingdonshire.gov.uk</a>
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Councillor J White	Executive Councillor for Operations	49 High Street Spaldwick Huntingdon PE28 OTD Tel: 01480 890451 E-mail: <a href="mailto:Jim.White@huntingdonshire.gov.uk">Jim.White@huntingdonshire.gov.uk</a>

10

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](mailto:Democratic.Services@huntingdonshire.gov.uk).

Agendas may be accessed electronically at [www.huntingdonshire.gov.uk](http://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](mailto: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.

~~H~~untingdonshire District Council  
~~P~~athfinder 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
New Cambridgeshire Housing Adaptations Agreement and Refreshed Huntingdonshire Housing Renewal Assistance Policy	Cabinet	16 Mar 2017		Caroline Hannon, Housing Strategy Manager Tel No. 01480 388203 or email: caroline.hannon@huntingdonshire.gov.uk		R Fuller	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
Corporate Plan - Refresh	Cabinet	16 Mar 2017		Adrian Dobbyne, Corporate Team Manager, Tel No. 01480 388100 or Email: Adrian.Dobbyne@huntingdonshire.gov.uk		R Howe	Performance and Customers
Memoranda of Understanding with the Local Enterprise Partnership ***	Cabinet	16 Mar 2017		Andy Moffat, Head of Development Tel No. 01480 388400 or Email:andy.moffat@huntingdonshire.gov.uk		R Harrison	Economy and Growth
The Huntingdonshire Design Guide ***	Cabinet	16 Mar 2017		Clara Kerr, Planning Services Manager Tel No. 01480 388430 or Email: Clara.Kerr@huntingdonshire.gov.uk		R Harrison	Economy and Growth
Provisional Agreement for Transfer of Loan****##	Cabinet	16 Mar 2017	Due Diligence Report - EXEMPT	Clive Mason, Head of Resources Tel No. 01480 388157 or email:Clive.Mason@huntingdonshire.gov.uk	Paragraph 3	J A Gray	Performance and Customers
Housing Strategy ***	Cabinet	20 Apr 2017		Andy Moffat, Head of Development Tel No. 01480 388400 or email: Andy.Moffatt@huntingdonshire.gov.uk		R Fuller	Economy and Growth
Corporate Enforcement Policy ***	Cabinet	20 Apr 2017		Chris Stopford, Head of Community Services Tel No. 01480 388280 or email: Chris.Stopford@huntingdonshire.gov.uk		R Fuller	Communities and Environment
Agreement for Transfer of Loan****##	Cabinet	22 Jun 2017	Due Diligence Report	Clive Mason, Head of Resources Tel No. 01480 388157 or email Clive.Mason@huntingdonshire.gov.uk	Paragraph 3	J A Gray	Performance and Customers
CCTV (Full Business Case) ***	Cabinet	22 Jun 2017		Anthony Kemp, Interim Corporate Director (Services) Tel No. 01480 388301 or email: Anthony.Kemp@huntingdonshire.gov.uk		D Brown	Performance and Customers

**Confidential - No  
Key Decision - No**

## HUNTINGDONSHIRE DISTRICT COUNCIL

**Title/Subject Matter:** Huntingdonshire Design Guide Supplementary Planning Document

**Meeting/Date:** Overview and Scrutiny Panel (Economy and Growth) – 9th March 2017  
Cabinet – 16th March 2017

**Executive Portfolio:** Councillor R Harrison, Executive Councillor for Growth

**Report by:** Clara Kerr, Planning Service Manager

**Wards affected:** All

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### **Executive Summary:**

The current Huntingdonshire Design Guide Supplementary Planning Document (SPD) was adopted in 2007. Since that time there have been significant changes in national and local planning policy. The new design guide has been produced as an aid to improving the design quality of new development in Huntingdonshire. It sets out important design principles and explains key requirements of the Council. It has been designed as a manual to inform and inspire anyone with an interest in the development process, and a key supporting document for making planning decisions.

### **Recommendations:**

The Overview and Scrutiny Panel is invited to consider and comment on the report.

The Cabinet are recommended to:

- 1) Adopt the proposed 'Huntingdonshire Design Guide' as a Supplementary Planning Document, with any minor amendments prior to publication being delegated to the Head of Development in consultation with the Executive Member for Growth; and
- 2) In making that decision, note the comments from the Consultation Statement and the Strategic Environmental Assessment and Habitat Regulations Assessment Screening Report and endorses the officer responses to the issues raised.

## 1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to seek Cabinet's approval for the 'Huntingdonshire Design Guide Supplementary Planning Document', which was subject to a six week public consultation between 31st October and 12th December 2016. At the time of drafting this report work is continuing on ensuring that the necessary amendments are made to the Design Guide following the public consultation. A link to the Design Guide will be e-mailed to all Members of this Panel on Tuesday 7th March.

## 2. BACKGROUND

- 2.1 The new 'Huntingdonshire Design Guide Supplementary Planning Document' will replace the existing 'Huntingdonshire Design Guide Supplementary Planning Document', which was adopted in 2007. The draft SPD consists of 5 chapters:

- **Chapter 1: Overview** – provides background information on the purpose, objectives and status of the SPD once adopted and how the SPD should be used. This chapter also sets out why good design matters.
- **Chapter 2: Context and Local Distinctiveness** – provides an overview of the context of Huntingdonshire in terms of the existing settlement pattern, the future development strategy, the network of strategic connections, the landscape character of the district as well as more detailed information about the nature of public space and the architectural character of the district.
- **Chapter 3: Place Making Principles** – provides details on important place making principles that should be used to create attractive developments throughout Huntingdonshire. It covers land use and density; place making and hierarchy of movement; urban structure and the development block; parking and servicing; landscape and public realm; building form and building detail.
- **Chapter 4: Implementation** – sets out a step by step process for the successful design of development proposals. It also sets out a series of development scenarios that show how the place making principles can be brought together. The scenarios include several examples of developments in Huntingdonshire to highlight instances where this has been achieved.
- **Chapter 5: References and Glossary** – provides details of useful resources and publications that will support the process of drawing up well designed development proposals as well as explaining some of the terms used in the SPD.

## 3. LINK TO CORPORATE PLAN, STRATEGIC PRIORITIES AND / OR CORPORATE OBJECTIVES

- 3.1 The adoption of the Huntingdonshire Design Guide SPD is a key action under Strategic Objective 1a) 'Create, protect and enhance our safe and clean built and green environment' of the Corporate Plan.

## 4. COMMENTS OF OVERVIEW AND SCRUTINY

- 4.1 The comments of the Overview and Scrutiny Panel (Economy and Growth) will be circulated as an appendix following its meeting on 9th March 2017 but prior to the consideration of the report by the Cabinet.

## 5. MAIN ISSUES RAISED DURING CONSULTATION

- 5.1 A total of 42 comments were received from 21 consultees. A summary of the main issues raised in comments as well as a list of the consultees that made comments are presented in the Consultation Statement, attached to this report as Appendix B. The complete comments received can be found on the Council's [Consultation Portal](#). Comments were also received from an advisory group of the Council's Development Management Committee and internal consultees.
- 5.2 The majority of comments received were supportive and complementary. Most consultees chose to submit one comment with a number of detailed points concerned with specific parts of the consultation draft. There were a number of overarching issues raised:

<p><b>Density</b></p>	<p><b>Summary:</b> A range of points were raised, mostly on chapter 3. Place Making Principles, 3.2 Land Use and Density, but were raised on other sections as well. These included queries and concerns about how density is calculated, the difference between 'net' and 'gross' density, the relationship of proposed development with its surroundings, the typical density ranges identified and what is considered to be 'high', 'medium' and 'low' density development.</p> <p><b>Response:</b> The range and nature of comments shows that this is a subject needs clarifying and expanding the design guide's content for. Many different considerations mean that it is difficult to set density ranges for different locations. Stating density in terms of a number of dwellings per hectare is a crude measure on its own as different building forms can have the same density but will have markedly different characters. Furthermore, this approach needs to remain flexible to allow for any future potential changes in Government Guidance.</p> <p><b>Changes:</b> Text on density in section 3.2 has been revised and added to. Additional diagrams have been added to help explain how different building forms can affect density and how 'net' and 'gross' density are calculated. Table 3.2.1, which set out a range of typical densities has been deleted.</p>
<p><b>Navigation and usability of the document</b></p>	<p><b>Summary:</b> Several comments raised issues with the practicalities of using the document, noting how they found it difficult to move around and navigate through the document or could foresee problems with referencing specific content. Others were concerned about the way that it had been designed for digital use and that this may have adversely impacted on using a printed version.</p> <p><b>Response:</b> It is acknowledged that the extent to which the document was geared towards being used online and on touchscreen devices was ambitious. However, it was not the intention that this should be done to the exclusion or</p>

