

**HUNTINGDONSHIRE DISTRICT COUNCIL**

**Title/Subject Matter:** Huntingdonshire Strategic Partnership – Growth and Infrastructure Thematic Group Annual Report

**Meeting/Date:** Overview and Scrutiny Panel (Environmental Wellbeing)  
4<sup>th</sup> February 2015

**Executive Portfolio:** Strategic Planning and Housing Strategy

**Report by:** Paul Bland, Planning Service Manager (Policy)

**Ward(s) affected:** All

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**Executive Summary:**

The purpose of this report is to provide an annual update on the work of the Huntingdonshire Strategic Partnership – Growth and Infrastructure Thematic Group. The Group's role is to support and co-ordinate, as appropriate, the strategic growth and infrastructure development for Huntingdonshire and to act as Project Board for the delivery of the Infrastructure needs for the District to match projected growth as outlined in the Core Strategy / emerging Local Plan.

**Recommendation(s):**

It is recommended that the report be noted.

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## **1. WHAT IS THIS REPORT ABOUT / PURPOSE?**

- 1.1 The purpose of this report is to provide an update on the work of the Huntingdonshire Strategic Partnership – Growth and Infrastructure Thematic Group during the last calendar year, as requested by the Panel. The Group's current role is to support and co-ordinate, as appropriate, the strategic growth and infrastructure development for Huntingdonshire and to act as Project Board for the delivery of the Infrastructure needs for the District prioritised through the Infrastructure Business Plan (IBP) to match projected growth as outlined in the Core Strategy / emerging Local Plan, considering available funding streams, including the Community Infrastructure Levy (CIL) and S106.

## **2. WHY IS THIS REPORT NECESSARY / BACKGROUND**

- 2.1 This report has been requested as part of the Panel's ongoing programme of scrutinising work areas within its remit.

## **3. THE ROLE OF THE HUNTINGDONSHIRE STRATEGIC PARTNERSHIP GROWTH AND INFRASTRUCTURE THEMATIC GROUP**

- 3.1 The role of the Group is important as it provides a formal interface and discussion forum for all of the main physical infrastructure providers that have responsibilities within the District, including senior elected Members from the District Council and County Council. The Group makes informed recommendations on the prioritisation, in the short and medium term, and potential funding opportunities for capital projects. It also acts as a conduit for the expenditure of CIL receipts. All recommendations require full approval by Cabinet.
- 3.2 The membership of the Group, which includes key infrastructure providers, was reported at the last annual update. The group cannot include all infrastructure providers but others are involved in infrastructure planning process, which supports the draft Local Plan.
- 3.3 Following the last update, a representative of Town and Parish Councils was requested via Cambridgeshire and Peterborough Association of Local Councils (CAPALC). The nominated and elected representative was Paul McCloskey of Somersham Parish Council. The CAPALC engagement will be a valuable addition to the group and aide the Towns and Parishes in their considerations of how they spend their 'meaningful proportion'.
- 3.4 In April 2013, the Community Infrastructure Levy Regulations 2010 were further amended. This introduced a requirement to pass a proportion of the CIL receipts from development within a parish to the parish council for that area – this is commonly referred to as the 'meaningful proportion'. The amount to be passed on is:
- 15% of receipts where a neighbourhood development plan is not in place, with the level capped to a maximum of £100 per dwelling (adjusted by indexation) in the area per financial year
  - 25% of receipts where a neighbourhood development plan is in place
- 3.5 At present there are no adopted neighbourhood development plans in Huntingdonshire. However, there are four currently underway as shown in the following table.

Town / Parish Council	Current Status of Neighbourhood Plan
Brampton	Area designated but not indication that plan will proceed at present.
Godmanchester	Consulting on designation of neighbourhood area
Houghton & Wyton	Proceeding to submission version
St Neots	At examination now.

