

North East Cambridge Area Action Plan

Proposed Submission Duty to Cooperate Compliance Statement



GREATER CAMBRIDGE
SHARED PLANNING

DRAFT

November 2021

Contents

1. Introduction	1
2. Requirements.....	5
3. Overview of Duty to Cooperate engagement	8
4. Strategic cross-boundary matters	12
5. Conclusion	31
Appendix 1: Summary of discussion at roundtable events supporting the emerging Greater Cambridge Local Plan but also making reference to North East Cambridge	33
Appendix 2: Minutes of bilateral duty to cooperate meetings	41
Appendix 3: Table showing which Duty to Cooperate bodies responded to consultations on the Area Action Plan.....	133

1. Introduction

1.1 Purpose

This Proposed Submission North East Cambridge Area Action Plan Duty to Cooperate Statement of Compliance (the Statement of Compliance) provides an audit trail demonstrating how Cambridge City Council and South Cambridgeshire District Council (the Councils) have addressed the duty to cooperate (required by [section 33A of the Planning and Compulsory Purchase Act 2004](#)) in the preparation of the North East Cambridge Area Action Plan. The duty requires plan-making authorities to ‘engage constructively, actively and on an ongoing basis’ with relevant bodies in the preparation of development plan documents.

The Statement of Compliance sets out which bodies the Councils have cooperated with and on which strategic matters, the nature and timing of the cooperation, and the outcomes of the co-operation to date, including how it has influenced the Proposed Submission Area Action Plan.

The Statement of Compliance accompanies the Proposed Submission North East Cambridge Area Action Plan, recording compliance with the duty to cooperate from the start of preparation of the plan through to the publication of Proposed Submission Plan in Autumn 2021. This document builds on the information provided in the [North East Cambridge Area Action Plan Draft Plan consultation: Duty to Cooperate Position Statement, June 2020](#).

Relationship with other documents

For clarity, this Statement of Compliance has a close relationship with a number of other documents as follows:

North East Cambridge Area Action Plan Proposed Submission Duty to Cooperate Statement of Common Ground

The purpose of the North East Cambridge Area Action Plan Proposed Submission Duty to Cooperate Statement of Common Ground (the ‘Statement of Common Ground’ or ‘SoCG’) is to set out the main areas of common and uncommon ground with relevant partners on strategic cross-boundary matters. It also forms part of the evidence required to demonstrate that the Councils have complied with the duty to cooperate in preparing the plan.

A Statement of Common Ground is intended to be a concise sign-posting document setting out the outcomes at a point in time of the ongoing cooperation

with relevant bodies regarding strategic cross-boundary matters set out in the Statement of Compliance. In so doing, the Statement of Common Ground addresses [National Planning Policy paragraph 35](#), which states that Plans are sound if they are 'Effective...based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground'.

National guidance sets out the required approach to preparing one or more Statements of Common Ground with relevant bodies. In accordance with the guidance, the Statement of Common Ground has been published alongside this Statement of Compliance.

North East Cambridge Area Action Plan Statement of Consultation

The North East Cambridge Area Action Plan Statement of Consultation (the Statement of Consultation) sets out how the Councils have undertaken consultation in preparing the North East Cambridge Area Action Plan.

The Statement of Consultation has been updated at each stage of the plan making process; the current version supports the Proposed Submission stage. The approach to consultation is founded on the Councils' [Statement of Community Involvement](#). This sets out how and when we will involve the community and key stakeholders in preparing, altering and reviewing our plans and guidance for future development. It also explains how we will involve the community in planning applications.

The current version of the [Statement of Consultation](#) provides details of the consultation and engagement we have undertaken to date. This includes events before and after the previous stages of formal consultation on the plan. The Statement summarises what have you told us and how we have taken this into account in developing the Area Action Plan.

A table showing which duty to cooperate bodies responded to each consultation on the Area Action Plan is included at Appendix 3 of this document.

North East Cambridge Area Action Plan Proposed Submission

The Proposed Submission Plan is the version of the Plan that the Councils consider to be final, and ready for submission for Examination by an independent Inspector appointed by government. It includes a strategy and proposed policy direction that has been informed by the engagement process detailed in this

Statement of Compliance and wider Statement of Consultation, and also by the outcomes of that engagement as set out in the Statement of Common Ground.

The Proposed Submission Area Action Plan is being considered by the committee processes of both Councils for approval to carry out future public consultation. However, that consultation relies on the separate Development Control Order that is being undertaken by Anglian Water for the relocation of the Waste Water Treatment Plant having completed its process, including its public examination and being approved. The Area Action Plan will be paused until that stage is reached. That is because the Plan is predicated on the Waste Water Treatment Plant relocating. If the DCO is approved, the Plan can then proceed to Proposed Submission consultation followed by formal submission to the Secretary of State and a public examination would be held.

Greater Cambridge Authority Monitoring Report

Planning Practice Guidance outlines that LPAs must publish information at least annually that reports any activity relating to the duty to cooperate. The [Greater Cambridge Authority Monitoring Report](#) provides an additional ongoing record of duty to cooperate activity across the two councils.

1.2 The Local Context

Cambridge City Council and South Cambridgeshire District Council are working together to create the North East Cambridge Area Action Plan. This builds on the Cambridge Northern Fringe East strategic site allocation in both councils' 2018 local plans and is now proposed to cover a wider area including Cambridge Science Park and other sites.

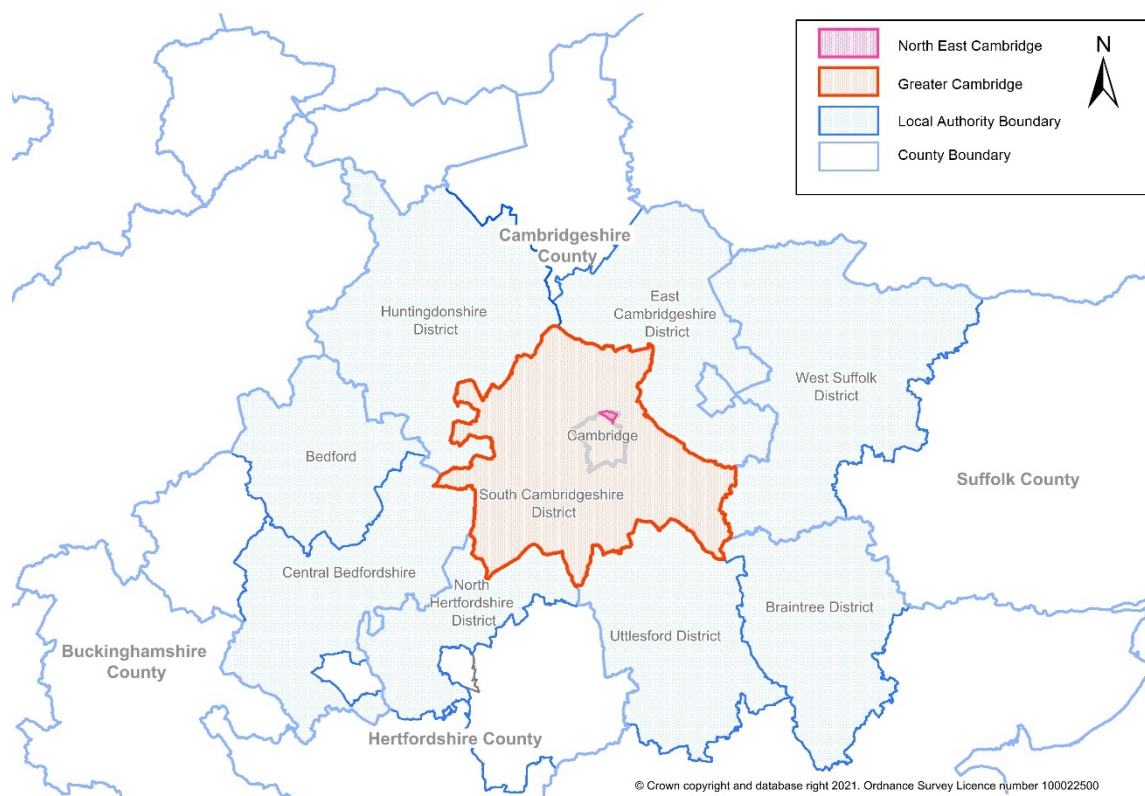
The North East Cambridge area includes 182 hectares of brownfield land at the north eastern edge of Cambridge urban area. The area crosses the administrative boundary of Cambridge City Council and South Cambridgeshire District Council. The Area Action Plan area does not adjoin any other districts; the closest district is East Cambridgeshire, with the closest settlement being around five miles away.

As the North East Cambridge area crosses the administrative boundary of both Cambridge City Council and South Cambridgeshire District Council, the planning policies of each Council will apply within their district for those matters not covered within the Area Action Plan. A joint Greater Cambridge Local Plan is also in preparation, covering the combined areas of Cambridge and South Cambridgeshire districts. This Statement of Compliance only addresses matters

relevant to the North East Cambridge area; Duty to Cooperate matters relating to the emerging Local Plan are addressed separately.

North East Cambridge is located within a two-tier area, with Cambridgeshire County Council providing many public services including education, highways and adult care.

Figure 1: Strategic context – North East Cambridge in relation to administrative boundaries



2. Requirements

2.1 Duty to Cooperate requirements

The duty to cooperate in relation to planning for sustainable development was created in the Localism Act 2011 and amends the Planning and Compulsory Purchase Act 2004 accordingly. It places a legal duty on local planning authorities, county councils and other prescribed bodies to cooperate with each other to address strategic cross-boundary matters relevant to their areas (note that cross-boundary matters include those between Cambridge and South Cambridgeshire as well as across the outer boundary of South Cambridgeshire). The duty requires on-going constructive and active engagement in the preparation of local plans and other activities relating to sustainable development and use of land. At examination, the statutory duty to cooperate is considered by the inspector as a standalone test separate to consideration of the soundness of the plan.

Paragraphs 24-27 of the National Planning Policy Framework, and supporting [Planning Practice Guidance](#), set out requirements relating to maintaining effective cooperation. Plan-making activities addressing these points will help demonstrate that the statutory duty to cooperate has been fulfilled, but they are primarily national policy requirements, tested by the inspector in relation to the soundness of a plan. Requirements include:

- the need for strategic policy-making authorities to identify the relevant strategic matters which need to be addressed in plans;
- the need for strategic policy-making authorities to collaborate with other strategic policy-making authorities, and to engage with other relevant bodies;
- effective and on-going joint working to produce a positively prepared and justified strategy;
- joint working should help to determine whether additional infrastructure is necessary, and whether development needs that cannot be met wholly within a particular plan area could be met elsewhere; and
- the need to prepare and maintain one or more statements of common ground, documenting the cross-boundary matters being addressed and progress in cooperating to address these (these should be made publicly available throughout the plan-making process to provide transparency).

The National Planning Policy Framework lists the following as relevant bodies: Local Enterprise Partnerships, Local Nature Partnerships, the Marine Management Organisation, county councils, infrastructure providers, elected Mayors and combined authorities (in cases where Mayors or combined

authorities do not have plan-making powers). Engagement between local planning authorities and neighbourhood planning bodies is not covered by the duty to cooperate.

2.2 Duty to Cooperate bodies

The Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2012 specify which bodies the duty to cooperate applies to.

In the context of Greater Cambridge, the councils are considered to have a duty to cooperate with neighbouring local authorities and county councils as well as the prescribed bodies listed below. However, given the distance of North East Cambridge from the outer boundary of South Cambridgeshire noted above, the councils consider that the duty to cooperate bodies with most interest in North East Cambridge are those with an interest in matters crossing the boundary between Cambridge and South Cambridgeshire (i.e. Cambridgeshire County Council, Cambridgeshire & Peterborough Combined Authority, and the prescribed duty to cooperate bodies):

Neighbouring Local Planning Authorities and County Councils:

- Huntingdonshire District Council
- East Cambridgeshire District Council
- West Suffolk Council
- Braintree District Council
- Uttlesford District Council
- North Hertfordshire District Council
- Central Bedfordshire Council
- Cambridgeshire County Council
- Hertfordshire County Council
- Essex County Council
- Suffolk County Council

Prescribed duty to cooperate bodies:

- Cambridgeshire & Peterborough Combined Authority (Local Transport Authority; includes the Business Board which is in effect the Local Enterprise Partnership – a prescribed duty to cooperate body; responsibility to prepare a Non-Statutory Strategic Spatial Framework; responsibilities for funding including: Housing Investment Fund, Single Pot Infrastructure Fund, and Adult Education Budget)
- Environment Agency
- Natural England
- Historic England

- National Highways
- Cambridgeshire & Peterborough Clinical Commissioning Group
- National Health Service Commissioning Board
- Cambridgeshire & Peterborough Health & Wellbeing Board
- Civil Aviation Authority
- Homes England
- Office of Rail Regulation
- Mayor of London
- Natural Cambridgeshire (Local Nature Partnership)

Other Duty to Cooperate bodies specified in the Regulations but considered not to apply in the context of the Greater Cambridge are:

- Marine Management Organisation
- Coal Authority
- Transport for London

3. Overview of Duty to Cooperate engagement

Duty to Cooperate engagement between Cambridge City Council and South Cambridgeshire District Council

The agreement to prepare a statutory joint Area Action Plan between Cambridge City Council and South Cambridgeshire District Council fundamentally reflects the operation of the duty to cooperate (see Planning and Compulsory Purchase 2004 Section 33a part 6 – consideration of whether to agree under section 28 to prepare joint local development documents).