	<p>detriment of usability in printed form. Unfortunately some navigation functionality was not available in the consultation draft.</p> <p><b>Changes:</b> Several usability and navigation enhancements will be made once the content is finalised.</p>
<b>Parking Provision</b>	<p><b>Summary:</b> A wide range of comments were raised, mostly on chapter 3. Place Making Principles, 3.5 Parking and Servicing, but were raised on other sections as well. A number of specific issues are covered below. There were concerns expressed about how appropriate provision could be provided successfully within new development, with a number of references made to existing instances with problems. There were also concerns about the compatibility of semi-basement and basement parking with flood risk.</p> <p><b>Response:</b> This is understandably one of the most important issues for a design guide to address. It is considered that there would be benefit in providing separate detailed guidance on parking provision, both in terms of how to determine the level of provision and details such as the form location and dimensions of spaces as well as other related travel/ transport guidance. The form such guidance might take will be investigated.</p> <p><b>Changes:</b> Several amendments made to aid clarity. The Garage design measurements text and diagram have been amended to aid clarity. Cycle parking text is also amended.</p>
<b>Various related topics</b>	<p><b>Summary:</b> Several comments raised topics relating to design, whether in detail or touched on more implicitly. These issues include the range of architectural styles and their evolution, historic environment, detailed requirements in relation to water courses, tree and woodland protection and enhancement.</p> <p><b>Response:</b> While these issues are related to design most are detailed in nature and are specific to particular circumstances. Several of these issues are addressed in more detail in planning or related documents/ sources and are (or will be following amendments) referenced in the Design Guide, for example the Huntingdonshire Landscape and Townscape Assessment SPD, the Tree Strategy for Huntingdonshire and the recently produced Cambridgeshire Flood and Water SPD. While there is some scope to revise and add to the content in the Design Guide it is considered that these issues are best addressed elsewhere.</p> <p><b>Changes:</b> Several amendments have been made throughout the document to aid clarity and provide reference to specific policy and guidance.</p>
<b>Water</b>	<p><b>Summary:</b> Comments were mostly on chapter 3. Place</p>



<p><b>management and Flood Risk</b></p>	<p>Making Principles, 3.6 Landscape and Public Realm, Water Management, but were raised on other sections as well. Concerns raised included caution about infiltration with reference to ground conditions, usability of diagrams for surface water management, space in development for sustainable drainage systems as well as their upkeep and properly addressing flood risk including boundary treatments. Reference to the recently completed Cambridgeshire Flood and Water SPD was requested.</p> <p><b>Response:</b> Water management and addressing flood risk are important subjects which are addressed in numerous guidance and policy documents. Finding the right balance of content for the Design Guide has been difficult but it is considered appropriate to amend and add to the content in the draft SPD to some extent. Reference to Cambridgeshire Flood and Water SPD would be beneficial; however it is still to be adopted by the Council.</p> <p><b>Changes:</b> Several references to flood risk have been added. Water management section has been revised and added to, diagrams clarified, reference to Cambridgeshire Flood and Water SPD added.</p>
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5.3 The more detailed issues raised on sections of the design guide are set out in the Consultation Statement in the same format as the general issues covered above.

5.4 The Design Guide has been amended as indicated in the Consultation Statement and is attached as Appendix A. Due to the size of the document this will only be supplied electronically. It is anticipated that a small number of minor amendments will be required to finalise the document, in order to correct 'typos'. Several usability and navigation enhancements will also be made once the content is finalised. Such amendments will not affect the content of the SPD.

**6. STRATEGIC ENVIRONMENTAL ASSESSMENT**

6.1 The aim of the Strategic Environmental Assessment Directive is 'to contribute to the integration of environmental considerations into the preparation and adoption of plans and programmes with a view to promoting sustainable development, by ensuring that, in accordance with this Directive, an environmental assessment is carried out of certain plans and programmes which are likely to have significant effects on the environment.'

6.2 The Directive is implemented through the Environmental Assessment of Plans and Programmes Regulations 2004. Supplementary planning documents may in exceptional circumstances require a strategic environmental assessment (SEA) if they are likely to have significant environmental effects that have not already have been assessed during the preparation of the Local Plan.

6.3 In order to determine whether a SEA is necessary for the Huntingdonshire Design Guide a screening process has been undertaken and is set out in the Strategic Environmental Assessment and Habitat Regulations Assessment Screening Report, which is attached as Appendix C.

- 6.4 The conclusions of the SEA screening are that the Design Guide will not have significant environmental effects and therefore does not require full Strategic Environmental Assessment.

## **7. HABITATS REGULATION ASSESSMENT**

- 7.1 The Habitats Directive requires competent authorities to decide whether or not a plan or project can proceed having undertaken the following “appropriate assessment requirements” to:

- Determine whether a plan or project may have a significant effect on a European site
- If required, undertake an appropriate assessment of the plan or project
- Decide whether there may be an adverse effect on the integrity of the European site in light of the appropriate assessment

- 7.2 In order to determine whether an appropriate assessment is necessary for the Huntingdonshire Design Guide a screening process has been undertaken and is set out in the Strategic Environmental Assessment and Habitat Regulations Assessment Screening Report, which is attached as Appendix C.

- 7.3 The conclusions of the HRA screening are that the Design Guide will not have an adverse effect on the integrity of any internationally designated sites either on its own or in combination with any other plans. Therefore, an appropriate assessment is not required.

## **8. LEGAL IMPLICATIONS**

- 8.1 The updating of our local policy position will give more coherent, consistent and robust support to the Council’s position with regard to the design quality of development in the district. The adoption of the SPD will give its contents weight at Public Inquiries and throughout the development management process.

- 8.2 The production, public participation and proposed adoption of this draft SPD have complied with relevant regulations and provisions as set out in the Town and Country [Local Planning] [England] Regulations 2012 as amended, being the applicable regulations for the process.

## **9. RECOMMENDATIONS**

- 9.1 The Overview and Scrutiny Panel is invited to consider and comment on the report.

- 9.2 The Cabinet are recommended to:

- adopt the proposed ‘Huntingdonshire Design Guide’ as a Supplementary Planning Document, with any minor amendments prior to publication being delegated to the Head of Development in consultation with the Executive Member for Growth; and
- in making that decision, note the comments from the Consultation Statement and the Strategic Environmental Assessment and Habitat Regulations Assessment Screening Report and endorses the officer responses to the issues raised.

## **LIST OF APPENDICES INCLUDED**

Appendix A: Consultation Statement: Huntingdonshire Design Guide SPD

Appendix B: Strategic Environmental Assessment and Habitat Regulations  
Assessment Screening Report

## **CONTACT OFFICER**

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# Consultation Statement: Draft SPD: Huntingdonshire Design Guide 2016

Huntingdonshire District Council prepared a draft Supplementary Planning Document (SPD) entitled "Huntingdonshire Design Guide 2016" which was published for public consultation. The consultation period ran from 31st October 2016 to 12th December 2016 (a six week period).

At the start of the consultation period email notifications were sent to all consultees on the planning policy consultation database. The database currently has over 2000 consultees.

During the consultation period a copy of the draft SPD was available at Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN during normal office hours (Mondays to Thursdays 9am to 5pm and on Fridays between 9am and 4.30pm).