3.6 The Group has led or influenced and supported the delivery of a range of strategic matters over the last year including:

- Infrastructure Planning to 2036
- Draft Local Plan and viability
- Cambridgeshire Long Term Transport Strategy
- A14 update
- Strategic Economic Plan (SEP) – Round 2 Bids
- Alconbury Weald strategic site
- Peterborough City Council Community Infrastructure Levy Draft Charging Schedule

3.7 The main areas of work over the last year have been in relation to the draft Local Plan and Infrastructure Planning to 2036. Due to the timetable of this work, the development of the next Infrastructure Business Plan, which comprehensively identifies, analyses, and prioritises the key infrastructure projects that need to be considered for delivery across the District in the period up to 2036, has been programmed to tie in with the draft Local Plan to 2036. The document is now due for consideration by Cabinet at their June meeting.

3.8 The link of this work to the Group’s current Terms of Reference is detailed below in Table 1.

<b>Table 1: Huntingdonshire Strategic Partnership – Growth and Infrastructure Thematic Group – Terms of Reference, Actions and Comments</b>	
<b>Terms of Reference</b>	<b>Actions / Comments</b>
<p>To support and co-ordinate, as appropriate, the strategic growth and infrastructure development for Huntingdonshire, through the delivery of actions relating to key plans including the:</p> <ul style="list-style-type: none"> <li>• Core Strategy/ emerging Local Plan and associated planning documents and briefs</li> <li>• Local Transport Plan and associated strategies</li> <li>• Housing Strategy</li> <li>• Local Economy Strategy</li> <li>• Environment Strategy</li> <li>• LEP Strategy</li> </ul>	<p>As noted above, members of the Group have been involved in the preparation and co-ordination of a range of key plans supporting economic growth and infrastructure delivery.</p>
<p>To act as Project Board for the delivery of the Infrastructure needs for the District to match projected growth as outlined in the Core Strategy / emerging Local Plan</p>	<p>As development projects and particularly strategic planning applications have arisen, the Group has supported the identification of key infrastructure projects that need to be developed and resourced</p>

	<p>in a co-ordinated manner.</p> <p>The Alconbury Weald application has been a complex, strategic site that has been carefully considered over the last year. The application has now been approved following a viability assessment and S106 negotiation, including a review mechanism, to capture infrastructure delivery needs.</p> <p>The SEP 2 bids have been considered by the group.</p>
To develop an Infrastructure Business Plan	<p>The Group co-ordinates the production of the Infrastructure Business Plan, which is led by HDC Planning Services. By working in partnership, the group is able to ensure a collaborative approach to this work considering the needs of Huntingdonshire in conjunction with the wider Greater Cambridge Greater Peterborough area.</p> <p>Work on developing the next Business Plan to act as a funding delivery plan has commenced to tie in with the draft Local Plan to 2036.</p>
To assess / review infrastructure priorities for the spending of Community Infrastructure Levy and other available funding through an agreed process	<p>As noted in the Infrastructure Business Plan 2013/14, Community Infrastructure Levy was approved for spend on the Huntingdon West Link Road.</p>
To ensure the co-ordination and delivery of the growth and infrastructure elements of the Huntingdonshire Sustainable Community Strategy	<p>This is achieved by the on-going elements highlighted in this report.</p>
To co-ordinate and deliver other work required by the LSP	<p>No other work is currently required of this Group by the Huntingdonshire Strategic Partnership.</p>
To ensure stakeholders have engaged in the process of strategy development and implementation on growth and infrastructure related issues	<p>The Infrastructure Planning to support the draft Local Plan to 2036 has involved extensive engagement of stakeholders as has, and will continue to do so, the Infrastructure Business Plan. By working as a partnership, a proactive approach can be taken to this work setting agreed timeframes and considering the wider strategy rather than individual service areas in isolation.</p> <p>Work on these strategic matters is presented to HDC's Cabinet at appropriate times and Overview &amp; Scrutiny.</p>
To disseminate good practice	<p>As a partnership based Group, good practice is disseminated between the organisations involved by offering and holding forums / meetings as appropriate.</p>

	Further details are shared with other partnership groups as and when requested and necessary, including those from adjoining authorities and nationally with the Department for Communities & Local Government.
To anticipate and co-ordinate the implementation of new legislation	The Group's members are able to respond and think through practical ways of implementing new legislation. There have been many changes to the Community Infrastructure Levy regulations and the Group has helped to identify ways of ensuring these are understood and co-ordinated effectively. There have also been changes with regards dealing with S106 legal agreements and renegotiation.
To provide the LSP with performance management information	This has previously been done as and when required by the Huntingdonshire Strategic Partnership Board.
To support the LSP in development of the Sustainable Community Strategy	This has been done previously but this is no longer being implemented by the Huntingdonshire Strategic Partnership.
To ensure smooth working between agencies and other Sustainable Community Strategy thematic groups	This is done through representation as required at meetings and events organised by other thematic groups.