This agreement is underpinned by the cross-boundary nature of the North East Cambridge area. Preparation of an extensive joint evidence base informing the strategy and policies included in the plan are clear evidence of the duty being implemented in practice. This Statement of Compliance does not document all the details related to the duty in this regard, as these are evident from all the studies and related documentation supporting the plan. It focuses instead on duty to cooperate issues and engagement with the bodies identified in section 2.

Greater Cambridge has undertaken a wide range of engagement, discussion and joint working with local authorities and other public organisations to ensure that there has been a high level of cooperation in the preparation of the Area Action Plan.

Duty to Cooperate engagement with other bodies

The Greater Cambridge local authorities have undertaken a wide range of consultation and engagement events leading up to this Proposed Submission stage of the Area Action Plan. A number of the duty to cooperate bodies have engaged in these in their roles as statutory consultees or due to their wider interest in future growth in the area. These consultation and engagement events are documented in detail in the separate Consultation Statement, but in summary they comprise:

- Winter 2014: Cambridge Northern Fringe East Area Action Plan - Issues and Options consultation
- Spring 2019: North East Cambridge Area Action Plan - Issues and Options consultation (note the name of the Area Action Plan was changed for the 2019 consultation reflecting the more comprehensive vision being envisaged for the area, and the need to integrate development better with surrounding communities)

- Summer to Autumn 2020: North East Cambridge Area Action Plan - draft plan consultation

Bilateral and roundtable duty to cooperate meetings

Over and above the engagement in formal consultations by duty to cooperate bodies, and in addition to the topic specific engagement set out in section 4 below, since 2020, the Councils have sought to integrate duty to cooperate engagement for North East Cambridge Area Action Plan where relevant within duty to cooperate engagement supporting the preparation of Greater Cambridge Local Plan

As such, the authorities have undertaken specific, targeted engagement with the duty to cooperate bodies through roundtable events and bilateral meetings relating to the emerging Greater Cambridge Local Plan. Through these meetings the authorities raised duty to cooperate issues relevant to North East Cambridge.

Meeting notes from both roundtable meetings and the bilateral and trilateral meetings are attached at Appendix 1 and 2 respectively.

(Note: Further bilateral and trilateral meeting notes will be appended ahead of consideration by the Councils' formal decision making committees of the Proposed Submission Area Action Plan).

Other ongoing groups supporting the duty to cooperate

Joint Local Planning Advisory Group

To support the development of a shared position for the Greater Cambridge Local Plan and also the North East Cambridge Area Action Plan, the councils have set up the Joint Local Planning Advisory Group (JLPAG). The [Terms of Reference for JLPAG](#) set out that it is a non-decision-making joint member group intended to facilitate the development of a shared policy understanding to allow the timely preparation of key planning policy documents within the Greater Cambridge area. The Advisory Group includes a representative of Cambridgeshire County Council.

Public Partners Stakeholder Group

To ensure that the Area Action Plan has had active and sustained engagement from Cambridgeshire County Council as the relevant authority responsible for education, highways, community services and minerals and waste, a monthly Public Partners Stakeholder Group was set up at the project's inception.

The Public Partners Stakeholder Group provides a regular forum to provide updates on emerging planning matters within the area and as a forum for discussion and an opportunity for attendees to help influence and shape planning policy in advance of formal consultation. Each of these duty to cooperate partners has the opportunity to contribute to and respond to policy development as it emerges to shape future delivery at the North East Area Cambridge. These sessions have sought input and provided an early awareness on all emerging issues from proposed homes and jobs to transport and climate impacts, to ensure a joined-up approach is achieved.

The meetings are attended by officers from:

- South Cambridgeshire District Council
- Cambridge City Council
- Cambridgeshire County Council
- Greater Cambridge Partnership (this is not a duty to cooperate body, but as a delivery partner for transport schemes is a key organisation to coordinate with)
- Cambridgeshire and Peterborough Combined Authority

In accordance with the duty to cooperate, these partners have played a key role in the production of the Issues and Options Report and Draft Plan, the ongoing development of the evidence base, and the Proposed Submission Area Action Plan.

Greater Cambridge Local Plan transport sub-group

The Greater Cambridge Local Plan transport sub-group is an officer group intended to facilitate preparation of a robust transport evidence base supporting the Greater Cambridge Local Plan; and to document input and engagement from the various transport related agencies and authorities to the transport planning aspects of the Local Plan. Notwithstanding its core role, in practice the transport sub-group has addressed transport related duty to cooperate issues more widely, including addressing transport matters relevant to North East Cambridge on a regular basis.

The sub-group meets on a six-weekly basis and includes membership of the following bodies:

- Greater Cambridge Shared Planning (representing Cambridge City Council and South Cambridgeshire District Council)
- Cambridgeshire and Peterborough Combined Authority (as the Local Transport Authority)

- Greater Cambridge Partnership (this is not a duty to cooperate body, but as a delivery partner for transport schemes is a key organisation to coordinate with)
- Cambridgeshire County Council (as the Local Highways Authority)
- National Highways
- Network Rail
- Standing invitation to attend for England's Economic Heartland (this is not a duty to cooperate body, but as a body responsible for the regional transport strategy is a relevant organisation to coordinate with)

In addition, the Area Action Plan had its own Transport Sub-Group in its earlier years of development which included representatives of Cambridgeshire County Council, Greater Cambridge Partnership and National Highways. Further Sub-Groups on matters such as open space and drainage have been set up on more ad hoc bases as and when needed.

Duty to cooperate and the preparation of evidence base

In order to prepare the Area Action Plan, it has been necessary to research a range of background issues and produce new evidence to inform and support the proposed policies for North East Cambridge. Duty to cooperate partners have been involved in the preparation of evidence base documents including commenting on drafts as relevant. Topic papers have also been prepared and some of these were researched and drafted by duty to cooperate partners themselves, and others were commissioned jointly with duty to cooperate partners. Further detail on this is provided in the strategic cross-boundary matters section below.

4. Strategic cross-boundary matters

This section explores topics that are considered to be strategic cross-boundary matters relevant to North East Cambridge at this stage in the plan-making process. As noted above, wider strategic matters have been addressed via duty to cooperate engagement supporting the Greater Cambridge Local Plan.

Given the relatively small area addressed by the Area Action Plan and its location – surrounded entirely by South Cambridgeshire and Cambridge administrative areas – the Councils consider that the strategic cross-boundary matters relevant to the North East Cambridge are:

- Strategy: pattern and scale of growth, including housing and employment (insofar as this impacts on other matters as below)
- Transport, in relation to:
 - Impacts of the development on the transport network
 - Relationship with transport infrastructure projects
 - Cowley Road bus depot
- Strategic heritage impacts
- Wildlife habitats, open space and green infrastructure
- Water, including supply, quality, and wastewater
- Energy, in relation to electricity provision
- Social, health and community infrastructure, in relation to
 - Health infrastructure
 - Education infrastructure
- Minerals and waste, in relation to
 - North East Cambridge Aggregates Railheads
 - The Waste Transfer Station at Cowley Road Industrial Estate

The Councils consider that the following strategic cross-boundary matters are relevant to the Greater Cambridge Local Plan, but that they are not substantive strategic cross-boundary matters relevant to North East Cambridge as a standalone location. As such these are addressed in the Greater Cambridge Local Plan Duty to Cooperate Statement of Compliance, but are not addressed further here:

- Green Belt
- Retail
- Gypsy & Traveller Accommodation Needs

The following sections sets out for each of the relevant strategic matters:

- Background
- Relevant duty to cooperate bodies
- Relevant evidence, including jointly prepared evidence
- Engagement process

- Current position

Strategy: pattern and scale of growth, including housing need and employment

Context

National planning policy explicitly identifies the meeting of development needs as a strategic matter to be addressed in the Statement of Common Ground, particularly as choices about a potential spatial strategy to meet such needs may have implications for neighbouring areas.

The North East Cambridge Area Action Plan will support the delivery of homes and jobs that will help to meet the objectively assessed needs identified in the emerging Greater Cambridge Local Plan, and as such this specific issue is not relevant to the Area Action Plan itself. However, the scale of jobs and homes development proposed through the Area Action Plan could in principle have cross-boundary implications insofar as this impacts on other strategic cross-boundary matters. This is addressed in the sections below.

Relevant bodies

The relevant bodies are as follows:

- Neighbouring local authorities
- Cambridgeshire & Peterborough Combined Authority
- Cambridgeshire County Council

Evidence

The primary studies informing the scale of housing and employment development at North East Cambridge comprise:

- Greater Cambridge Employment Land Review and Economic Evidence Base, November 2020
- North East Cambridge Typologies Study And Development Capacity Assessment, January 2020
- North East Cambridge Area Action Plan: Relocation Strategy (2021)
- Mixed Use Development: Overcoming barriers to delivery at North East Cambridge (2020)
- Cambridge Employment Land Study Innovation Districts Case Studies (2019)

Engagement process and current position

Through bilateral meetings relating to the emerging Greater Cambridge Local Plan (see Appendix 2) the councils asked neighbouring authorities whether they considered there to be any substantive strategic cross-boundary matters arising from the content of the North East Cambridge Area Action Plan. No neighbouring authorities or prescribed bodies have identified any substantive cross boundary matters in relation to strategy.

Drawing on the above, the Councils consider that there are no areas of disagreement on this strategic matter.

Transport

Context

The following issues make transport a substantive strategic cross-boundary matter relevant to North East Cambridge Area Action Plan:

- Congestion on the roads around North East Cambridge, including those crossing the boundary between Cambridge and South Cambridgeshire, such that there is very little capacity to accommodate additional growth.
- the existence of Cowley Road Bus Depot at North East Cambridge. The Bus Depot is at capacity already; to meet the future bus demand needs for Cambridgeshire, it is anticipated that a doubling of the existing bus fleet will be needed as a minimum; and there is considered to be an incompatibility of existing Bus Depot operations at Cowley Road with the future Area Action Plan vision for mixed use and low traffic development.
- the range of significant transport infrastructure proposals affecting North East Cambridge, comprising:
 - [Greater Cambridge Partnership's Waterbeach to Cambridge scheme, which includes a new high quality, segregated bus route and a review of Park and Ride provision.](#)
 - [Greater Cambridge Partnership's City Access project](#), which includes a range of measures across Cambridge seeking to significantly reduce traffic, congestion and associated pollution within the city.
 - [Greater Cambridge Partnership's Waterbeach Greenway project](#), which seeks to connect Waterbeach New Town and North East Cambridge via a high quality active travel route.
 - Greater Cambridge Partnership's [Chisholm Trail](#) and [Cross City Cycling](#) projects, which will improve cycle access into and across the city.

- [Cambridgeshire & Peterborough Combined Authority's A10 Ely to Cambridge road improvement study](#) – the study and any improvements arising will influence future traffic flows in the area of North East Cambridge.
- Cambridgeshire & Peterborough Combined Authority's Cambridgeshire Autonomous Metro (CAM) project – this scheme was pursued between 2017 and 2021, and was proposed to include a tunnel portal at Cambridge North Station. The Combined Authority [agreed in October 2021 to stop development of the CAM programme](#).