Representations on the content of the draft SPD could be made in a number of ways:

- Online through the council's planning consultation portal at <http://consult.huntingdonshire.gov.uk/portal/spd/design>
- By email to [local.plan@huntingdonshire.gov.uk](mailto:local.plan@huntingdonshire.gov.uk)
- In writing to Clara Kerr, Planning Services, Huntingdonshire District Council, Pathfinder House, St Mary's Street, Huntingdon, Cambridgeshire, PE29 3TN

## Following Consultation

Following the consultation period the draft SPD has been revised in light of the representations received. This consultation statement has also been revised with details of:

- i. the persons that have been consulted during preparation of the SPD;
- ii. a summary of the main issues raised in representations received; and
- iii. how those issues have been addressed in the final adopted version of the SPD.

## Comments Received

A total of 42 comments were received from 21 consultees. The consultees that made comments are listed in Appendix 1. Full details of the comments received can be found on the Council's [Consultation Portal](#). Comments were also received from the Council's Development Management Committee and internal consultees.

## Main Issues raised during the Consultation

The table below sets out the main issues raised in comments received during the consultation. The issues are arranged with general/ overarching issues first (in alphabetical order) and then chapter/ section specific issues following the order of the consultation document. For each main issue a short summary of the nature/ scope of the issue is provided, then in the 'Response' column a summary of the view taken in response to the issue is provided, finally the 'Changes' column gives a description of any amendments that have been incorporated into the final version of the SPD. Many of the consultation responses covered more than one issue, and sometimes their content does not fit neatly into a specific topic. The numbers listed for each issue refer to the ID number given in the consultation portal

Main Issue	Summary	Response	Changes
Density	<p>A range of points were raised, mostly on chapter 3. Place Making Principles, 3.2 Land Use and Density, but were raised on other sections as well. These included queries and concerns about how density is calculated, the difference between 'net' and 'gross' density, the relationship of proposed development with its surroundings, the typical density ranges identified and what is considered to be 'high', 'medium' and 'low' density development.</p> <p>DG SPD:10, 11, 18, 30, 41</p>	<p>The range and nature of comments shows that this is a subject that is worth clarifying and expanding the design guide's content for. Many different considerations mean that it is difficult to set density ranges for different locations. Stating density in terms of a number of dwellings per hectare is a crude measure on its own as different building forms can have the same density but will have markedly different characters.</p>	<p>Text on density in section 3.2 revised and added to. Additional diagrams added to help explain how different building forms can affect density and how 'net' and 'gross' density are calculated. Table 3.2.1 deleted.</p>
Navigation and usability of the document	<p>Several comments raised issues with the practicalities of using the document, noting how they found it difficult to move around and navigate through the document or could foresee problems with referencing specific content. Others were concerned about the way that it had been designed for digital use and that this may have adversely impacted on using a printed version.</p> <p>DG SPD:7, 16, 31, 34, 41</p>	<p>It is acknowledged that the extent to which the document was geared towards being used online and on touchscreen devices was ambitious. However, it was not the intention that this should be done to the exclusion or detriment of usability in printed form. Unfortunately some navigation functionality was not available in the consultation draft.</p>	<p>Several usability and navigation enhancements will be made once the content is finalised.</p>
22 Parking Provision	<p>A wide range of comments were raised, mostly on chapter 3. Place Making Principles, 3.5 Parking and Servicing, but were raised on other sections as well. A number of specific issues are covered below. There were concerns expressed about how appropriate provision could be provided successfully within new development, with a number of references made to existing instances with problems. There were also concerns about the compatibility of semi-basement and basement parking with flood risk.</p> <p>DG SPD:3, 31, 33, 38, 40, 41</p>	<p>This is understandably one of the most important issues for a design guide to address. It is considered that there would be benefit in providing separate detailed guidance on parking provision, both in terms of how to determine the level of provision and details such as the form location and dimensions of spaces as well as other related travel/ transport guidance. The form such guidance might take will be investigated.</p>	<p>Several amendments made to aid clarity. See below for changes arising from detailed issues.</p>
Support	<p>The majority of comments were supportive of the Design Guide, with several explicitly stating support.</p> <p>DG SPD:1, 2, 4, 5, 16, 31, 33, 36, 38, 40, 41</p>	<p>Support is noted.</p>	<p>-</p>
Various related topics	<p>Several comments raised topics relating to design, whether in detail or touched on more implicitly. These issues include the range of architectural styles and their evolution, historic environment, detailed requirements in relation to water courses, tree and woodland protection and enhancement.</p> <p>DG SPD:8, 16, 33, 37</p>	<p>While these issues are related to design most are detailed in nature and are specific to particular circumstances. Several of these issues are addressed in more detail in planning or related documents/ sources and are (or will be following amendments) referenced in the Design Guide, for example the Huntingdonshire Landscape and Townscape Assessment SPD, the Tree Strategy for Huntingdonshire and the recently produced Cambridgeshire Flood and Water SPD. While there is some scope to revise and add to the content in the Design Guide it is considered that these issues are</p>	<p>Several amendments made throughout the document to aid clarity and provide reference to specific policy and guidance.</p>

Main Issue	Summary	Response	Changes
		best addressed elsewhere. In 'Parking Provision' above the potential for additional guidance has been identified and will be investigated. The potential for further, or the revision of existing, guidance will be investigated as well as content in the emerging Local Plan.	
Water management and Flood Risk	Comments were mostly on chapter 3. Place Making Principles, 3.6 Landscape and Public Realm, Water Management, but were raised on other sections as well. Concerns raised included caution about infiltration with reference to ground conditions, usability of diagrams for surface water management, space in development for sustainable drainage systems as well as their upkeep and properly addressing flood risk including boundary treatments. Reference to the recently completed Cambridgeshire Flood and Water SPD was requested. DG SPD:10, 13, 16, 28, 30, 33, 34, 35, 36, 40, 42,	Water management and addressing flood risk are important subjects which are addressed in numerous guidance and policy documents. Finding the right balance of content for the Design Guide has been difficult but it is considered appropriate to amend and add to the content in the draft SPD to some extent. Reference to Cambridgeshire Flood and Water SPD would be beneficial; however it is still to be adopted by HDC.	Several references to flood risk added. Water management section revised and added to, diagrams clarified, reference to Cambridgeshire Flood and Water SPD added.
1. Overview, 1.3 Objectives 23	Comments were generally supportive but expressed concerns about the points identified under 'Proposals will not be supported where the applicant:' DG SPD:17, 38, 40, 41	It is considered important to clearly state circumstances where development proposals would not be supported. Most of these points are considered to be appropriate. However, the first point should be amended with reference to characteristics and surroundings.	Change to first bullet point of second set of bullet points under 1.3 Objectives. Amendments in other sections are considered to help address the issues raised here.
1. Overview, 1.4 Status of the Guide to 1.6 Design Principles	Comments sought enhanced reference and acknowledgement of the emphasis placed on good design in national planning policy and guidance and the role of the SPD and its relationship with other planning documents. DG SPD:30, 33, 38,	The content in the document is considered to generally be appropriate – links to NPPF and NPPG are provided so it is not necessary to quote extensively from national policy or guidance, either the support for good design or how the SPD relates to other planning documents.	Several minor amendments made to aid clarity.
2. Context and Local Distinctiveness	Comments raised concerns about several detailed issues in this section including the detail about the development strategy of the emerging Local Plan, the evolution of settlements and the content on traditional architecture. DG SPD:30, 33, 41,	This content in the document is considered to generally be appropriate. Content related to the emerging Local Plan should be revised so that it remains applicable as the Local Plan is finalised, should changes be made from the current draft. Content on architecture supplements that already available in various documents including the Huntingdonshire Landscape and Townscape Assessment SPD and various conservation area character statements. It is considered appropriate that the design guide emphasises survey and analysis of the context for each development proposal.	Several minor amendments made to aid clarity and to more broadly identify the development strategy of the emerging Local Plan.