#### 4. LINK TO THE CORPORATE PLAN

4.1 The work of the Group contributes to the Corporate Plan, as set out in Table 3:

<b>Table 3: Huntingdonshire District Council – Corporate Plan 2014-16</b>	
<b>Vision</b>	
We want to continue to improve the quality of life for the people of Huntingdonshire and work towards sustainable economic growth whilst providing value for money services.	
<b>Strategic Themes</b>	<b>Key Actions / Comments</b>
A strong local economy	The Group helps to remove infrastructure barriers to growth. This has been done by leading the delivery of infrastructure planning and prioritisation of delivery. The membership of the group including the Highways Agency has ensured involvement with regards the A14 project along with supporting the development of the Cambridgeshire Long Term Transport Strategy. The Local Economic Partnership (LEP) is a key member of the group ensuring links between all partners work.
Enabling sustainable growth	The Group identifies the key infrastructure projects that will be required to enable the delivery of sustainable development and growth delivering any necessary market and affordable housing. The Group partners have a key role to

	play in identifying infrastructure, funding requirements and delivery timeframes to support the delivery of development sites, especially large strategic sites. By working as a partnership, a proactive approach can be taken to this work setting agreed timeframes and considering the wider strategy rather than individual service areas in isolation.
Working with our communities	The Group assists in the identification and provision of accessible social infrastructure requirements, including green infrastructure, on or near new developments helping to improve health and well-being of new and existing communities.  The Group will be engaged in the Neighbourhood Planning process as appropriate.
Ensuring we are a customer focused and service led council	The Group has extended its membership to include representation from local councils (Town and Parish Councils).

## 5. LEGAL ISSUES

- 5.1 The legislation requires that a CIL Annual Report is published by 31 December of the year following each financial year. The CIL Annual Report 2013/14 is attached for information at Appendix 1.

## 6. RESOURCE IMPLICATIONS

- 6.1 Much of the work undertaken by the Group is a statutory requirement. Whilst officer time would need to be spent on it anyway, bringing partners together to discuss and agree collectively strategic infrastructure and delivery issues is a lean approach to the work and aides the difficult decision making process in a timely manner. The Group is primarily resourced by Planning Services staff, with the Planning Service Manager (Policy) and the Implementation Team Leader taking a lead role helping to fulfil the statutory requirement with regards infrastructure planning, infrastructure programme management and the negotiation, collection and operation of planning obligations and CIL. Group meetings have been organised up to now by Democratic Services.
- 6.2 Since the implementation of CIL on 1<sup>st</sup> May 2012, the following liability notices (detailing what will have to be paid if the development commences) and demand notices (invoicing for payment once a development has commenced) have been raised:

Liability Notices raised	250 +	£ 7,068,528
Demand Notices raised	60	£ 1,600,704

- 6.3 The Community Infrastructure Levy Regulations 2010 (as amended) have had a series of amendment regulations applied over the last few years. The result of this is that the likely levy receipts will be less due to the number of exemptions and reliefs now available. CIL is still in its early development and so, in light of

this, and the numerous legislative changes, it is difficult to ascertain any key trends with regards its implementation.

6.4 The following table highlights the reliefs and exemptions authorised:

Self-build exemption	40	£ 593,572
Residential extension exemption	12	£ 195,695
Residential annex exemption	3	£ 32,185
Social housing relief	2	£ 21,234
Charitable relief	2	£ 135,034

6.5 Please note any exemption or relief is accounted for before a demand notice has been issued and so the figure noted above regarding demand notices raised has already taken any relief into account.