Relevant bodies

- Cambridgeshire & Peterborough Combined Authority – as the Local Transport Authority
- Cambridgeshire County Council – as the Local Highway Authority
- Network Rail
- National Highways
- Greater Cambridge Partnership (not a duty to cooperate body, but as a delivery partner for transport schemes is a key organisation to coordinate with)

Evidence

An [Area Action Plan Transport Evidence Base](#) commissioned jointly with Cambridgeshire County Council defined a 'trip budget' approach to the Area Action Plan to minimise the transport impacts of development at North East Cambridge on the surrounding transport network.

Engagement process

Overview

A monthly Transport Working Group (later forming part of the Public Partners Stakeholder Group) has met throughout the active preparation period of the Area Action Plan to ensure that all proposals at North East Cambridge are integrated in the wider development of strategic transport infrastructure, and that the impacts of development are understood and mitigated. These meetings provide updates on transport infrastructure projects proposed close to North East Cambridge, while providing a forum to share and discuss the interrelationship of

emerging transport evidence and transport proposals impacting on the Area Action Plan, including those listed above.

The meetings are attended by officers from:

- National Highways
- South Cambridgeshire District Council
- Cambridge City Council
- Cambridgeshire County Council
- Greater Cambridge Partnership
- Cambridgeshire & Peterborough Combined Authority

In addition to discussion at the Transport Working Group, officers developing the Area Action Plan have collaborated extensively with National Highways (previously Highways England) and Cambridgeshire County Council to develop transport proposals for North East Cambridge, and have consulted with Network Rail.

Key issues raised through the development of the plan

In relation to the overall transport impacts of development at North East Cambridge, the Councils acknowledge that even with the trip budget approach, the development area will still generate some cross-boundary impacts on the wider highway network. However, in formal consultation responses and in duty to cooperate bilateral and trilateral meetings, no authorities have identified this to be a substantive issue requiring specific action. National Highways in the Public Partners Stakeholders Group have supported the proposed trip budget approach. Leading to the Proposed Submission stage the councils worked with relevant developers and partners to develop and agree the High Level Transport Strategy for North East Cambridge, addressing the trip budget referred to above and taking into account existing and proposed transport infrastructure projects.

In relation to Cowley Road Bus Depot, the Councils have engaged with the Combined Authority, Cambridgeshire County Council and Greater Cambridge Partnership to confirm an agreed position regarding the Bus Depot. Leading to the Proposed Submission stage, all of these partners agreed a specific Statement of Common Ground regarding the relocation of Cowley Road Bus Depot (appended to the North East Cambridge Duty to Cooperate Statement of Common Ground) confirming an agreed position on this topic.

In relation to transport infrastructure projects affecting North East Cambridge, the Councils have engaged with relevant partners on an ongoing basis through the development of the plan. The draft plan in summer 2020 took into account the Combined Authority's then proposed CAM plans and a potential expansion of Cambridge North Transport Interchange by safeguarding land for the portal and

other infrastructure improvement within Policy 19: Safeguarding for Cambridgeshire Autonomous Metro and Public Transport. Leading to the Proposed Submission stage the Councils have continued to engage with Greater Cambridge Partnership, the Combined Authority and Network Rail to ensure that proposals for North East Cambridge accommodate the proposed transport infrastructure schemes. The Combined Authority confirmed in October 2021 that it was not pursuing the CAM project, and as such the Proposed Submission Plan Policy 19 was amended to remove reference to this, but retains a section safeguarding land for Cambridge North Transport Interchange.

Current position

- a. In relation to the overall transport impacts of development at North East Cambridge, the Proposed Submission policies include the trip budget approach referred to above, with the aim of ensuring that vehicle trip generation levels do not exceed the current level, to mitigate all development impact on the highway network. The approach is supported by the North East Cambridge High Level Transport Strategy which is agreed with relevant partners, and the Councils consider that this forms an agreed position with the relevant duty to cooperate bodies.
- b. In relation to Cowley Road Bus Depot located within North East Cambridge, the Statement of Common Ground regarding the Bus Depot (see Appendix 2 of the North East Cambridge Area Action Plan Proposed Submission Duty to Cooperate Statement of Common Ground) supports the retention of the Depot within North East Cambridge until around 2031, and states that the parties agree to work collaboratively to address the assessment of bus needs, supporting strategies and delivery plans, to facilitate delivery of the NEC AAP, including the timely relocation of the Cowley Road Depot. The current version of this is an agreed officer draft: subject to formal sign off; the Councils consider that this forms an agreed position with the relevant duty to cooperate bodies.
- c. In relation to engagement with transport infrastructure proposals, the Proposed Submission Area Action Plan includes in particular Policy 19: Safeguarding for Public Transport, which will support provision of proposed transport infrastructure at North East Cambridge. The policy approach is supported by the relevant duty to cooperate bodies; this forms an agreed position with the relevant duty to cooperate bodies.

Drawing on the above, the Councils consider that there are no areas of disagreement on this strategic matter.

Heritage

Context

The following issues make heritage a substantive strategic cross-boundary matter relevant to North East Cambridge Area Action Plan:

- the potential impact of development at North East Cambridge on key views to heritage assets in the wider area – in particular, Ely Cathedral; and
- cross boundary issues between Cambridge City and South Cambridgeshire given the nature of the proposed development and its potential impacts on the wider setting of the city.

Relevant bodies

- Historic England

Evidence

The primary relevant studies comprise:

- North East Cambridge Townscape Assessment, which provides baseline townscape analysis of North East Cambridge and its wider context, covering urban structure, uses, building heights, landform, character and urban grain, amongst other factors, and provides an in-depth analysis of how the North East Cambridge site currently functions;
- North East Cambridge Townscape Strategy, which builds on the understanding of the existing nature of North East Cambridge and provides a framework to ensure that the development of individual sites within North East Cambridge is coordinated to create holistic, connected and high-quality places; and
- North East Cambridge Heritage Impact Assessment, which considers how development brought forward in line with the Townscape Strategy will affect the key aspects of the setting and character of Cambridge, as well as any impacts on other heritage assets in the local area, including across administrative boundaries. The Assessment advised that development at North East Cambridge should not exceed certain heights in certain locations.

Engagement process

Overview

The Councils have engaged with Historic England through bilateral meetings and in the evidence-gathering work, including engaging with Historic England in preparation of the brief and reviewing of draft documents.

Key issues raised through the development of the plan

At an early stage in the development of the Plan, Historic England raised particular concern regarding the impact of development at North East Cambridge on the key view to Ely Cathedral, and also noted reservations on the impact on Anglesey Abbey.

The Councils involved Historic England in the preparation of the North East Cambridge Heritage Impact Assessment (HIA), which recommended that the spatial framework for the site should consider the siting of tall buildings to avoid terminating views at the end of designed avenues of heritage assets with sensitive settings including Anglesey Abbey and Ely Cathedral. The Proposed Submission Area Action Plan Spatial Framework follows this recommendation, and the HIA's conclusion is that the proposals will not make any discernible change to the setting and significance of heritage assets outside of the North East Cambridge site including Ely Cathedral and Anglesey Abbey.

Current position

The Proposed Submission Area Action Plan Spatial Framework follows the Heritage Impact Assessment's recommendation that development at North East Cambridge should not exceed certain heights in certain locations. The evidence and policy approach is broadly supported by Historic England, and therefore the Councils consider that there is common ground on this strategic matter. The Councils and Historic England have also agreed to participate in further, regular discussions on future planned growth and the historic environment from early 2022 which will inform the emerging Greater Cambridge Local Plan and its specific site allocations.

Drawing on the above, the Councils consider that there are no areas of disagreement on this strategic matter.

Wildlife habitats, open space and green infrastructure

Context

The following issues relevant to North East Cambridge make biodiversity, green infrastructure and open space a strategic cross-boundary matter:

- Biodiversity - the potential need for off-site biodiversity enhancements to support biodiversity net gain, and the potential impact of development at North East Cambridge on designated biodiversity sites of European importance, including those located outside of South Cambridgeshire
- The provision of open space within the site, with potential resulting need for further off-site provision to ensure that provision meets the anticipated needs.

Relevant bodies

- Natural Cambridgeshire (Local Nature Partnership)
- Environment Agency
- Natural England
- Neighbouring authorities

Evidence

The primary relevant evidence studies comprise:

- North East Cambridge Ecology Study. In particular this included Recommendation 5: “Develop a habitat creation project at Chesterton Fen that provides significant opportunities for biodiversity and people. This should be funded by developments within North East Cambridge”.
 - North East Cambridge Habitats Regulations Assessment, which considered the impact of development at North East Cambridge on the European designated biodiversity sites in the wider surrounding area, including Devil’s Dyke and Fenland SACs and Wicken Fen Ramsar. The Habitats Regulation Screening Assessment identified that there was potential for impacts from recreation and water quantity and quality could result in ‘likely significant effects’ on these habitats. The Appropriate Assessment concluded no adverse effect on integrity provided that identified safeguards and mitigation measures required by the plan are successfully implemented.
- Greater Cambridge Green Infrastructure Opportunity Mapping study, which has been prepared to support the emerging Greater Cambridge

Local Plan. The Study's scope was informed by discussion with Natural England and its draft recommended strategic green infrastructure initiatives were sense checked by Natural England and Natural Cambridgeshire. Particularly relevant to North East Cambridge is the Study's proposal for a North Cambridge green space, which is intended to provide new strategic green space(s) to the north of Cambridge, connected to the wider GI network by green corridors, to address the deficit in accessible GI in this area, reduce recreational pressure on existing sites and provide an important asset to meet growing demand from proposed development.

Engagement process

Overview

The Councils have engaged with the Natural England through bilateral meetings, in the evidence-gathering work and in addressing formal representations to consultations.

Key issues raised through the development of the plan

No neighbouring authorities raised wildlife habitats, open space or green infrastructure as a strategic matter relevant to the duty to cooperate. Natural England made formal representations to the draft plan consultation regarding:

- The provision of open space and green infrastructure within the site, with resulting need for further off-site open space/green infrastructure provision to ensure that provision meets the anticipated needs.
- The potential impact of development at North East Cambridge on designated biodiversity sites of European importance, including those located outside of South Cambridgeshire – as highlighted in the Habitats Regulations Assessment

Regarding open space provision, responding to the above representations, in the Proposed Submission Area Action Plan the Councils amended the spatial framework to include larger amounts of on-site open space, and to meet in full informal open space and children's play standards. This ensures that all new homes at North East Cambridge will be within a 5 minute walk of an open space. In addition, and whilst not comprising formal standards in the Plan, informal open space provision in the Proposed Submission Plan is in line with the Accessible Natural Greenspace Standard (ANGSt) developed by Natural England, such that all homes will also be within 300m of an open space of at least 2ha in size. As such there is now no need for additional off-site informal open space provision.

Regarding the impact of development at North East Cambridge on designated biodiversity sites of European importance, in the Proposed Submission Area Action Plan the Councils amended the Spatial Framework to include larger amounts of on-site open space as above, and also amended aspects of Policy 8 and Policy 5 to strengthen requirements for on-site and off-site provision and protection of open space and wildlife habitats, following the policy recommendations included in the HRA Report. As such the HRA report concludes no adverse effect on integrity as a result of increased recreational pressure in relation to biodiversity sites of European importance provided that the following safeguards and mitigation measures included in the plan are successfully implemented.

Further to the above, the Green Infrastructure Opportunity Mapping Recommendations report identifies specific initiatives to be embedded into the emerging Local Plan, that will ensure that the existing green infrastructure network is enhanced and provides alternative opportunities from the European site for people to enjoy nature. Although, given their early stage of development, the potential opportunities detailed in the Opportunity Mapping cannot be relied upon in the Area Action Plan as mitigation, it is likely that these initiatives will provide additional mitigation for recreational demand in future.

Current position

- a. Regarding open space provision, the Proposed Submission Plan meets open space provision standards for informal open space on-site such that there is now no need for additional off-site informal open space provision. Notwithstanding, the Plan requires new and enhanced connections with the countryside beyond North East Cambridge that will also enhance accessibility to the wider countryside network. The Councils consider that this forms a position of common ground with Natural England.
- b. Regarding the impact of development at North East Cambridge on designated biodiversity sites of European importance, the Proposed Submission policies will support no adverse effect on their integrity. The Councils consider that this forms a position of common ground with Natural England.

Drawing on the above, the Councils consider that there are no areas of disagreement on this strategic matter.

Water, including supply, quality and wastewater

Water supply and quality

Context

The ecological impact of water abstraction, including from development, on the chalk streams that supply the River Cam make water a substantive strategic cross-boundary matter relevant to North East Cambridge Area Action Plan.