Main Issue	Summary	Response	Changes
3. Place Making Principles, 3.3 Place Making and Hierarchy of Movement	Concerns were raised about permeability in relation to land ownership and security; the hierarchy of travel modes and use of materials. DG SPD:9, 29, 31, 36	The benefits of achieving good permeability are such that it is promoted in the Design Guide. As it will be one of a number of considerations it is considered that the current content is generally appropriate.	Several minor amendments made to aid clarity.
3. Place Making Principles, 3.3 Place Making and Hierarchy of Movement, Street Types	Comments expressed concerns about the applicability of different street types to development scenarios; whether the street types described existing streets or those to be used in new development; issues with the cross-section diagrams, queries about dimensions and clarification of provision for cycling. DG SPD:9, 30, 31, 36, 38, 40, 41	There is benefit from clarifying the content on street types.	Street types, text and diagrams amended. Several minor amendments made to aid clarity.
3. Place Making Principles, 3.4 Urban Structure and the Development Block	Comments identified concerns about back to back distances, enclosure, consistency, building form, car parking provision and the use of archways DG SPD:19, 20, 21, 22, 24, 25, 26, 30, 38, 40	Distances and measurements are used where considered necessary but generally are a guide only, it is accepted that in certain circumstances it may be appropriate to deviate from stated measurements.	Several minor amendments made to aid clarity.
3. Place Making Principles, 3.5 Parking and Servicing, Garage Design	Content relating to the use of integral garages was raise. Support and some queries were raised about the garage design measurements text and diagram. DG SPD:3, 27, 30, 36, 40	Potential for clarification on this aspect of parking provision is recognised.	Garage design measurements text and diagram amended to aid clarity. See also 'Parking Provision' above.
3. Place Making Principles, 3.5 Parking and Servicing, Cycle Parking	A number of queries were raised in relation to the provision of cycle parking within developments. DG SPD:30, 31, 38, 41	In contrast with car parking provision the overall support for cycling as a sustainable travel mode means that a more supportive/ enabling approach should be taken than with car parking. Therefore this content in the document is considered to generally be appropriate, but some text revision would aid clarity.	Text amended to aid clarity.
3. Place Making Principles, 3.5 Parking and Servicing, Bin Storage and Servicing	Queries were raised concerning residential waste and recycling storage, use of alleyways and ginnels for access. There was support but also some queries about content on HDC Refuse Collection Requirements. DG SPD:27, 36, 41	This content in the document is considered to generally be appropriate. It is considered that the content included in the consultation draft on HDC Refuse Collection Requirements is too detailed and poorly presented. It also overlaps with, and potentially conflicts with, previously adopted guidance. This section should be revised with reference made to the Cambridgeshire and Peterborough RECAP Waste Management Design Guide SPD and the HDC Waste Collection Policies. The contents should be simplified and concentrate on the key points to consider in designing development proposals with regards to waste collection. Potential for further guidance/ detailed specification will be considered.	Content on Bin Storage and Servicing revised.



Main Issue	Summary	Response	Changes
3. Place Making Principles, 3.6 Landscape and Public Realm	The clarity of several detailed points in the landscape and public realm content were questioned, specifically the hierarchy diagram, space for SuDS and flood risk mitigation elements, public art, trees within development, lighting, historic environment, play space design and the role of open/ green space in providing a network for biodiversity. DG SPD:4, 8, 13, 28, 31, 33, 36, 37, 38	This content is considered to generally be appropriate.	Several minor amendments made to aid clarity. See also '3.8 Building Form' below regarding 'Ecology'.
3. Place Making Principles, 3.7 Building Form	Concerns about several key dimensions were raised as well as the examples of 'traditional' building form included. Other points included queries about privacy and defensible space, boundary treatments and building setbacks. There was support for the inclusion of content on the 45 and 25 degree rules. DG SPD:4, 23, 29, 30, 31, 33, 40	This content is considered to generally be appropriate, although some clarification would be beneficial.	Several minor amendments made to aid clarity.
3. Place Making Principles, 3.8 Building Details	A number of concerns were expressed about content on biodiversity, green infrastructure and use of hard surfacing materials, as well as viability and accessibility. DG SPD:4, 8, 12, 13, 33, 35, 38, 40	Much of the document's content is considered to generally be appropriate, although some clarification would be beneficial. Content on Ecology should be moved and revised.	Several minor amendments made to aid clarity. 'Ecology' moved to 3.6 Landscape and Public Realm between 'Play Areas and Playgrounds' and 'Trees'
4. Implementation, 4.2 The Design Process	Pre-application consultation was supported and encouraged with public bodies. Clarity on design codes and masterplanning was urged. DG SPD:14, 31, 36, 37	This content is considered to generally be appropriate. Support for pre-application consultations with other public bodies that provide such facility is beneficial. Content regards design codes and masterplanning is appropriate.	Several minor amendments made to aid clarity.
4. Implementation, 4.3 Development Scenarios	The development scenarios were generally supported, although the completeness of the 'questions to consider' was questioned with regards to heritage/ archaeology, ecology, surface water management and flood risk. Some additional examples were suggested. DG SPD:15, 36, 37, 41	Finding the right balance of completeness with highlighting key issues for the questions in this section was difficult. The questions have been reviewed, amended and add to. There is likely to be some benefit from continuing to identify examples of well designed development in the future on a periodic basis.	Amendments made to questions to be considered

## Appendix 1: Consultees

The consultees that made comments are:

Hannah Albans of Persimmon Homes Ltd
Anthony Baker
Melissa Balk of Bidwells
Raymond Bowers
Rosalynne Carey-Townsend
John Chillcott
Sarah Conboy of Huntingdonshire District Council
Madelaine Crampton of Godmanchester Town Council
James Croucher of Lochailort Investments Ltd
Lois Dale of Houghton and Wyton Parish Council
Jenny Gellatly of Little Paxton Parish Council
Adam Ireland of the Environment Agency
Steven King of Historic England
Andrew Fisher of David Lock Associates for Tim Leathes of Urban and Civic
Graham Moore of Middle Level Commissioners
Stewart Patience of Anglian Water
M Pink of Earith Parish Council
Sue Reynolds of Cambridgeshire County Council
Debbie Steel of Brampton Parish Council
Natural England
Robert Lofthouse of Savills for Gallagher Estates Ltd

**Strategic Environmental Assessment and Habitat Regulations  
Assessment Screening Report:**

**Huntingdonshire Design Guide Supplementary Planning Document  
(SPD)**

**February 2017**

## **1. Introduction**

1.1. This screening report fulfils two functions:

- It is the determination of the need for a Strategic Environmental Assessment (SEA) in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004 and European Directive 2001/42/EC for the proposed Huntingdonshire Design Guide Supplementary Planning Document (SPD).
- It is also intended to determine whether a Habitats Regulations Assessment (HRA) is required in accordance with Article 6(3) of the EU Habitats Directive and regulation 62 of the Conservation of Habitats and Species Regulations 2010 (as amended).

1.2. As set out in [NPPG](#) it is only in exceptional circumstances that a Strategic Environmental Assessment (SEA) will be necessary when producing a Supplementary Planning Document due to the potential for significant environmental effects being limited by the nature of the document providing support for the statutorily produced development plan.

### **The Purpose of Strategic Environment Assessment**

1.3. The purpose of SEA is to secure a high level of protection for the environment and to integrate environmental considerations into the preparation of plans to promote sustainable development. To establish whether a SEA is required a screening assessment is undertaken which considers the SPD against a series of criteria set out in the SEA Directive.

1.4. If the Design Guide could have significant environmental effects it may require a SEA where for example:

- Where natural or heritage assets may be affected by the proposals in the Design Guide
- The Design Guide may have significant effects that have not already been considered through a sustainability appraisal of the Development Plan
- Where the cumulative impact of requirements of the Design Guide when assessed together may give rise to a likely significant environmental effect.

1.5. The formal criteria for assessing the likely significance of effects are set out in Annex II of the SEA Directive, Schedule 1 of the Regulations and are shown in Figure 1 below.

**Figure 1: Criteria for determining likely significance of effects on the environment (from Article 3.5 of the SEA Directive)**

1. The characteristics of neighbourhood plans, having regard, in particular, to
  - the degree to which the plan sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources,
  - the degree to which the plan influences other plans and programmes including those in a hierarchy,
  - the relevance of the plan for the integration of environmental considerations in particular with a view to promoting sustainable development,
  - environmental problems relevant to the plan,
  - the relevance of the plan for the implementation of Community legislation on the environment (e.g. plans and programmes linked to waste-management or waste protection).
2. Characteristics of the effects and of the area likely to be affected, having regard, in particular, to
  - the probability, duration, frequency and reversibility of the effects,
  - the cumulative nature of the effects,
  - the trans boundary nature of the effects,
  - the risks to human health of the environment (e.g. due to accidents),
  - the magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected),
  - the value and vulnerability of the area likely to be affected due to:
    - special natural characteristics or cultural heritage,
    - exceeded environmental quality standards or limit values,
    - intensive land-use,
    - the effects on areas or landscapes which have a recognised national, Community or international protection status.