6.6 Up to 30<sup>th</sup> September 2014, when the last transfer of CIL 'meaningful proportion' payments was required, a total of £72,176.97 has been passed to local Town and Parish Councils. The local councils who have received levy payments are:

<b>Town/Parish Council</b>	<b>Amount Received to 30/09/14</b>
Brampton	6,951.93
Buckden	3,630.15
Earith	4,131.00
Hemingford Abbots	2,732.76
Hemingford Grey	3,382.87
Huntingdon	3,619.37
Kimbolton	1,909.54
Ramsey	872.40
Somersham	797.00
St Ives	15,924.69
St Neots	26,241.26
Stilton	1,818.25
Warboys	165.75

6.7 The local Town and Parish Councils are able to spend their CIL receipts to support the development of their local council area, or any part of that area, by funding the provision, improvement, replacement, operation or maintenance of infrastructure or by funding anything else that is concerned with addressing the demands that development places on an area. The local Town and Parish Councils are also each required to produce an annual report for any financial year in which they receive CIL receipts. The first such payment transfers were made by the District Council early in the current April 2014 – March 2015 financial year. As such, a report will not be required until later this year and no later than 31 December 2015.

6.8 It should be noted that the alternative to CIL would be that the authority reverted to applying obligations via S106 legal agreements only. However, the changes in legislation regarding S106 would make this very difficult with obligations needing to be very project specific with limited pooling permitted. The legislation on this is valid now for Charging Authorities and will apply to all Local Planning Authorities from 6<sup>th</sup> April 2015. A review of CIL is planned by government this year; the collection of evidence on this has already started.



## **7. OTHER IMPLICATIONS**

- 7.1 The Group has considered the value it brings to HDC. This was discussed at its meeting on 25<sup>th</sup> September 2014. The group was of the opinion that it helped to facilitate and speed up delivery of growth through consideration of infrastructure needs across the district and beyond considering matters from a strategic perspective and not individual basis. It was keen to continue given the excellent and valuable engagement that now existed with partners, including amongst others with the Greater Cambridge Greater Peterborough LEP and the Highways Authority and the requirement to adhere to the agreed decision making process.
- 7.2 The future role of the Huntingdonshire Strategic Partnership is unknown at present. It is felt that this partnership group has considerable value to the delivery of the economic and growth agenda. However, whether the group is part of the HSP or one of the strategic groups facilitated within the District Council has yet to be reached.

## **8. REASONS FOR THE RECOMMENDED DECISIONS**

- 8.1 The work of the Growth and Infrastructure Thematic Group is ongoing, and will continue to be important, particularly as the draft Local Plan progresses and the funding and project management for the delivery of infrastructure projects develops. The Group will also need to work with the Town and Parish Councils in the District that commit to preparing Neighbourhood Plans and how they spend CIL 'meaningful proportion' receipts.

## **9. LIST OF APPENDICES INCLUDED**

Appendix 1 – Huntingdonshire District Council Community Infrastructure Levy Annual Report 2013/14

## **BACKGROUND PAPERS**

None.

## **CONTACT OFFICER**

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Appendix 1 – Huntingdonshire District Council Community Infrastructure Levy  
Annual Report 2013/14

## Community Infrastructure Levy

Annual Report 2013/14



## **Community Infrastructure Levy: Annual Report 2013/14**

The Community Infrastructure Levy (CIL) is a mechanism to allow local planning authorities to seek to raise funds from new development, in the form of a levy, in order to contribute to the cost of infrastructure projects that are, or will be, needed to support new development.

Following an examination of the Huntingdonshire Charging Schedule in March 2012, Huntingdonshire District Council approved the implementation of its Community Infrastructure Levy from the 1st May 2012.

The Community Infrastructure Levy Charging Schedule 2012 sets out the charge per square metre that will apply to each category of development that is liable. The standard charge of £85 per sq m (plus indexation) will apply to all liable developments unless a different rate is set out in the schedule.

The CIL is intended to be used to help provide infrastructure to support the development of an area rather than making an individual planning application acceptable in planning terms (which is the purpose of Section 106 Agreements). CIL does not fully replace Section 106 Agreements.