Relevant bodies

- Environment Agency
- Natural England
- Neighbouring Local Planning Authorities and County Councils
- Water Resources East (not relevant to the duty to cooperate but central to the strategic cross-boundary matter)
- Anglian Water (not relevant to the duty to cooperate but central to the strategic cross-boundary matter)
- Cambridge Water (not relevant to the duty to cooperate but central to the strategic cross-boundary matter)

Evidence

An Integrated Water Management Study and Strategic Flood Risk Assessment was completed in August 2021 to support the emerging Greater Cambridge Local Plan, which has also informed the North East Cambridge Area Action Plan Proposed Submission. The Integrated Water Management Study includes a specific element on exploring the impact of water abstraction.

A key issue identified in the Greater Cambridge Integrated Water Management Study (2021) is the need for new strategic water supply infrastructure to provide for longer term needs, and to protect the integrity of the chalk aquifer.

As at Autumn 2021, Water Resources East is preparing its Water Management Plan for the region to cover the period to 2050. It is understood that this will include planning for significant new infrastructure including the new Fens Reservoir, alongside other measures, to provide water supply that is designed to address both environmental and growth needs.

A Fens Reservoir was identified in Anglian Water's Water Resources Management Plan 2019 as a potential strategic water resource option. Similar

winter storage options were explored by Cambridge Water. Given the challenges faced in the region, Anglian Water and Cambridge Water decided to accelerate the programme for a Fens Reservoir and made a joint submission for the development of the reservoir under the government's RAPID process in summer 2021.

Notwithstanding, on current timelines this will only be available to supply water from the mid 2030s. Until such new strategic resources are delivered, there are short/medium term risks that ongoing growth will cause further deterioration to the chalk aquifer and habitats in the chalk streams which flow into Cambridge. The solutions could lie in measures such as sourcing more water from other locations that do not rely on the aquifer and seeking maximum efficiency in water use and further reducing wastage through leakage. This approach could have dual benefits in reducing pressures from existing development and meeting short/medium term risks until the mid 2030s.

Engagement process

Overview

The Councils have been, and continue to, engage with the relevant bodies responsible for water supply planning, including Water Resources East, the Water Companies and the Environment Agency, as well as with neighbouring authorities to ensure they understand the significance of the issue. This includes involving these parties in the process of preparing the evidence base, engaging with those partners' own programmes, and through specific duty to cooperate meetings. We are taking every opportunity to raise this at the most senior level with all key parties, including government through its focus on the OxCam Spatial Framework, that will also have to address this issue.

Key issues raised through the development of the plan

Alongside views shared via informal engagement, the Environment Agency in its formal responses to the draft plan consultation in 2020 (noting that the issue of water supply was not identified by the time of the 2019 Issues and Options consultation) highlighted that the Integrated Water Management Study would need to consider the capacity and timing of the North East Cambridge Area Action Plan and ensure that sufficient controls were in place to ensure that sustainable water supplies are in place for the proposed development in the Area Action Plan, and its respective phases. Natural England in its formal responses to the draft plan consultation in 2020 also expressed concern as to whether there was sufficient water supply / waste water treatment capacity to meet the demands of this scale of development without adverse impact to the natural environment.

The Draft Plan, which was published ahead of the Integrated Water Management Study, at Policy 4b required any planning application to demonstrate that there would be sufficient water supply and sewerage infrastructure available to meet the demands generated by the development.

Until more is known about the proposals for water supply that will be contained in the new regional Water Management Plan, there remains some uncertainty whether water supplies can be provided in a way that is sufficient for the early phases of North East Cambridge site to be delivered ahead of provision of the new reservoir. For this reason, and in the light of the publication of the Integrated Water Management Study, the Councils strengthened the wording in the Proposed Submission Plan at Policy 4b by requiring any planning application to demonstrate that there would be sufficient water supply and sewerage infrastructure available to meet the demands generated by the development without putting additional pressure on the aquifer such as to give rise to environmental harm to the chalk streams and the River Cam in particular.

Current position

The Councils continue to engage with the relevant bodies responsible for water supply planning, including Water Resources East, the Water Companies and the Environment Agency, as well as with neighbouring authorities, about the potential impact of growth on water abstraction and supply. A stakeholder group is working to identify interim solutions and to oversee longer term solutions, including the Water Resources East Water Management Plan.

Ahead of longer-term solutions being found, the Proposed Submission Plan's approach, of requiring all development to demonstrate that there is sufficient water supply available to meet the demands generated by the development without causing unacceptable environmental harm, is considered to provide sufficient safeguards with respect to the potential impact of development at North East Cambridge.

Also, in the context that the Area Action Plan will be paused to await the outcome of the Waste Water Treatment Plan DCO process, it is expected that the Water Management Plan being identified by Water Resource East (WRE) and due to be completed by 2023 will be prior to the Proposed Submission consultation of the NECAAP being carried out, likely to be in early 2024. This is therefore also ahead of the subsequent submission and examination stage of the Area Action Plan, and as such will provide the necessary evidence to meet the policy requirement. The Councils consider that this is a robust position able to form a position of common ground with the Environment Agency and Natural England.

Drawing on the above, the Councils consider that there are no anticipated areas of disagreement on this strategic matter.

Wastewater

Context

A waste-water recycling plant which provides for properties in Cambridge and South Cambridgeshire lies within the North East Cambridge site. Anglian Water and Cambridge City Council (as landowner) have been successful in a bid for Housing Infrastructure Funding to inter alia, relocate the Milton Waste Water Treatment Plant (WWTP). The proposed relocation of the WWTP, will deliver critical water recycling services to residents in and around Cambridge in a new, modern, low-carbon facility.

The relocation of the WWTP will enable a comprehensive regeneration of the North East Cambridge area and the Area Action Plan is predicated on the relocation taking place. The relocation of the WWTP will be taken forward by Anglian Water under a Development Consent Order process running in parallel with, but separate from, the Area Action Plan.

Relevant bodies

- Cambridgeshire County Council
- Anglian Water (not relevant to the duty to cooperate but central to the strategic cross-boundary matter)

Engagement process and current position

The Councils as local planning authorities have engaged with the County Council and Anglian Water seeks to ensure alignment of processes, taking into account the inter-dependency between the Area Action Plan and the relocation of the waste-water recycling plant. South Cambridgeshire District Council is also a statutory consultee on the Development Consent Order process.

Development of the full North East Cambridge site area is subject to the separate Development Consent Order process for the relocation of the waste-water recycling plant. The adopted Local Development Scheme for the North East Cambridge Area Action Plan incorporates and reflects the timings of the decision regarding that Development Consent Order process and the implications for the timing of the later stages of the Area Action Plan.

Energy

Context

The current electricity grid infrastructure supplying North East Cambridge goes across the administrative boundary of Cambridge and South Cambridgeshire, and as such forms a strategic cross-boundary matter relevant to North East Cambridge Area Action Plan.

Relevant bodies

- Cambridgeshire & Peterborough Combined Authority
- Local Authorities and County Councils

Evidence

The North East Cambridge Energy Infrastructure Capacity Study and Energy Masterplan concluded that to support the development of North East Cambridge, alongside meeting targets for net zero carbon development and supporting the electrification of transport, the electricity grid serving the area will require reinforcement. Initial work suggests that two new transformers will be required at the Milton Road primary sub-station. The report recommends ensuring that the Area Action Plan helps to facilitate an extension to the Milton Road primary sub-station in order to provide the necessary upgrades needed to support development.

Engagement process

Key issues raised through the development of the plan

In representations to formal consultations on the Area Action Plan, no neighbouring authorities or other duty to cooperate bodies identified any substantive cross boundary matters in relation to energy supply.

Informed by the North East Cambridge Energy Infrastructure Capacity Study and energy masterplan, the Proposed Submission Plan includes a requirement for the expansion of Milton Primary Sub-Station.

Current position

The Proposed Submission Plan's inclusion of a requirement for the expansion of

Milton Primary Sub-Station to support energy supply to North East Cambridge means that this cross-boundary matter has been fully addressed. As such, the Councils consider that there are no areas of disagreement on this strategic matter.

Social, health and community infrastructure

Context

The following issues make social, health and community infrastructure a substantive strategic cross-boundary matter relevant to North East Cambridge Area Action Plan:

- Health infrastructure requirements
- Education infrastructure requirements

Relevant bodies

- Cambridgeshire & Peterborough Clinical Commissioning Group
- Cambridge and Peterborough NHS Trust
- Cambridgeshire & Peterborough Health & Wellbeing Board (not a duty to cooperate body but relevant to the strategic matter)
- Cambridgeshire County Council (Libraries, Education, Social Services, Adult Care)

Evidence

In relation to education, the North East Cambridge Area Action Plan Education Topic Paper (2021) states that development at North East Cambridge would generate the need for initially two but potentially up to three primary schools. The Topic Paper also indicates that development at North East Cambridge does not generate sufficient numbers of pupils to warrant the need for a secondary school on-site. The existing local secondary school provision in the surrounding area of North East Cambridge is also found to be suitable in supporting the needs of both the new and existing community.

Engagement process

Overview

In relation to education, the Councils have worked collaboratively with Cambridgeshire County Council as the Education Authority throughout the development of the Area Action Plan to address educational needs at North East

Cambridge, as evidenced by the Education Topic Paper being co-authored by the County Council with Greater Cambridge Shared Planning.

In relation to health, the Councils have engaged with the relevant health bodies in the area, including the Cambridgeshire and Peterborough NHS Trust, the Cambridgeshire and Peterborough Clinical Commissioning Group and Cambridgeshire & Peterborough Health & Wellbeing Board (via Cambridgeshire County Council) through a series of meetings as well as considering formal representations. Given the complex and evolving structure of the NHS the Councils have engaged with the health bodies as a group to support a coordinated approach.

Key issues raised through the development of the plan

In relation to education, the Proposed Submission Plan responds to the needs identified in the Education Topic Paper by including the requirement for initially two but potentially up to three primary schools in Policy 14.

In relation to health infrastructure, the Cambridgeshire and Peterborough NHS Trust and the local Clinical Commissioning Group identified the need for a health hub to support the new and existing community. Responding to this identified need, Proposed Submission Plan Policy 14 includes a requirement for this hub.

Current position

- a. In relation to education, the Proposed Submission Plan includes an identified requirement for two but potentially up to three primary schools, and draws on views from the local education authority that the existing local secondary school provision in the surrounding area of North East Cambridge is also suitable in supporting the needs of both the new and existing community. The Councils consider that this forms a position of common ground with Cambridgeshire County Council as the Education Authority.
- b. In relation to health infrastructure, the Proposed Submission Plan includes an identified requirement for a health hub. The Councils consider that this forms a position of common ground with the Cambridgeshire and Peterborough NHS Trust, the Cambridgeshire and Peterborough Clinical Commissioning Group and Cambridgeshire & Peterborough Health & Wellbeing Board.

Drawing on the above, the Councils consider that there are no areas of disagreement on this strategic matter.

Minerals and waste

Minerals

Context

Requirements and provision for minerals is defined as a county matter and is therefore relevant to the duty to cooperate. The substantive minerals and waste matters relevant to North East Cambridge are the minerals railhead and safeguarded Waste Transfer site that exist within the Area Action Plan boundary, which are protected within Cambridgeshire and Peterborough Minerals and Waste Local Plan 2036 (adopted July 2021).

Evidence

No specific evidence prepared on this topic.

Relevant bodies

Cambridgeshire County Council as Minerals and Waste Authority

Engagement process

Overview

Regular engagement has taken place on this issue with the Minerals and Waste Team at Cambridgeshire County Council and via the Public Partners Stakeholder Group.

Key issues raised through the development of the plan

In discussion and in formal consultation responses the County Council have consistently supported the retention of the aggregates railheads, and have noted that the Waste Transfer Station is safeguarded but that there is scope to relocate it on or off-site.

In relation to the aggregates railheads, the draft Area Action Plan safeguarded this in accordance with Cambridgeshire County Council's adopted Minerals and Waste Local Plan. The draft Area Action Plan sought to facilitate the ongoing operational needs of the aggregates railheads but looked to measures that may better manage its impacts. In relation to the Waste Transfer Station, the draft Area Action Plan proposed this for relocation to a suitable location either inside or outside of North East Cambridge, in a manner consistent with the safeguarding

policy contained in the Minerals and Waste Local Plan and in collaboration with the Local Minerals and Waste Authority.