### **Habitats Regulations Assessment**

- 1.6. A Habitats Regulations Assessment (HRA) may also be required where the requirements of the Design Guide may give rise to significant effects on internationally designated wildlife sites and they have not been considered as part of the assessment of development plans that the SPD supplements. Internationally designated wildlife sites are defined as any site of wildlife interest designated as a Special Protection Area under the Birds Directive (79/409/EEC) or as a Special Area of Conservation designated under the Habitats Directive (92/43/EEC). In addition sites designated under the Ramsar Convention (Iran 1971 as amended 1992) are also considered.
- 1.7. The process to establish whether a HRA is necessary starts with a screening exercise to determine whether any internationally designated sites might be exposed to likely significant effects as a result of implementation of the Design Guide and therefore whether further stages of the HRA process are required.

## 2. The Huntingdonshire Design Guide Supplementary Planning Document

- 2.1. The Huntingdonshire Design Guide Supplementary Planning Document will cover the whole of Huntingdonshire and will supplement policies within the adopted development plan.
- 2.2. The current adopted Development Plan is made up of:
  - The Core Strategy (adopted September 2009), which sets the spatial vision, objectives and strategic directions of growth to 2026
  - The Huntingdon West Area Action Plan, which was adopted in February 2011
  - Saved policies from the Local Plan 1995 and the Local Plan Alteration 2002
  - The 'made' neighbourhood plans for St Neots.
- 2.3. The Council is in the process of producing a district wide Local Plan that will, once adopted, replace all existing development plan documents. It will not supersede the St Neots Neighbourhood plan or any other neighbourhood plans that are 'made' prior to adoption of the Local Plan. However it will take precedence over 'made' neighbourhood plans if there is any conflict between the contents of the plans as the Local Plan will have been adopted most recently.
- 2.4. The SPD is divided into five chapters:
  - **Chapter 1: Overview** – provides background information on the purpose, objectives and status of the SPD once adopted and how the SPD should be used. This chapter also sets out why good design matters
  - **Chapter 2: Context and Local Distinctiveness** – provides an overview of the context of Huntingdonshire in terms of the existing settlement pattern, the future development strategy, the network of strategic connections, the landscape character of the district as well as more detailed information about the nature of public space and the architectural character of the district.
  - **Chapter 3: Place Making Principles** – provides details on important place making principles that should be used to create attractive developments throughout Huntingdonshire. It covers land use and density; place making and hierarchy of movement; urban structure and the development block; parking and servicing; landscape and public realm; building form and building detail.
  - **Chapter 4: Implementation** – sets out a step by step process for the successful design of development proposals. It also sets out a series of development scenarios that show how the place making principles can be brought together. The scenarios include several examples of developments in Huntingdonshire to highlight instances where this has been achieved.
  - **Chapter 5: References and Glossary** – provides details of useful resources and publications that will support the process of drawing up well designed development proposals as well as explaining some of the terms used in the SPD.
- 2.5 The SPD was subject to public consultation from 31 October 2016 until 12 December 2016.

### 3. SEA Screening Assessment

3.1. Table 1 below shows the assessment of whether the Huntingdonshire Design Guide SPD will require a full SEA.

SEA Directive Criteria <sup>3</sup> and Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects (negative and positive)
<b>The characteristics of the Cambridgeshire Flood and Water SPD having regard to:</b>	
<b>(1a) The degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources.</b>	<p>The SPD will not set a new framework for projects, and will not allocate resources. It offers guidance to supplement Local Plan saved policies and the Core Strategy and, once adopted, the Huntingdonshire Local Plan to 2036.</p> <p>The SPD will be a significant piece of design guidance for all new development across the district and will be an important planning aid to assist determination of planning applications and to inform planning consultations.</p>
<b>(1b) the degree to which the plan or programme influences other plans and programmes including those in a hierarchy.</b>	Not applicable. The SPD will be in conformity with national planning policy and guidance, and the adopted development plan. As SPD it is the bottom level of the development plan framework.
<b>(1c) the relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development.</b>	The SPD clarifies and adds detail to the process of ensuring that appropriate mitigation is taken when considering a wide range of environmental impacts arising from development. Sustainable development is an inherent theme that runs through the whole document but more specifically the SPD will promote sustainable development through layout design and design of buildings. It does not provide environment policy in its own right. Overall, it therefore contributes positively to the integration of environmental considerations.
<b>(1d) Environmental problems relevant to the plan or programme.</b>	Although the SPD seeks to address environmental problems, such as flood risk this is provided in the context of promoting and facilitating well design development in support of the planning policies contained within the development plan and is not the only or main source of guidance on such problems.
<b>(1e) The relevance of the plan or programme for the implementation of Community legislation on the environment (for example, plans and programmes linked</b>	Applicable in part. The SPD is relevant in part in that the document seeks to provide advice and guidance on issues including the provision of storage for refuse and recycling, sustainable drainage systems, passive solar gain. It is only likely to have a positive effect and is not the only or main source of guidance on such issues.

SEA Directive Criteria <sup>3</sup> and Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	<b>Summary of significant effects (negative and positive)</b>
to waste management or water protection).	
<b>Characteristics of the effects and of the area likely to be affected, having regard, in particular to:</b>	
<p><b>(2a) the probability, duration, frequency and reversibility of the effects.</b></p> <p><b>(2b) the cumulative nature of the effects.</b></p>	<p>The anticipated effects on the sustainability of future development are expected to be positive and enduring with no negative effects. The SPD will provide detailed guidance to encourage well designed development and best practice in conformity with the development plan policies.</p> <p>The cumulative nature of the effects will be the delivery of well designed development with the aim of creating sustainable communities which will endure.</p>
<b>(2c) the transboundary nature of the effects.</b>	The SPD covers Huntingdonshire. Any trans-boundary effects are likely to be limited to localised areas where development is permitted near the boundary with neighbouring local planning authorities. Any such effects are likely to be positive.
<b>(2d) the risks to human health or the environment (for example, due to accidents).</b>	Although the SPD provides guidance and advice on issues that could represent risks to human health or the environment it seeks to reduce risks and is not the only or main source of guidance on such issues. Risks cannot be ruled out through the construction process of any development.
<b>(2e) the magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected).</b>	The SPD is applicable to Huntingdonshire and would affect a population of approximately 169,500 (Census 2011) and relates to proposed new developments within a geographical area of approximately 910km <sup>2</sup> . Effects are likely to be concentrated in urban areas such as the main towns and large villages (identified as 'Key Service Centres'), although the guidance is applicable to all forms of development and so would be apparent across the whole district.
<p><b>(2f) the value and vulnerability of the area likely to be affected due to—</b></p> <p><b>(i) special natural characteristics or cultural heritage;</b></p> <p><b>(ii) exceeded environmental quality standards</b></p>	There are a range of special natural characteristics in Huntingdonshire including sites of special scientific Interest, county wildlife sites and local nature reserves, and heritage assets, including, scheduled ancient monuments, areas of archaeological significance and listed buildings. These are largely protected, conserved and enhanced by adopted planning policies, national policy and other legislative or consent regimes. The SPD is unlikely to have a significant impact on these areas; however the SPD does include guidance on the relevant sources of guidance or organisations to consult if any of these



SEA Directive Criteria <sup>3</sup> and Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects (negative and positive)
(iii) or limit values; or intensive land-use; and	characteristics might be affected by proposed development. The SPD advocates a clear design process which involves a detailed site appraisal to identify all physical and natural characteristics of the site and its surroundings. It is considered that the SPD will not adversely affect the value and vulnerability of the district. If anything, new development should incrementally improve and enhance the quality and sustainability of the district as a whole.
(2g) the effects on areas or landscapes which have a recognised national, Community or protection status.	There is a range of internationally designated sites in Huntingdonshire including Special Areas of Conservation, Special Protection Areas, Ramsar sites as well as national designations, such as Sites of Special Scientific Interest, and local designations including county wildlife sites and local nature reserves. These are protected, conserved and enhanced by adopted development plan policies as well as national and international legislative and consent regimes for important sites. Development plans have been subject to the Habitat Regulations Assessment screening process and, where necessary, appropriate assessment. The SPD is unlikely to have an impact on these areas; however this is assessed in the next section.