On particular developments site specific mitigation requirements may still need to be provided through a Section 106 Agreement in addition to CIL. Section 106 Agreements and planning conditions will continue to be used for local infrastructure requirements on development sites, such as site specific local provision of open space, connection to utility services (as required by legislation), habitat protection, access roads and archaeology. The principle is that all eligible developments must pay towards CIL as well as any development specific requirement to be secured through Section 106 Agreements. Details on this can be found in the HDC Developer Contributions Supplementary Planning Document.

Large scale major developments (over 200 residential units) usually also necessitate the provision of development specific infrastructure, such as schools. These are dealt with more suitably through a Section 106 agreement, in addition to the CIL charge. It is important that the CIL Charging Schedule differentiates between these infrastructure projects.

The provision of affordable housing lies outside of the remit of CIL and continues to be secured through Section 106 Agreements.

The Huntingdonshire Infrastructure Business Plan (IBP) 2013/14 sets out the infrastructure required to support the delivery of the Huntingdonshire Core Strategy to 2026. The IBP prioritises infrastructure project delivery and allocation of CIL funding for delivery.

A further amendment to the CIL Regulations in 2013 requires a 'meaningful proportion' of CIL receipts to be passed to the local town or parish council for the area where the development takes place. The meaningful proportion to be passed to the local council is set at 15% of the relevant CIL receipts with a maximum cap of £100 per Council tax dwelling in the parish. Where a Neighbourhood Development Plan is in place the 'meaningful proportion' will rise to 25% with no maximum cap specified. There are no areas in Huntingdonshire at present with a Neighbourhood Development Plan in place.

A Charging Authority is required under Regulation 62 of the Community Infrastructure Regulations 2010 (as amended) to prepare a report for any financial year in which it collects CIL. For the financial year being reported on in this annual report (2013/14), the Council recognised that CIL receipts would be limited, due to the fact that CIL is not payable until after development commences and can be paid in instalments. As such, it was agreed by Cabinet on 21 March 2013 that all CIL receipts would be banked during the 2013/14 financial year with the exception of funding the Huntingdon West Link Road scheme.

The table on the following page sets out the financial details as required.

## Community Infrastructure Levy Statement 2013/14

Details	Note No	%	£
<b>CIL Receipts 2013/14</b>			
Cash	1		437,166.96
Land			0.00
<b>Total CIL Receipts for 2013/14</b>	<b>1</b>		<b>437,166.96</b>
<b>CIL Expenditure 2013/14</b>			
Expenditure on infrastructure	2		0.00
Amount of CIL applied to repay money borrowed and items of infrastructure funded	2		0.00
Amount of CIL applied to Administrative Expenditure	2	5	21,858.37
Amount of CIL passed to a Town/Parish Council	3		24,391.51
<b>Total CIL Expenditure 2013/14</b>	<b>4</b>		<b>46,249.88</b>
Total CIL receipts for 2013/14 retained			390,917.08
CIL receipts from previous years retained			10,021.88
<b>Total Amount of CIL Receipts Retained 31/03/2014</b>	<b>5</b>		<b>400,938.96</b>
The amount of CIL to which an infrastructure payment relates	<b>6</b>		0.00
The item of infrastructure to which the above payment relates			n/a

### Notes

- 1 Regulation 62 4a) of the Community Infrastructure Regulations 2010 (as amended) requires a charging authority to report the total CIL receipts for the reported year
- 2 Regulation 62 4c) (i– iv) of the Community Infrastructure Regulations 2010 (as amended) requires a charging authority to report summary details of CIL expenditure for the reported year (other than in relation to CIL to which regulation 59E or 59F applied) and detail that expenditure by scheme
- 3 Regulation 62 4ca) of the Community Infrastructure Regulations 2010 (as amended) requires a charging authority to report the amount of CIL passed to any local council under regulation 59A or 59B and any person under regulation 59(4)
- 4 Regulation 62 4b) of the Community Infrastructure Regulations 2010 (as amended) requires a charging authority to report the total CIL expenditure for the reported year
- 5 Regulation 62 4d) of the Community Infrastructure Regulations 2010 (as amended) requires a charging authority to report the total amount of CIL receipts retained at the end of the reported year
- 6 Regulation 62 4e) of the Community Infrastructure Regulations 2010 (as amended) requires a charging authority to report the amount of CIL to which each item of infrastructure payments relates