Drawing on further informal engagement ahead of Proposed Submission, the Proposed Submission Area Action Plan identifies a preference for off-site provision but identifies an area adjacent to the aggregates railheads within which the Waste Transfer Station could relocate on preferably an interim basis.

To support the Proposed Submission Plan, the Councils and Cambridgeshire County Council have also prepared together a Retention/Relocation of Waste Transfer Station and Aggregates Railheads Statement of Common Ground.

Current position

The Proposed Submission Area Action Plan reflects the common ground between the Councils and Cambridgeshire County Council regarding the aggregates railhead and waste transfer station located within the Area Action Plan boundary that are safeguarded in the Cambridgeshire and Peterborough Minerals and Waste Plan 2021, as set out in full in the Retention/Relocation of Waste Transfer Station and Aggregates Railheads Statement of Common Ground, which is appended to the North East Cambridge Proposed Submission Duty to Cooperate Statement of Common Ground.

Drawing on the above, the Councils consider that there are no areas of disagreement on this strategic matter.

5. Conclusion

This statement outlines the active and ongoing cooperation that has led up to and informed the Proposed Submission North East Cambridge Area Action Plan.

Cooperation has involved prescribed bodies, neighbouring authorities and other organisations relevant to the duty to cooperate. The Compliance Statement demonstrates that the councils have complied with duty to cooperate requirements in Section 110 of the Localism Act, Section 33A of the Planning and Compulsory Purchase Act 2004 and the National Planning Policy Framework.

The Councils will confirm their support for Proposed Submission North East Cambridge Area Action Plan in winter 2021/22, but will not be seeking representations on the Proposed Submission Plan until the conclusion of the Water Treatment Works Development Consent Order process, which will not be until at least 2024. As such, this Compliance Statement may be updated ahead of

submission of the Area Action Plan to government for Examination, to reflect any further cooperation required to address outstanding or new matters arising during the Water Treatment Works Development Consent Order period.

Appendix 1: Summary of discussion at roundtable events supporting the emerging Greater Cambridge Local Plan but also making reference to North East Cambridge

DtC 1st Roundtable, Tuesday 22nd September, 2-4pm via Teams



GREATER CAMBRIDGE
SHARED PLANNING

Greater Cambridge Local Plan duty to cooperate initial roundtable officer meeting

Tuesday 22nd September 2020, 2-4pm, via Teams

Attending

Name	Organisation
Stephen Kelly (SK)	GCSP
Caroline Hunt (CH)	GCSP
Paul Frainer	GCSP
Stuart Morris (SM)	GCSP
Nadeem Din	GCSP
Mairead O'Sullivan	GCSP
Claire Spenser	GCSP
Julian Sykes	GCSP
Greg Macrdechian	GCSP
Adrian Cannard	Cambridgeshire and Peterborough Combined Authority
Juliet Richardson	Cambs County
Andrew Maxted	Central Beds
Richard Kay	East Cambridgeshire District Council
Clara Kerr	Huntingdonshire District Council
Clare Bond	Huntingdonshire District Council
Matthew Jericho	Essex County Council
Chris Swain	Environment Agency
Debbie Mack	Historic England
Eric Cooper	National Highways

Name	Organisation
Katie Gosling	NHS England
Cath Bicknell	Suffolk County Council
Janine Smith	Essex County Council
Gareth Martin	Fenland District Council
Stephen Miles	Uttlesford District Council
Kim Wilson	Bedford Borough Council
Fitzsimons Colum	Cambridgeshire County Council
Ben Bowles	Hertfordshire County Council
Nicholas, Boyd	West Suffolk Council
Clare Skeels	North Herts District Council
Matthew Bradbury	Natural Cambridgeshire (Nene Park Trust)
Peter Landshoff	Natural Cambridgeshire

1. Welcome and Introductions

SK introduced the meeting, noting that the aim is to share where GCSP are in the plan making processes (Local Plan and North East Cambridge Area Action Plan (North East Cambridge Area Action Plan)) and to consider the potential strategic cross-boundary matters to be discussed with attendees over the next few years (subject to the implications of the Planning White Paper).

2. Greater Cambridge Local Plan overview Overall programme

CH gave an overview of the Greater Cambridge Local Plan and North East Cambridge Area Action Plan, including:

- explaining the plans' current status and next steps.
- Providing a brief overview of the Issues and Options consultation representations and call for sites which were published recently.
- Explaining the timeline for both plans (a revised timetable was agreed with members in summer 2020) and the possibility to merge the plans given the similarity in timescale and recommendations of the White Paper.
- Noting that there will be further consultation in Autumn/winter 2020 when strategic options and initial findings from some of the evidence bases will be shared with stakeholders and the Local Plan Advisory Board. Further Duty to Cooperate meetings will be held at this stage.

SK asked for questions or comments – no comments made.

3. Approach to engagement regarding Duty to Cooperate

SM provided a summary of the Proposed approach to Duty to Cooperate for the local plan and North East Cambridge, referring to the Greater Cambridge Local

Plan: Duty to Cooperate & Statement of Common Ground proposed approach document, and North East Cambridge Area Action Plan – draft plan consultation: Duty to Cooperate Position Statement, which had been shared with all attendees ahead of the meeting.

SK asked for questions or comments – no comments made.

4. Discussion of strategic matters

CH provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion and questions included the following points:

Key worker housing needs

Queried if housing evidence base picked up key worker housing needs, noting that this is a key issue for the NHS in Cambridge in supporting retention of staff.

Noted that this would be confirmed outside of the meeting.

Noted that to meet climate change goals we will need to consider allocations differently in the future. To reduce trips/movement of people, there may be a need for allocations to be very specific – to a particular type of employment or type/tenure of housing.

Freight

Noted that freight is an important transport issue for Greater Cambridge given its relationship with the east coast and London.

Strategy

Noted that discussion about spreading growth beyond Greater Cambridge, as discussed by the Cambridgeshire & Peterborough Independent Economic Review, may be an issue to discuss with neighbours as the Local Plan is progressed.

Delivering the Doubling Nature ambition

Queried what opportunity we have to adopt the "Doubling Nature" approach to planning as advocated by Natural Cambridgeshire, its partners and the Combined Authority and some Districts.

Noted that both councils have declared biodiversity emergencies. The Green Infrastructure study, which is part of the evidence base work for the emerging local plan, is looking at doubling nature implications. GCSP is seeking to understand benefit of enhancements and expansions of existing green network. This is a consideration that also connects to other evidence bases in preparation including for example landscape and Green Belt.

Impact of rising sea levels

Queried about the impact of rising sea levels on the fens' ability to discharge into sea without the need for pumping.

Noted that this is regional issue requiring partnership working.

Shared infrastructure issues

Noted that neighbouring county councils are open to future conversation about shared infrastructure cross boundary issues.

Standard Method and growth implications

Queried the implication of the autumn 2020 Standard Methodology consultation proposals for Greater Cambridge, and the potential that Greater Cambridge might set a figure higher than the Standard Methodology.

Noted that spatial planning for the Ox-Cam Arc as a whole is being looked at nationally, with consideration being given to issues related to growing above the standard method minimum requirement.

Noted that GCSP is currently trying to understand evidence including the economic performance of Greater Cambridge and its implication for housing and employment.

Health infrastructure provision

Noted that NHS demand modelling is normally done at an East of England level, albeit there is a lot of crossover with the OxCam arc. The type of development proposed, for example extra care housing, has an implication for infrastructure planning. The NHS is trying to use modelling to better feedback into planning processes, particularly in Cambridge/Peterborough.

Noted that Covid has caused a reduction in use of primary care facilities. This may result in the need to change how the NHS delivers primary care. There may be a focus on moving diagnostics to a community level. Large acute trust work and specialist care needs to be done at a regional level for economies of care. Addenbrookes plays a vital role in regional care.

Historic Landscape Characterisation

Queried whether GCSP is planning to do any evidence base work in relation to Historic Landscape Characterisation – this is a longstanding Historic England recommendation. Noted that GCSP has not yet committed to this work but is open to discussing further.

Noted that GCSP is keen to consider landscape improvement and is looking for positive opportunities for landscape restoration.

5. AOB

SK made closing comments, noting the need to continue to meet and work together over the course of preparing the Local Plan and North East CambridgeArea Action Plan.

DtC 2nd Roundtable, Wednesday 2nd December, 2-3.30pm via Teams



Greater Cambridge Local Plan duty to cooperate second roundtable officer meeting

Wednesday 2nd December 2020, 2 - 3.30pm, via Teams

Attending

Name	Organisation
Stephen Kelly (SK)	Greater Cambridge Shared Planning (GCSP)
Caroline Hunt (CH)	Greater Cambridge Shared Planning (GCSP)
Jonathan Dixon (JD)	Greater Cambridge Shared Planning (GCSP)
Stuart Morris	Greater Cambridge Shared Planning (GCSP)
Nadeem Din	Greater Cambridge Shared Planning (GCSP)
Mairead O'Sullivan	Greater Cambridge Shared Planning (GCSP)
Claire Spencer	Greater Cambridge Shared Planning (GCSP)
Adrian Cannard (AC)	Cambridgeshire and Peterborough Combined Authority
Juliet Richardson (JR)	Cambridgeshire County Council
Fitzsimons Colum	Cambridgeshire County Council
Richard Kay (RK)	East Cambridgeshire District Council / Peterborough /Fenland District Council
Clara Kerr	Huntingdonshire District Council
Clare Bond	Huntingdonshire District Council
Emma Wood	National Highways
Katie Gosling	NHS England
Cath Bicknell (CB)	Suffolk County Council
Ben Bowles	Hertfordshire County Council
Marie Smith (MS)	West Suffolk Council
Clare Skeels	North Hertfordshire District Council
Janet Nuttall	Natural England

Apologies: Lynsey Hillman-Gamble (Central Bedfordshire Council), Andrew Maxted (Central Bedfordshire Council), Chris Swain (Environment Agency) and Debbie Mack (Historic England)

1. Welcome and Introductions

SK introduced the meeting, noting that the aim is to share where GCSP are in the plan making processes and to provide a summary of some of the evidence base data which has been published.

2. Notes of initial roundtable (22nd September 2020)

SK asked for comments on the notes – no comments raised.

3. Greater Cambridge Local Plan overview of strategic options and key findings

CH provided an update of where GCSP are in the plan making process, noting the publication of call for sites and issues and options representations in September 2020 and the publication of initial evidence base findings in November 2020.

There is ongoing stakeholder engagement on the initial evidence base findings. This is an informal stage in the plan making process ahead of preferred option in Summer/Autumn 2021. The longer plan making process is due to members' desire to engage with stakeholders as part of the process. There is also ongoing Duty to cooperate engagement on the North East Cambridge Area Action Plan. Consultants have been commissioned on a range of evidence bases. There are three growth options:

- Minimum (Based on standard methodology and the jobs it would support)
- Medium (Based on jobs forecasting of most likely outcome and assumes housing for additional jobs over those supported by the standard method minimum would be delivered outside GC on existing commuting patterns)
- Maximum (Based on higher amount of job growth and assumes GC would accommodate all housing for additional jobs over those supported by the standard method minimum)

Currently no decision has been made on amount of growth or distribution of growth for the Local Plan, including whether or not Greater Cambridge considers there might be a case for discussing with neighbouring authorities whether or not they may be willing to take some of the additional housing if the medium or maximum growth level option were identified. In that regard, neighbouring districts are not being asked for their views on any of the options at this stage. However, sensitivity testing on this issue is presented for transparency. All data is pre-COVID.

JD presented some of the initial evidence which was published, focusing on three of the studies.

- The zero-carbon study was commissioned as both councils have declared climate change emergencies. It looked at carbon associated with dwellings

from construction, that actively used during the life of the house and that arising from transport associated with those that live in the homes. It found that it is possible to deal with construction and active use through renewables and off-setting, but that the greatest proportion of carbon emissions are associated with transport, which depends on location of development.