## **4. HRA Screening Assessment**

### **The Need for an Assessment**

- 4.1. The Huntingdonshire Design Guide Supplementary Planning Document (SPD) has been produced to provide guidance on the design of new development across Huntingdonshire.
- 4.2. The Habitats Directive 92/43/EEC and Habitats Regulations 1994 require a screening assessment to be carried out for the SPD in order to determine any likely significant effects that it might have on the integrity of internationally designated nature conservation sites. These are designated as Special Areas of Conservation (SACs), Special Protection Areas (SPAs) or Ramsar sites. The sites in Huntingdonshire are set out in Appendix A.
- 4.3. Advice from Natural England, following comments on a draft of the document, has been used to inform this assessment.

### **Baseline Data Gathering**

- 4.4. Information on the sites and features of the SACs, SPAs and Ramsar sites was taken from the screening reports produced for the Habitats Regulation Assessment of the emerging Huntingdonshire Local Plan to 2036. The Local Plan was originally assessed in a screening report produced in 2013. A second screening report was produced in draft in January 2017 to ensure that changes to the draft plan were assessed. The second report is currently being considered by Natural England.
- 4.5. A variety of plans and programmes have been reviewed for the 'in combination' part of the assessment. These relate to plans produced at the county level as well as local plans and supporting documents. Details of the plans and programmes considered can be found in Appendix B.

### **Predicting and assessing effects on a European Site**

- 4.6. When carrying out the assessment the following issues were considered:
  - Scope of the guidance included in the SPD;
  - Character of requirements set out in the SPD that could have environmental effects;
  - Sensitivities associated with the European Sites;
  - Whether or not there are sufficient safeguards for European sites;
  - The likely effects of requirements set out in the SPD on the integrity of European sites;
  - The likelihood that further HRA (and associated Appropriate Assessment) would be necessary at the planning application stage.

### **Scope of the guidance included in the SPD**

- 4.7. The SPD aims to provide advice to support policies in the adopted development plan for Huntingdonshire. It provides advice and guidance only and is in conformity with current national and local planning policy. It does not include any policies or site allocations.

4.8. The SPD provides guidance and advice on a range of environmental, social and economic issues related to several different environmental issues within the wider aims of promoting well designed development. It aims to assist in determining planning applications, inform planning consultations and to help interpret national policy and guidance and relevant local planning policies. More detail on the SPD is contained above in section 2.

### **Sensitivities associated with the European Sites**

4.8. Seven impact pathways could give rise to significant effects on internationally designated sites:

- Development on or adjacent to the site destroying part or all of the site, or changing the ecological functioning of the site (eg disrupting water flows or migration routes);
- Increased public recreation, causing disturbance to birds, damage to vegetation, increased littering/ fly tipping or leading to management compromises (e.g. grazing being restricted);
- Air pollution, air-borne pollutants;
- Human induced changes in hydraulic conditions (this option was chosen because it includes both drought and flooding);
- Invasive non-native species;
- Pollution to groundwater (point sources and diffuse sources); and
- Reduction in water quality, from increased discharges of sewage and surface water drainage, or from pollution incidents, either during or after construction.

4.9. The impact pathways need to be considered when looking at how requirements of the SPD may affect internationally designated sites. The SPD highlights some issues in connection with these pathways and requires developers to consider such issues when drawing up development proposal. However, the SPD provides guidance within the context of the range of national policies and legislation and supplementing development plan policies and other local documents that provide more detailed guidance and have specific requirements in relation to environmental effects.

### **Whether or not there are sufficient safeguards for European sites**

4.10. It is understood that effects to biodiversity could take place during the construction of particular elements of development such as SuDS that are identified in the SPD. Cumulative effects may also impact on biodiversity across a wide area arising from other development/ activities and the requirements of other plans and programmes.

4.12. However, the SPD recognises the biodiversity benefits that well designed development can have; the SPD includes detailed content on ecology that reinforces national and local policy.

4.13. The current development plan for Huntingdonshire is made up of a number of documents produced over a considerable period of time. The saved policies of the Huntingdonshire Local Plan 1995 and Alteration 2002 date from before the current arrangements for screening were put in place. The Core Strategy was adopted in 2009. It was subject to

screening and full appropriate assessment. The assessment made recommendations that were taken into account in the adopted Core Strategy.

- 4.14. As indicated above the emerging Local Plan has been subject to screening. The reports produced indicate that full appropriate assessment will be needed for the Local Plan. The assessment of the Local Plan will consider the potential impact of draft policies and will recommend changes to safeguard against significant impacts. Once the Local Plan is adopted the SPD will support policies within the Local Plan. It is therefore considered that there are sufficient safeguards in place.

**The likelihood that further HRA would be necessary at the planning application stage.**

- 4.15. In order to ascertain that development proposals addressing environmental issues such as flood risk or water management will not have an adverse effect on the integrity of an internationally designated site a Habitats Regulations Assessment may need to be carried out for individual proposals as they come forward.

**Findings of assessment and conclusions**

- 4.16. The assessment has indicated that the SPD, in isolation, is not likely to affect the integrity of internationally designated sites. Although the SPD contains advice and guidance in connection with a range of environmental issues that should be considered as part of the process of producing well designed developments none of this advice or guidance provides the sole requirements in relation to any environmental issue where an adverse effect might arise.
- 4.17. In combination with the Strategic Environmental Assessment (SEA) of the Design Guide and the requirements for SEA and Habitats Regulations screening for development plan and other plans and programmes as well as the potential for individual development proposal to be assessed it is considered that there are adequate safeguards in place for internationally designated sites.

## **5. Conclusions**

- 5.1. This report contains the assessments of the need for the Huntingdonshire Design Guide Supplementary Planning Document (SPD) to be subject to Strategic Environmental Assessment as required by the SEA Directive (2001/42/EC) and Habitats Regulations Screening Assessment as required by the Habitats Directive (92/43/EEC).
- 5.2. The assessment for both of these has been undertaken based on the policies and proposals set out in the final draft version of the SPD and within the strategic framework established in the adopted development plan, specifically the Core Strategy (2009) as well as the emerging Huntingdonshire Local Plan to 2036.
- 5.3. In relation to the requirement for Strategic Environmental Assessment to be undertaken, the assessment set out in section 3 concludes that as the SPD will not have significant effects on the environment. Therefore, a full assessment is not required.
- 5.4. In relation to the requirement for Habitats Regulations Assessment to be undertaken, the screening assessment set out in section 4 concludes that the SPD will not have an adverse effect on the integrity of any internationally designated sites either on its own or in combination with any other plans. Therefore, an appropriate assessment is not required.

## Appendix A: Internationally Designated Sites

Three European sites are within or partly within Huntingdonshire and a further 5 are within 15km. Additionally The Wash is linked by waterways downstream:

Special Areas of Conservation (SACs)	Special Protection Areas (SPAs)	Ramsar Sites
Portholme		
Fenland		Woodwalton Fen
Ouse Washes	Ouse Washes	Ouse Washes
Orton Pits		
Nene Washes	Nene Washes	Nene Washes
Eversden and Wimpole Woods		
Barnack Hills and Holes		
	The Wash	The Wash

**Portholme SAC** is within Huntingdonshire, close to the town of Huntingdon. It is designated as a SAC for its lowland hay meadows. It is the largest surviving traditionally-managed meadow in the UK, with 91ha of alluvial flood meadow (7% of the total UK resource). There has been a long history of favourable management and very little of the site has suffered from agricultural improvement, and so it demonstrates good conservation of structure and function. It supports a small population of fritillary *Fritillaria meleagris*.