- The Integrated Water Management study identified challenges in providing water supply to meet the higher growth options. This relates to the capacity of the chalk aquifer which is the primary source of water in GC. There is a need to balance water supply by being more efficient in how we use water as well as working with water companies. The minimum growth option could be accommodated, but the maximum growth option is considered a 'deal breaker'. It will be possible to accommodate further growth in GC with a regional solution but the timeline for this assuming normal regulatory processes is incompatible with the emerging local plan.
- The housing delivery study looks at whether the housing numbers proposed in the growth level options can be delivered. It highlights the need to have short, medium and long-term sites. The minimum and medium options are deliverable but the maximum growth option would require faster build out of sites, which is not realistic without some form of intervention.
- The issues and options consultation identified 6 strategic options. 2 further options were subsequently identified for testing: a southern cluster and a western cluster. All 8 options were tested against the three growth level options meaning there were a total of 24 strategic options. The preferred option is likely to be a blend of these options, but testing of different focuses for growth was helpful in understanding the opportunities and challenges of the different options and it also illustrated that not all options could accommodate the higher growth levels.
- The Green Infrastructure evidence found opportunities and challenges associated with all options.
- The Wellbeing and Equality evidence identified differing impacts of the options, in particular relating to the rurality of South Cambridgeshire and inequality in Cambridge City.
- The Employment Land Review found a strong supply of employment land in GC, but with a shortage of small warehousing (for online shopping deliveries) and wet labs.
- Transport modelling has only been done on the maximum growth options so far. Sensitivity testing to follow will include considering the medium and minimum options, as well as the impact of East West Rail and the CAM and also the implications of full build out of large strategic sites that would build out beyond the plan period.
- The Infrastructure Delivery Plan work completed to date is high level, and as such does not provide definitive commentary for any option or growth level

- The Viability Evidence base work completed to date is also high level, and as such does not provide definitive commentary for any option or growth level.

4. Q & A / discussion

Questions/discussion included the following points:

- Colleagues from neighbouring districts indicated their desire to address the points raised during the presentation within the planned programme of bilateral and trilateral meetings rather than making comment at the roundtable.
- JR noted that at a district level Greater Cambridge Partnership and the Combined Authority transport programmes have the most influence on future connectivity.
- AC queried the assumptions made on commuting patterns and highlighted the importance of including CAM and other Combined Authority projects in testing.
- CB noted it would be useful to explore EWR and CAM in the trilateral meeting with transport colleagues
- SK noted that government ambitions for the OxCam Arc impact on Greater Cambridge as well as Local Authority areas to the west
- CH noted that in previous bilateral meetings some of the surrounding Local Authorities to GC had raised an interest in being involved in transport modelling
- MS noted that West Suffolk would like to be involved in any future work testing transport assumptions, noting that West Suffolk are also beginning this process with their plan making.

5. Recap of Duty to Cooperate process to date, and considerations moving forward

CH noted that there is more evidence to come. GCSP will be engaging in bilateral and trilateral meetings with attendees over the coming weeks. The preferred option consultation in summer/autumn 2021 will be the next stage for comprehensive Duty to Cooperate engagement, although GCSP is open to ongoing engagement with partner organisations as required. Requested those present shared their reflections on Greater Cambridge's approach to the Duty to Cooperate engagement process to date.

6. AOB

No other business.

Appendix 2: Minutes of bilateral duty to cooperate meetings

Neighbouring Local Planning Authorities and County Councils:

Huntingdonshire District Council



Greater Cambridge Local Plan duty to cooperate scoping meeting:
Huntingdonshire District Council (HDC)

Tuesday 8th September 2020 15:30-17:00, via Teams

Attending

Name	Organisation
Caroline Hunt, Strategy & Economy Manager (Chair, CH)	Greater Cambridge Shared Planning (GCSP)
Stuart Morris, Principal Policy Officer (SM)	Greater Cambridge Shared Planning (GCSP)
Mairead O'Sullivan, Senior Planning Officer (MO)	Greater Cambridge Shared Planning (GCSP)
Clara Kerr (CK) Service Manager	Huntingdonshire District Council (HDC)
Frances Schulz (FS), Senior Planning Officer	Huntingdonshire District Council (HDC)
Clare Bond (CB), Planning Policy Manager	Huntingdonshire District Council (HDC)

Meeting summary

Key discussion points

- Noted: no substantive cross-boundary matters have been identified for discussion at this point, prior to publication of evidence in autumn 2020.

Actions

Action	Lead
Confirm with respective Chief execs to understand if they are happy with the approach of Leaders Meeting in relation to Duty to Cooperate	HDC/GCSP

1. Introductions

CH introduced the purpose of the meeting, including the following points:

- The meeting was intended to share Greater Cambridge's proposed approach to engaging with Huntingdonshire District Council under the Duty to Cooperate and in relation to one or more Statements of Common Ground, and to identify the strategic cross-boundary matters requiring further engagement between the two authorities.
- CH asked if attendees from Huntingdonshire were happy with the proposed agenda. This was confirmed and the meeting proceeded.

2. Respective work programmes

Greater Cambridge work programme

CH provided a summary of the current programme for the Greater Cambridge Local Plan, including the following points:

- On 15th September, the Councils will publish submissions to date to the Call for Sites, as well as responses to the First Conversation consultation.
- In October/November, the non-statutory member group (Joint Local Planning Advisory Group) will meet to consider in public initial findings on a wide range of baseline evidence and consideration of strategic growth and spatial options. No decisions on preferred options will be taken at this point. The strategic options are not site specific.
- In late 2020, focused stakeholder engagement will take place to consider the baseline evidence and strategic growth and spatial options.
- In summer 2021, public consultation will take place on a Preferred Option
- A first Duty to Cooperate roundtable has been set for 22nd September, alongside initial bilateral meetings such as this one. It is intended to have a further round of DtC meetings alongside stakeholder engagement in the Autumn. It has not been determined yet what level these meetings will take place at. i.e. whether at officer level or whether members will be included.
- In relation to the current Planning White Paper proposals, the Councils have decided to continue with its previously agreed Local Plan programme for now,

on the basis that the current stage of work focuses on growth levels and strategy options, which will in great part be relevant whatever new planning regime may be agreed. A particular uncertainty is whether Councils will be given a housing target, and what that might be.

Huntingdonshire work programme

CK confirmed the following points:

- HDC will need to take North East Cambridge AAP proposals to their portfolio holder to provide formal feedback.
- HDC have no current intention to commence a new Local Plan.
- Latest Five year Housing Land supply is 5.6 years and likely to improve this year. HDC passed the housing delivery test.
- HDC will watch the White Paper as it develops to see what will be required in future in terms of plan making.

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SM provided an overview of the Greater Cambridge proposed approach to Duty to Cooperate and Statement of Common Ground, drawing on sections 2-6 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document shared with the agenda, including the following points:

- Notwithstanding White Paper proposals, there is a distinction between statutory Duty to Cooperate and requirements for a Statement of Common Ground as set out in national policy. The Proposed Approach document seeks to account for this differentiation in an appropriate way.
- It is intended to produce a Duty to Cooperate Statement of Compliance to providing an audit trail showing how the Duty has been addressed, and separately, one or more Statements of Common Ground at key stages as the outcome of the Duty to Cooperate process undertaken.
- Noted that notes from meetings such as this one will be set out in the appendix to the Duty to Cooperate Statement of Compliance.
- There were no comments from HDC at this stage

Strategic geography- Greater Cambridge:

SM introduced the proposed strategic geography for a Statement of Common Ground as set out in section 6.1 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion included the following points:

- CB raised need to acknowledge wider area for G&T matters which covers a wider area. SM noted that if there was a need for a wider area for one particular topic this would be possible and GCSP are open to that approach.

Parties involved:

SM summarised the proposed parties involved for a Statement of Common Ground as set out in section 6.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion included the following points:

- Noted that, as set out at 6.3.2 of the Proposed Approach document, the Councils will engage with non-statutory bodies including by sharing the Duty to Cooperate and Statement of Common Ground Proposed Approach document with such bodies for comment.

Governance arrangements

SM summarised the proposed approach to governance arrangements for a Statement of Common Ground as set out in section 6.4 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, expanding on the following points:

- Noted that for initial meetings such as this the Councils are holding officer discussions.
- Noted the intention to involve members in Duty to Cooperate discussions alongside the stakeholder engagement later in 2020.
- SM asked HDC colleagues which HDC members should be involved in Duty to Cooperate discussions and asked how best to engage.

Discussion included the following points:

- There is an existing relationship between the leaders of SCDC and HDC which presents an opportunity to engage at leader level.
- Need to consider how member sign off will work as this will be difficult in terms of timings

Action	Lead
Confirm with respective Chief execs to understand if they are happy with the approach of Leaders Meeting in relation to Duty to Cooperate	HDC/GCSP

4. Discussion of potential strategic matters

SM provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, noting in particular:

- for most matters no current substantive issues have to date been identified, and that substantive discussion would likely begin following publication of baseline evidence and assessment of strategic options later in the autumn.
- Further discussion of these matters will take place at the initial round table meeting taking place on 22nd September.
- The opportunity is also open to send comments via email on the Duty to Cooperate and Statement of Common Ground Proposed Approach document by 2nd October.

The introduction to specific strategic matters and discussion regarding them included the following points:

- **Strategy:** CH noted that, as set out at 2.1.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, testing of strategic options for the new Local Plan will need to include consideration of the role that land in the Cambridge Green Belt could play in a sustainable development strategy. A particular consideration is whether any exceptional circumstances exist that would necessitate a review of the defined Green Belt boundaries as part of the strategy for the new Local Plan. Therefore, in line with paragraph 137 of the National Planning Policy Framework, and without prejudging the outcome of the testing of reasonable options, at this early stage in the plan-making process the Councils are highlighting to Uttlesford and other neighbouring authorities that they may be obliged to raise at an appropriate point in the plan-making process their in-principle view on taking any unmet needs from Greater Cambridge, in order to inform consideration of any amendments to the Green Belt. Noted that the next round of engagement in the autumn will provide opportunity for more meaningful discussion on this issue, in the light of baseline evidence. Confirmed that this is only a procedural point at this stage in the process, and that the Councils have no current intention to make a firm request to any neighbouring authority to take any objectively assessed needs arising in Greater Cambridge.
 - CK – queried whether CPIER would be used as an evidence base.
 - CH noted GCSP have commissioned an independent assessment of jobs growth rather than using CPIER as starting point. This will look at jobs growth and potential housing implications. We will compare findings with CPIER. CPIER not considered adequately robust as an evidence base. Evidence will be published in Oct/Nov.

- **Gypsy and Traveller accommodation needs:** SM noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with HDC and other neighbours. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Transport:** SM noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with HDC at the moment. Transport modelling of the strategic spatial options may generate substantive points for discussion.
- **Wildlife habitats, green infrastructure and landscape:** SM green infrastructure base and landscape character assessment base being considered as part of evidence base. GCSP have already contacted HDC about Green Infrastructure study. Noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with HDC at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise. FS noted that we should make this clear in the text. GI study will pick up implications on high level designated wildlife sites.
- **Water:** SM noted that water supply and quality in particular is a high priority for GCSP. No substantive evidence yet but will work through impacts as evidence emerges
- **Energy, carbon offsetting and renewable energy generation:** SM noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with HDC at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Social, health and community infrastructure:** SM noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with HDC at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Strategic developments on the boundary of Greater Cambridge:** SM noted that the Call for Sites is being published on 15th September. No assessment of these sites has yet been completed.

5. AOB, including confirmation of next meeting/point of engagement

Discussion included the following points:

- Nothing further from HDC this point. HDC Officers will inform members of high-level discussion. Timeline provided by GCSP is useful. Will provide a formal response on NECAAP once agreed by members.
- Next meeting to be in autumn probably November or December.

East Cambridgeshire District Council



Greater Cambridge Local Plan duty to cooperate scoping meeting: East Cambridgeshire District Council

Friday 25th September 2020 10:00-11:30, via Teams

Attending

Name	Organisation
Stephen Kelly, Joint Director of Planning & Economic Development (SK)	Greater Cambridge Shared Planning (GCSP)
Jonathan Dixon, Planning Policy Manager (JD)	Greater Cambridge Planning Service (GCPS)
Stuart Morris, Principal Policy Officer (SM)	Greater Cambridge Planning Service (GCPS)
Claire Spencer, Senior Policy Officer (CS)	Greater Cambridge Planning Service (GCPS)
Richard Kay, Planning Policy Manager (RK)	East Cambridgeshire District Council (ECDC)

Meeting summary

Key discussion points

- Noted: that ECDC resources are limited and Duty to Cooperate engagement would be high level with a focus on any issues that may impact on ECDC
- Agreed: need to ensure alignment of approach to Cambridge Green Belt where it extends into East Cambridgeshire.

Actions

Action	Lead
Provide an update on the scope of the East Cambridgeshire Local Plan following the Full Council meeting in October.	RK
Share Green Belt methodology with ECDC, and invite ECDC to a meeting with the Green Belt Study consultants.	GCSP

Action	Lead
Share a link to the JLPAG report when it is published (anticipated end Oct / early Nov).	GCSP
Provide any further comments on the proposed approach to Duty to Cooperate by email	RK

1. Introductions

SK introduced the purpose of the meeting, including the following points:

- The meeting was intended to share Greater Cambridge's proposed approach to engaging with East Cambridgeshire District Council under the Duty to Cooperate and in relation to one or more Statements of Common Ground, and to identify the strategic cross-boundary matters requiring further engagement between the two authorities.
- SK asked if the attendee from East Cambridgeshire were happy with the proposed agenda. This was confirmed and the meeting proceeded.

2. Respective work programmes

Greater Cambridge work programme

SM noted that RK had attended the Duty to Cooperate roundtable on 22nd September, where the current Greater Cambridge work programme had been explained. He asked RK if he had further questions on this.

Discussion included the following points:

- RK noted that it is a long programme and that much can change (nationally and locally) in that period but that was not an issue for ECDC.
- SK commented that work is being front loaded in the next year in terms of determining levels and distribution of growth and that there are a number of other challenges such as the delivery of necessary infrastructure (including Cambridge Autonomous Metro) over the longer-term and in terms of delivering North East Cambridge which is subject to a Development Consent Order process for the relocation of the Waste Water Treatment Works, which are outside the Councils' control.

East Cambridgeshire work programme

RK provided some background for the review of the adopted East Cambridgeshire Local Plan (2015) including:

- a paper would be reported to Full Council in October 2020 to seek agreement on the scope of the review. Due to uncertainties at the national level (recent consultations on Planning White Paper and changes to the current planning system)
- it is anticipated a partial review would be undertaken to update local housing needs.

Action	Lead
Provide an update on the scope of the East Cambridgeshire Local Plan following the Full Council meeting in October.	RK

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SM noted that RK had attended the Duty to Cooperate roundtable on 22nd September, where the proposed approach to Duty to Cooperate and Statement of Common Ground had been explained, and summarised sections 3-6 of the proposed approach.

There were no specific comments on the proposed approach from ECDC at this stage.

Discussion included the following points:

- RK stated that resources are extremely limited and engagement would be high level with a focus on any issues that may impact on ECDC, including matters such as Green Belt review, the level and distribution of growth, potential impact on infrastructure, and any site allocations on/close to the district boundary.
- In relation to governance, RK reported that ECDC have a small administration and do not have Member champions (portfolio holders). Issues are reported to the Leader in the first instance. The Leader sits on the Combined Authority Board.

4. Discussion of potential strategic matters

SM provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, noting in particular:

- For most matters no current substantive issues have to date been identified, and that substantive discussion would likely begin following publication of baseline evidence and assessment of strategic options later in the autumn.
- The opportunity is also open to send comments via email on the Duty to Cooperate and Statement of Common Ground Proposed Approach document by 2nd October.

The introduction to specific strategic matters and discussion regarding them included the following points:

Strategy:

- SM noted that National planning policy explicitly identifies the meeting of development needs as a strategic matter, including the implications of potential employment and housing growth levels and strategy choices, and whether neighbouring authorities are likely to need to ask Greater Cambridge to take any unmet housing or employment needs.
- RK commented that ECDC were working on the assumption that GCSP wouldn't be asking ECDC to take any growth.
- There followed a discussion about the Combined Authority's CPER report and doubling GVA ambition, OxCam Arc ambitions, local and national infrastructure proposals and the spatial implications of that for Local Plans in Cambridgeshire & Peterborough.
- SK noted that there are ongoing discussions concerning growth in the OxCam corridor and this will be a further consideration for GCSP in understanding the level of growth and potential infrastructure investment.

Natural environment:

- JD commented that a Green Belt Study was underway and that ECDC will be consulted on the methodology (alongside other Duty to Cooperate bodies). A discussion followed in which RK outlined that a small part of the Green Belt falls within ECDC's district and the work should be joined up. Concern was expressed that the study may be seen to reviewing the land within ECDC without their consent and may pre-determine what ECDC should do with the Green Belt land within their district. The concern was acknowledged and there was agreement to share the methodology and set up a meeting with the consultants.

Action	Lead
Share Green Belt methodology with ECDC, and invite ECDC to a meeting with the Green Belt Study consultants.	GCSP

- RK commented that ECDC's administration is interested in strategic scale Green Infrastructure and doubling nature and is keen to explore opportunities for delivery (an example being the ambitious vision and plans to expand Wicken Fen). However, he was disappointed that there was no plan to update the Cambridgeshire wide Green Infrastructure strategy. SK noted that this is also an area of keen interest to GCSP's administration - if ECDC are now doing work consideration is needed how to integrate.
- There was further discussion about whether there may be appetite for a wider strategy with more focus on delivering the vision for nature. It need not be a formal planning document but something high-profile that the local authorities could sign-up to. There may be overlap with the Doubling Nature Investment Plan (DNIP), which addresses funding and delivery, but does not provide enough detail on some aspects such as securing developer contributions and/or off-setting. The Combined Authority are already signed up to the DNIP and cover the right geographical area and

therefore be an appropriate mechanism to take this forward with the Local Nature Partnership.

Climate Change:

- RK questioned how GSCP were approaching preparation of a net zero plan and issues such as renewable energy off-setting. ECDC are already likely to be carbon neutral through generating energy from photovoltaics and straw burning. It was suggested that ECDC would be unlikely to close the door to off-setting within its boundary.
- SK noted that GCSP are doing some work at moment looking at climate implications of growth to inform options.

Action	Lead
Share a link to the JLPAG report when it is published (anticipated end Oct / early Nov).	GCSP

5. AOB, including confirmation of next meeting/point of engagement

Discussion included the following points:

- SM suggested the NEC position statement may have cross boundary issues, for example in terms of transport (trip budget) and asked whether ECDC had any comments.
- SM asked for ECDC to share any further comments on the documents by email.
- Next meeting to be in autumn probably November or December.

Action	Lead
Provide any further comments on the proposed approach to Duty to Cooperate by email	RK

Note: Declined meeting for 2nd round engagement.

Central Bedfordshire Council



Greater Cambridge Local Plan duty to cooperate scoping meeting:
Central Bedfordshire Council

Wednesday 14th October 2020 10:30-11:40, via Teams

Attending

Name	Organisation
Caroline Hunt, Strategy & Economy Manager (Chair, CH)	Greater Cambridge Shared Planning (GCSP)
Stuart Morris, Principal Policy Officer (SM)	Greater Cambridge Shared Planning (GCSP)
Mairead O'Sullivan, Senior Planning Officer (MO)	Greater Cambridge Shared Planning (GCSP)
Julian Sykes, Principal Planning Officer (Project Manager) (JS)	Greater Cambridge Shared Planning (GCSP)
Andrew Maxted, Planning Policy Manager (AM)	Central Bedfordshire Council (CBC)
Lynsey Hillman-Gamble, Strategic Planning Partnership Manager (LHG)	Central Bedfordshire Council (CBC)

Meeting summary

Key discussion points

- Noted: Until CBC finish examination and adopt their emerging local plan in 2021, there is a lot of uncertainty from a Central Bedfordshire perspective

Actions

Action	Lead
Send confirmed response regarding NECAAP to GCSP	CBC

1. Introductions

CH introduced the purpose of the meeting noting that we have previously met AM at the roundtable. There will be a duplication of information from the roundtable meeting but as LHG was unable to attend, this may be beneficial.

2. Respective work programmes

Greater Cambridge work programme

CH provided a summary of the current programme for the Greater Cambridge Local Plan, including the following points:

- On 15th September, the Councils published submissions to date to the Call for Sites, as well as responses to the First Conversation consultation.
- In November (date TBC), the non-statutory member group (Joint Local Planning Advisory Group) will meet to consider in public initial findings on a wide range of baseline evidence and consideration of strategic growth and spatial options. No decisions on preferred options will be taken at this point. The strategic options are not site specific.
- In late 2020, focused stakeholder engagement will take place to consider the baseline evidence and strategic growth and spatial options.
- In summer 2021, public consultation will take place on a Preferred Option. This is an extra stage which has come out of a revised timetable which seeks to frontload engagement.
- A first Duty to Cooperate roundtable meeting took place on 22nd September. A series of bilateral meetings such as this one have been ongoing since the beginning of September. It is intended to have a further round of Duty to Cooperate meetings alongside stakeholder engagement before Christmas. It has not been determined yet what level these meetings will take place at. i.e. whether at officer level or whether members will be included.
- An overview of the NEC AAP area and what we are seeking to achieve including the relocation of the wastewater treatment plant and redevelopment of the site for housing and employment. We will cover any strategic issues for both NEC and the Local Plan later in the meeting.
- In relation to the current Planning White Paper proposals, the Councils have decided to continue with its previously agreed Local Plan program for now, on the basis that the current stage of work focuses on growth levels and strategy options, which will in great part be relevant whatever new planning regime may be agreed.

Discussion included the following points:

- LHG noted that a response to the NECAAP has been drafted by CBC but has not yet been sent. The response is generally supportive. LGH will get this signed off and sent today. CH agreed this could be accepted as a late rep.

Action	Lead
Send confirmed response regarding NECAAP to GCSP	CBC

Central Bedfordshire Council work programme

LHG provided a summary of the current programme for the Central Bedfordshire Local Plan, including the following points:

- CBC submitted draft plan in March 18. Hearings took place between May and July 19.
- Inspector provided a letter in September 2019 identifying issues with the SA and some strategic sites; chiefly that they could not see the audit trail. CBC did further work and re-presented the information in a more logical form.

- There was a recent consultation which ended in August 2020. The information from this consultation was sent to PINS and CBC are currently awaiting dates for further hearings; hoping to have these by the end of the year.
- Current plan commits to early review, within 6 months of adoption, as awaiting decisions on strategic issues such as east west rail.

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SM provided an overview of the Greater Cambridge proposed approach to Duty to Cooperate and Statement of Common Ground, drawing on sections 2-6 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document shared with the agenda, including the following points:

- Notwithstanding White Paper proposals, there is a distinction between statutory Duty to Cooperate and requirements for a Statement of Common Ground as set out in national policy. The Proposed Approach document seeks to account for this differentiation in an appropriate way.
- It is intended to produce a Duty to Cooperate Statement of Compliance to providing an audit trail showing how the Duty has been addressed, and separately, one or more Statements of Common Ground at key stages as the outcome of the Duty to Cooperate process undertaken.
- Noted that notes from meetings such as this one will be set out in the appendix to the Duty to Cooperate Statement of Compliance.

Discussion included the following points:

- LHG agreed that the proposed GC Duty to Cooperate approach makes sense and is similar to the approach by CBC on their emerging local plan. The Inspectors have not raised any concerns with CBC approach.
- AM stated that CBC will discuss strategic issues when they become relevant. Until CBC finish examination and adopt their emerging local plan in 2021, there is a lot of uncertainty from a Central Bedfordshire perspective (as well as with the white paper/new method).

Strategic geography: Greater Cambridge:

SM introduced the proposed strategic geography for a Statement of Common Ground as set out in section 6.1 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion: No comments

Parties involved:

SM summarised the proposed parties involved for a Statement of Common Ground as set out in section 6.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion: No comments

Governance arrangements:

SM summarised the proposed approach to governance arrangements for a Statement of Common Ground as set out in section 6.4 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, expanding on the following points:

- Noted need to agree who will be involved in future discussions
- Queried if CBC had an issues with sign off of DTC

Discussion included the following points:

My apologies – we didn't record any confirmation of the relevant CBC members to be involved in Duty to Cooperate discussion – we'd be grateful if you could confirm this.

- LHG – Members and officers were involved as part of the whole DtC process so members were engaged throughout. The portfolio holder for planning would be involved in sign off as well as the head of planning.
- CH – first round of bilateral meetings and roundtable are just at officer level but at future stages we are open to member involvement. This will be different for different Local Authorities and other bodies. Queried when the appropriate time to involve members in discussions with CBC
- AM – if legal requirement to engaged is removed it may make it more difficult to get councils to sign up for it.
- LHG – Queried if CBC would be able to agree any meeting notes ahead of publication. SM confirmed that meeting notes would be agreed before publication.

4. Discussion of potential strategic matters

SM provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, noting in particular that for most matters no current substantive issues have to date been identified, and that substantive discussion would likely begin following publication of baseline evidence and assessment of strategic options later in the autumn.