**Ouse Washes SAC/ SPA/ Ramsar.** The SAC was designated for its spined loach *Cobitis taenia* populations within the River Ouse catchment. The Counter Drain, with its clear water and abundant macrophytes, is particularly important, and a healthy population of spined loach is known to occur. The SAC only covers the Counter Drain and not adjacent land designated as SPA and Ramsar. The SPA is a functional washland, with extensive winter flooding and traditional forms of agricultural management, including grazing and mowing of permanent grassland and rotational ditch clearance. It supports a great number of breeding and wintering wetland birds. The Ramsar site supports nationally and internationally important numbers of wintering waterfowl and nationally important numbers of breeding waterfowl. It is also of note for the large area of unimproved neutral grassland communities which it holds, and for the richness of the aquatic flora within the associated watercourses.

**Fenland SAC** falls partly within Huntingdonshire continuing to the north east. The SAC and Ramsar site is made up of three component Sites of Special Scientific Interest, which are Woodwalton Fen SSSI, Chippenham Fen SSSI and Wicken Fen SSSI. The part of Fenland SAC within Huntingdonshire is Woodwalton Fen SSSI. Fenland SAC contains one of the most extensive examples of the tall herb-rich East Anglian fen-meadow. All parts of the SAC hold large areas of calcareous fens, with a long and well-documented history of regular management.

**Woodwalton Fen Ramsar site** occupies a similar area to Woodwalton Fen SSSI. The site is within an area that is one of the remaining parts of East Anglia which has not been drained.

The fen is near natural and has developed where peat-digging took place in the 19th century. The site has several types of open fen and swamp communities. The site supports fen violet *Viola persicifolia* and fen wood-rush *Luzula pallidula* and a large number of wetland invertebrates including 20 British Red Data Book species. Aquatic beetles, flies and moths are particularly well represented.

**Orton Pits SAC** are lakes that filled old brick clay workings near Peterborough. The Qualifying Features for this SAC are: the Annex I habitat 3140 Hard oligo-mesotrophic waters and benthic vegetation of Char ssp.; Calcium -rich nutrient poor lakes, lochs and pools; and the Great Crested Newt *Triturus cristatus*. Like any lakes of this type they will be vulnerable to any pollution but they are isolated from watercourses stemming from Huntingdonshire. There is very little public access.

**Nene Washes SAC/ SPA/ Ramsar site.** The Qualifying Feature for the SAC is the Spined Loach. The Qualifying Features for the SPA are a suite of wetland bird species. The Nene Washes are just to the north of Huntingdonshire. Some of the streams and waterways of Huntingdonshire flow into the Nene via the Middle Level.

**Eversden and Wimpole Woods SAC** is in South Cambridgeshire to the southeast of St Neots. This site has been designated as a SAC due to the presence of a colony of Barbastelle bats *Barbastella barbastellus*. The woods comprise a mixture of ancient coppice woodland in the Eversden woods and high forest woods likely to be of more recent origin in the Wimpole Woods. The bat colony is present at Wimpole Woods, where the trees are used as a summer maternity roost. Most of the roost sites are within tree crevices. The bats also use the site as a foraging area and some of the woodland is used as a flight path when bats forage outside the site. The Barbastelle bat is one of the UK's rarest mammals. There is public access to the woods.

**Barnack Hills and Holes SAC** is an area of grassland on old quarry workings immediately adjacent to the village of Barnack, north of Peterborough. The Qualifying Feature for the is the Annex I habitat 6210 Semi-natural dry grasslands and scrubland facies: on calcareous substrates *Festuco-Brometalia* (important orchid sites). Barnack has the largest population of the *Orchis anthropophora* (L.) All. (Man Orchid) in the UK. The proximity of the site to the village makes it vulnerable to visitor pressures and possibly airborne pollutants.

**The Wash SPA/ Ramsar site** is considered because, although it is more than 15km from Huntingdonshire, it is downstream of the district for both the River Great Ouse and the River Nene. The channels and mud/ sandbanks between them shift over time and this is partly related to the volume of water coming down the rivers. These flows are predominantly linked to the weather but the impacts of urban areas on flows can be noticeable.

## Appendix B

### Relevant planning policy documents for consideration of combined effects

Relevant Plan	Brief overview and outline of policy	Comments
Cambridgeshire County Council		
Cambridgeshire and Peterborough Minerals and Waste Core Strategy, adopted July 2011.	The Minerals and Waste Local Plan aims to provide a sustainable strategy and policy framework for mineral extraction and waste management by seeking to reduce landfill, and place greater emphasis on recycling and recovery from waste.	The SPD does not specifically support this plan. The SPD will provide additional guidance for minerals and waste development proposals but this is considered to be very limited. As such it is not likely to cause any significant effects in combination.
Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Plan, adopted February 2012	The Plan sets out site specific allocations for minerals and waste development and supporting site specific policies to support the strategic vision set out in the Core Strategy.	The SPD does not specifically support this plan. The SPD will provide additional guidance for minerals and waste development proposals but this is considered to be very limited. As such it is not likely to cause any significant effects in combination.
Location and Design of Waste Management Facilities SPD, adopted July 2011.	This SPD was prepared to assist in the delivery of high quality sustainable waste management facilities. The document sets out a series of key development principles based on recognised good planning and design practice.	The SPD will provide additional guidance for minerals and waste development proposals but this is considered to be limited. As such it is not likely to cause any significant effects in combination.
RECAP Waste Management Design Guide SPD, adopted February 2012.	This SPD was produced to support the process of supporting the design policy requirements set out within the Core Strategy.	The SPD does not specifically support this plan, but does refer to it. The SPD will provide the wider design context for waste management but the detailed requirements are contained in the county wide SPD. As such it is not likely to cause any



Relevant Plan	Brief overview and outline of policy	Comments
		significant effects in combination.
<b>Huntingdonshire District Council</b>		
Huntingdonshire Core Strategy, adopted September 2009	Policies seek to conserve scenic beauty, natural resources and the quality of the built environment from inappropriate development. Designated sites (wildlife and heritage) and landscapes are given protection from development. It also aims to promote environmental protection and enhancement, (public open space, wildlife, historic environment, groundwater and surface waters).	The SPD supports this plan. The plan was subject to full appropriate assessment. As such it is not likely to cause any significant effects in combination.
Saved Policies of the Huntingdonshire Local Plan, adopted December 1995 and the Huntingdonshire Local Plan Alteration, adopted December 2002	Saved policies of the Local Plan 1995 address a wide range of development management issues that include a number of environmental issues. Saved policies of the Local Plan Alteration 2002 provide for the development of sites for housing.	The SPD supports these saved policies. The plans were produced before the introduction of the current appropriate assessment regime. The saved policies were produced many years ago before current national planning policy but remain broadly in conformity. The application of the saved policies is informed by national policy and legislation. As such it is not likely to cause any significant effects in combination.
Huntingdonshire Wind Energy Developments SPD, adopted June 2014	The SPD was produced to help with the process of determining planning applications for wind turbines development.	As such it is not likely to cause any significant effects in combination.
Huntingdonshire Developer Contributions SPD, adopted December 2011	This SPD was produced to support the process of setting out how infrastructure requirements will be sought through planning obligations (currently CIL and Section 106s).	As such it is not likely to cause any significant effects in combination.

<b>Relevant Plan</b>	<b>Brief overview and outline of policy</b>	<b>Comments</b>
Huntingdonshire Landscape and Townscape Assessment SPD, adopted June 2007	This SPD provides policy guidance on undertaking landscape and townscape assessments.	As such it is not likely to cause any significant effects in combination.
<b>Other plans and programmes</b>		
Cambridgeshire and Peterborough Local Biodiversity Action Plans	This is made up of a number of Biodiversity Action Plans relating to Habitats and Species. They contain objectives for improving the sustainability of priority habitats and species in farmland, grassland, wetlands, woodlands, and cities, towns and villages and contain broad targets for creating or expanding new habitat.	There are likely to be some positive beneficial effects in combination.
Cambridgeshire Green Infrastructure Strategy, adopted 2011	The provision of Green Infrastructure is identified as a key priority for the successful implementation of sustainable growth.	There are likely to be some positive beneficial effects in combination.

## **Appendix C: Consultation Responses**

Responses to consultation on the draft SPD included responses from the three statutory bodies of Natural England, Heritage England and the Environment Agency. Only the comments from Natural England identified the requirements for screening whether Strategic Environment Assessment (SEA) and Habitats Regulations Assessment (HRA) would be required. The comments did not indicate that Natural England were of the opinion that either full SEA or full HRA would be required based on the draft SPD. The final draft has been amended following consultation. However, the amendments are considered to be minor in nature and do not affect either the likelihood of significant environmental effects or to materially change impacts on internationally designated sites.

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**CURRENT ACTIVITIES OF THE COMMUNITIES AND ENVIRONMENT AND PERFORMANCE AND CUSTOMERS PANELS**

STUDY	OBJECTIVES	PANEL	STATUS
Huntingdonshire CCTV Network	Examine the utilisation of CCTV and identify whether they are value for money.	Communities and Environment	<p>At the request of the Executive Leader, Members agreed to examine the utilisation of CCTV in the market towns by Cambridgeshire Constabulary.</p> <p>The Panel discussed the scoping document at their meeting in January 2017. Councillors T D Alban, Mrs A Donaldson, D A Giles, P Kadewere and Mrs J Tavener have been appointed to the group.</p> <p>The first meeting took take place in February 2017. Huntingdonshire Business Against Crime was in attendance to provide the group with evidence.</p> <p>The second meeting will take place on 16th March 2017. Inspector Angel of Cambridgeshire Constabulary will be in attendance.</p>
Future of Hinchingsbrooke Country Park, Paxton Pits, Godmanchester Nursery and Public Rights of Way	To be confirmed.	Communities and Environment	<p>Members agreed at the Scrutiny Work Programming Session in September 2016 that this topic requires further scrutiny. The Panel, at its meeting in October 2016, decided to include the item on to its work programme.</p> <p>The Panel received an exempt report at its meeting in November 2016 on the contractual arrangements and potential improvement programme of Hinchingsbrooke Country Park.</p> <p>The Cambridgeshire County Council Officer responsible for the Public Rights of Way is due to give a presentation at the Panel meeting in March 2017.</p>
Community Resilience Plan including relationships with Parish and Town Councils and the County Council	To examine how the Community Resilience Plan will affect the Council's relationships with the wider community.	Communities and Environment	Members decided that before establishing a task and finish group, the Executive Councillor responsible for the topic should attend a future Panel meeting and explain what work has been done so far.

STUDY	OBJECTIVES	PANEL	STATUS
Shared Services Strategy	To be decided.	Performance and Customers	<p>Members agreed at the Scrutiny Work Programming Session on 20th September that this area requires scrutinising.</p> <p>The Panel have invited the Executive Councillor responsible for the topic to attend a future Panel meeting and explain what work has been done so far.</p>
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	<p>Following the budget scrutiny exercise during the last Municipal Year, the County Council have decided to carry out a budget scrutiny exercise for 2017/18.</p> <p>Representatives from the County Council were in attendance at the Panel meeting in December 2016 to present the County Council Budget for 2017-22. A response to the budget proposals has been sent to the County Council.</p>
Use of Council Assets	To be decided.	Performance and Customers	Members agreed at the Scrutiny Work Programming Session on 20th September that this area requires scrutinising. The Panel will decide at its meeting on 2nd November whether to accept the item onto the work programme and how to proceed.
Corporate Plan	To review the Performance Indicators and Key Actions of the Corporate Plan.	Performance and Customers	At the Panel meeting in February, Members are to establish a task and finish group reviewing elements of the Corporate Plan. The Panel have appointed Councillors M F Shellens, R G Tuplin, D M Tysoe and R J West to the task and finish group. The group met on 27th February 2017.
Taxi and Hackney Carriages Policies	To be decided.	Performance and Customers	Members agreed at the Scrutiny Work Programming Session on 20th September that this area requires scrutinising. The Panel will decide at its meeting on 2nd November whether to accept the item onto the work programme and how to proceed.
Social Value In Procurement	To be decided.	Performance and Customers	The Panel agreed that a task and finish group should be established to investigate social value in procurement.

Panel Date	Decision	Action	Response	Date
<p><b>07/07/16</b></p> <p><b>06/10/16</b></p> <p><b>08/12/16</b></p> <p><b>08/12/16</b></p> <p><b>02/02/17</b></p>	<p><b><u>Town Centres/High Street Viability</u></b></p> <p>Following a suggestion from a Member it was decided that Town Centres/High Street Viability should be scrutinised in order to help shape future policies for town centre uses.</p> <p>Members have agreed to accept the topic on to the work programme and invite the relevant Executive Councillors to future meetings of the Panel to update Members on their work.</p> <p>The Panel received the Review of Street Markets (Huntingdon and St Ives).</p> <p>The Executive Councillor for Strategic Resources was in attendance to discuss the Council's Commercial Investment Strategy.</p> <p>The BID Huntingdon were in attendance to explain the work it has carried out and the BID renewal ballot. In addition, Members considered a report on the delegation of powers to cast HDC's votes in the BID renewal ballot.</p>	<p>Working to include the investigation of the following areas: Marketing, Car Parks, Licensing, Property Portfolio and BID Huntingdon.</p>	<p>Some strands of this topic are being dealt with by separate work streams. The topic will remain on the work programme as a separate entity.</p>	
<p><b>06/10/16</b></p>	<p><b><u>Car Parking Strategy</u></b></p> <p>The Panel received the Review of Fees and Charges – Car Parks report. Members decided that a task and finish group should be established to review all the options for car park fees.</p>			

Panel Date	Decision	Action	Response	Date
03/11/16	The Panel discussed the Car Parking Strategy Task and Finish Group following Cabinet's agreement to the establishment of the group.	The Panel appointed Councillors D B Dew, R Fuller, I D Gardener and T D Sanderson to the group.	A project proposal and terms of reference have been drafted. The Portfolio Holder is reviewing them before sharing them with Overview and Scrutiny Members.	06/04/2017
06/10/16	<p><b><u>Local Plan To 2036</u></b></p> <p>Members agreed to keep the Local Plan to 2036 on the work programme. A task and finish group has not be established however the Panel have agreed that the Chairman should become the Panel expert on the topic.</p>			
08/12/16	The Panel received and discussed the Local Plan and Infrastructure Planning Update.		The Panel is to receive an update on the Local Plan and Infrastructure Planning at its meeting in April 2017.	06/04/2017
06/10/16	<p><b><u>Devolution</u></b></p> <p>Members agreed to keep Devolution on the work programme however before appointing a Panel expert, Members would like to invite the relevant Executive Councillor responsible to a future Panel meeting to update the Panel on what work has been done so far.</p>			
03/11/16	The Panel received an update on Devolution from the Executive Leader.			



Panel Date	Decision	Action	Response	Date
06/10/16  03/11/16  05/01/17	<p><b><u>Housing Working Group</u></b></p> <p>Members agreed that a Housing Working Group (formally known as the Affordable Housing Working Group and the Registered Social Providers Working Group) should be resurrected to review housing policy as and when required.</p>			
	<p>The Panel decided to reconstitute the Housing Working Group with Councillors D B Dew, R Fuller and T D Sanderson appointed to the group.</p>		Officers are working on a scoping document for consultation with the Panel.	<b>To be decided.</b>
	<p>Councillor R Fuller has been appointed to the Cabinet and therefore can no longer be a Member of the Working Group. The Panel will have to appoint a replacement.</p>		The Panel are expecting the Housing Strategy at its meeting in June 2017.	<b>08/06/2017</b>
Quarterly	<p><b><u>Reports Due/Regular Items</u></b></p> <p><b>Representatives on External Organisations</b> Selected Members represent the Council on various External Organisations.</p> <p><b>Huntingdonshire Design Guide</b></p> <p><b>Marketing Strategy Work Programme</b> The Panel have requested annual updates on the work programme.</p>	<p>The Panel received an update report at its meeting in November 2016.</p> <p>SPD to be complete this year.</p> <p>The Panel is to receive annual updates on the marketing strategy work programme.</p>	<p>Next report is due at the Panel meeting in July 2017.</p> <p>SPD to be complete this year.</p> <p>Report was presented in July 2016.</p>	<p><b>06/07/2017</b></p> <p><b>09/03/2017</b></p> <p><b>06/07/2017</b></p>

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