The introduction to specific strategic matters and discussion regarding them included the following points:

- **Strategy:**
 - SM noted details from the evidence bases, including employment evidence, will be published in November. Consideration of release of Green Belt will be an important matter which will be informed by the evidence base work.

Discussion: CH noted that, as set out at 2.1.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document,

testing of strategic options for the new Local Plan will need to include consideration of the role that land in the Cambridge Green Belt could play in a sustainable development strategy. A particular consideration is whether any exceptional circumstances exist that would necessitate a review of the defined Green Belt boundaries as part of the strategy for the new Local Plan. Therefore, in line with paragraph 137 of the National Planning Policy Framework, and without prejudging the outcome of the testing of reasonable options, at this early stage in the plan-making process the Councils are highlighting to neighbouring authorities that they may be obliged to raise at an appropriate point in the plan-making process their in-principle view on taking any unmet needs from Greater Cambridge, in order to inform consideration of any amendments to the Green Belt. Noted that the next round of engagement in the autumn will provide opportunity for more meaningful discussion on this issue, in the light of baseline evidence. Confirmed that this is only a procedural point at this stage in the process, and that the Councils have no current intention to make a firm request to any neighbouring authority to take any objectively assessed needs arising in Greater Cambridge.

- **Gypsy and Traveller accommodation needs:** No evidence to present yet. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Transport:** SM noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with CBC at the moment. Transport modelling of the strategic spatial options may generate substantive points for discussion.

Discussion: LHG noted the preferred route option for East West Rail has been announced and once routes are determined there will be a need to review if they open up areas for development

- CH stated that the new station at Cambourne is a key issue for GC. The Councils will need to have certainty of delivery, including timescale, before devising a strategy around it.
- **Wildlife habitats, green infrastructure and landscape:** SM - green infrastructure base and landscape character assessment base being considered as part of evidence base. Noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with CBC. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Water:** SM noted that water supply and quality is a high priority for GCSP. No substantive evidence yet but will work through impacts as evidence emerges
- **Energy, carbon offsetting and renewable energy generation:** SM noted that GCSP is not currently aware of any substantive cross-boundary matters

for discussion with CBC at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.

- **Social, health and community infrastructure:** SM noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with CBC at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise. Need to revise text to be clearer on the cross-boundary education matters such as post 16 education in Cambridge and village colleges.
 - **Strategic developments on the boundary of Greater Cambridge:**
 - GCSP is not aware of significant proposals near boundary with CBC at the moment but will consider these when appropriate once we begin to allocate. Advised all neighbours when we published call for sites last month. All info published online in mid-September
- Discussion: CH outlined that GC are doing scoping work to determine if other sites not submitted as part of the call for sites should be tested and GC will then do housing and land assessment work. The current work is non site specific.
- SM shared the published map of sites submitted to the Local Plan process, highlighting mainly Cambourne and Papworth as focus for call for sites submissions.
 - NEC was not covered – asked CBC to review NEC DtC documents and to feedback any comments. We can discuss NEC at the next meeting or an informal discussion before then if necessary.

5. AOB, including confirmation of next meeting/point of engagement

CH confirmed that GCSP would invite CBC to a further Duty to Cooperate roundtable and bilateral meeting following publication of substantive evidence in November.

North Hertfordshire District Council

Note: No meeting held in first round of bilaterals, deferred at request of NHDC. See engagement for second round under joint notes with Hertfordshire County Council.

West Suffolk Council & Suffolk County Council



Greater Cambridge Local Plan duty to cooperate scoping meeting:
West Suffolk Council (WSC) and Suffolk County Council (SCC)

Wed 21st October 2020 10:00-11:30, via Teams

Attending

Name	Organisation
Caroline Hunt, Strategy & Economy Manager (Chair, CH)	Greater Cambridge Shared Planning (GCSP)
Stuart Morris, Principal Policy Officer (SM)	Greater Cambridge Shared Planning (GCSP)
Julie Baird, Director Growth (JB)	West Suffolk Council (WSC)
Marie Smith, Planning Policy Manager (MS)	West Suffolk Council (WSC)
Sara Noonan, Principal Economic Development Officer (SN)	West Suffolk Council (WSC)
Cath Bicknell, Planning Strategy Manager (CB)	Suffolk County Council (SCC)
Cameron Clow, Planning Policy Officer (CC)	Suffolk County Council (SCC)
Kerry Allen, Principal Transport Planner (KA)	Suffolk County Council (SCC)

Meeting summary

Key discussion points

- Agreed the benefits of aligning transport modelling assumptions, particularly given that WSC will be undertaking its own transport modelling at a similar time to GCSP. Bringing together Cambridgeshire and Suffolk County Councils alongside GCSP could be a helpful way to do this.

Actions

No identified actions.

1. Introductions

2. Respective work programmes

Greater Cambridge work programme

CH provided a summary of the current programme for the Greater Cambridge Local Plan, including the following points:

- On 15th September, the Councils published submissions to date to the Call for Sites, as well as responses to the First Conversation consultation.
- In late November, the non-statutory member group (Joint Local Planning Advisory Group) will meet to consider in public initial findings on a wide range of baseline evidence and consideration of strategic growth and spatial options. No decisions on preferred options will be taken at this point.
- In December, focused stakeholder engagement will take place to consider the baseline evidence and strategic growth and spatial options.
- In summer 2021, public consultation will take place on a Preferred Option
- A first Duty to Cooperate roundtable was held on 22nd September, alongside initial bilateral meetings such as this one. It is intended to have a further round of DtC meetings alongside stakeholder engagement.

Discussion included the following points:

- Noted that Local Plan preparation will include reviewing existing allocations
- Noted the ongoing transport modelling working with Cambridgeshire County Council
- Noted that GCSP have yet to make a decision regarding use of CIL and/or s106 for infrastructure funding supporting the emerging Local Plan.

West Suffolk Council and Suffolk County Council work programme

West Suffolk work programme

MS provided an update regarding the West Suffolk Local Plan, including the following points:

- Local Development Scheme identifies the following programme:
 - Oct 20 for 10 weeks: Issues & Options consultation including growth options and draft settlement hierarchy
 - Sep-Nov 21: preferred options consultation, including a full draft plan, identifying preferred and also 'rejected' options
 - June-July 22: Proposed Submission
 - Nov 22: submission
 - Early 24: adoption
- Noted that evidence is on hold until new year to understand White Paper proposals.

Suffolk County Council work programme

CB, CC and KA provided a summary of SCC's work programme including the following points:

- Local Transport Plan review is due, but is on hold due to Covid
- Suffolk Minerals & Waste Plan was adopted July 2020
- East West Rail Eastern Section work is ongoing, including:
 - Defined objectives of passenger rail frequency Ipswich/Norwich; freight capacity
 - Preparing an interim SOBC: considering benefits, cf. wider strategic rail case. Results due early 2021.
 - Noted need to protect line Newmarket-Cambridge to enable the longer term Eastern Section objectives to be met

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SMo provided an overview of the Greater Cambridge proposed approach to Duty to Cooperate and Statement of Common Ground, drawing on sections 2-6 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document shared with the agenda, including the following points:

- Notwithstanding White Paper proposals, there is a distinction between statutory Duty to Cooperate and requirements for a Statement of Common Ground as set out in national policy. The Proposed Approach document seeks to account for this differentiation in an appropriate way.
- It is intended to produce a Duty to Cooperate Statement of Compliance to providing an audit trail showing how the Duty has been addressed, and separately, one or more Statements of Common Ground at key stages as the outcome of the Duty to Cooperate process undertaken.

Strategic geography: Greater Cambridge:

SMo introduced the proposed strategic geography for a Statement of Common Ground as set out in section 6.1 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion included the following points:

- MS noted that West Suffolk straddles functional geographies and is a member both of Greater Cambridge Greater Peterborough Local Enterprise Partnership, and New Anglia Local Enterprise Partnership.

Parties involved:

SMo summarised the proposed parties involved for a Statement of Common Ground as set out in section 6.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

No comments.

Governance arrangements

SMo summarised the proposed approach to governance arrangements for a Statement of Common Ground as set out in section 6.4 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, expanding on the following points:

- Noted that for initial meetings such as this the Councils are holding officer discussions.
- Noted that GCSP is flexible about when members should be involved in Duty to Cooperate discussions.

Discussion included the following points:

- MS suggested that building in a member engagement programme will be helpful.
- I'm sorry my notes didn't capture if WSC/SCC colleagues confirmed relevant members to be involved. I'd be very grateful if you could provide relevant names.

4. Discussion of potential strategic matters

SMo provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, noting in particular:

- for most matters no current substantive issues have to date been identified, and that substantive discussion would likely begin following publication of baseline evidence and assessment of strategic options later in the autumn.
- The opportunity is also open to send comments via email on the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

The introduction to specific strategic matters and discussion regarding them included the following points:

- **Strategy:** SMO noted that as part of the evidence GCSP are publishing before the JLPAG in October there will be growth levels to inform strategic options. GCSP will need to talk with neighbours about any potential cross-boundary impacts arising.
 - CH noted that, as set out at 2.1.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, testing

of strategic options for the new Local Plan will need to include consideration of the role that land in the Cambridge Green Belt could play in a sustainable development strategy. A particular consideration is whether any exceptional circumstances exist that would necessitate a review of the defined Green Belt boundaries as part of the strategy for the new Local Plan. Therefore, in line with paragraph 137 of the National Planning Policy Framework, and without prejudging the outcome of the testing of reasonable options, at this early stage in the plan-making process the Councils are highlighting to neighbouring authorities that they may be obliged to raise at an appropriate point in the plan-making process their in-principle view on taking any unmet needs from Greater Cambridge, in order to inform consideration of any amendments to the Green Belt. Noted that the next round of engagement in the autumn will provide opportunity for more meaningful discussion on this issue, in the light of baseline evidence. Confirmed that this is only a procedural point at this stage in the process, and that the Councils have no current intention to make a firm request to any neighbouring authority to take any objectively assessed needs arising in Greater Cambridge.

Discussion:

- JB noted that GCSP's employment strategy will be of particular interest to WSC.
 - MS noted that WSC have identified strategy options. Further to this they have commissioned consultants to prepare a strategic growth locations study, considering which options may be achievable.
- **Gypsy and Traveller accommodation needs:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Transport:** SMO noted that:
- GCSP is not currently aware of any substantive cross-boundary matters for discussion. Current transport modelling includes assumptions about committed transport schemes, and sensitivity tests other schemes.
 - Local Plan transport modelling assumptions including those across boundaries are likely to be a key point of discussion for the second round of Duty to Cooperate discussion. GCSP will consider how best to engage with neighbouring authorities on specific transport modelling issues, including whether this could best be done in a single forum. GCSP are flexible on how best to do this.

Discussion:

- Agreed the benefits of aligning transport modelling assumptions, particularly given that WSC will be undertaking its own transport modelling at a similar time to GCSP. Bringing together Cambridgeshire and Suffolk County Councils alongside GCSP could be a helpful way to do this.
- CH noted the outstanding uncertainties relating to the timing and delivery of proposed transport infrastructure schemes in the area.
-
- **Wildlife habitats, green infrastructure and landscape:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Water:** Noted that water supply and quality in particular is a high priority for both councils. Agreed to discuss any relevant specific issues on an ongoing basis.
 - CC noted the importance of seeking betterment of flood risk through development, which could have cross-boundary impacts
- **Energy, carbon offsetting and renewable energy generation:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Social, health and community infrastructure:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.

Discussion:

- JB noted that tourism is a topic of interest for WSC
- CB noted that Further Education colleges may be a cross-boundary strategic matter relevant to between Greater Cambridge and Suffolk
- **Strategic developments on the boundary of Greater Cambridge:** CH noted that there are significant Local Plan call for sites proposals at Linton and Six Mile Bottom, close to the boundary with West Suffolk

5. AOB, including confirmation of next meeting/point of engagement

Discussion under AOB included the following points:

- Suggested to lengthen the meeting slot to 2 hours.

Cambridgeshire County Council



Greater Cambridge Local Plan duty to cooperate scoping meeting:
Cambridgeshire County Council (CCC)

Tuesday 6th October 2020 15:00-16:30, Via Teams

Attending

Name	Organisation
Caroline Hunt, Strategy & Economy Manager (Chair, CH)	Greater Cambridge Shared Planning Service (GCSP)
Stuart Morris, Principal Policy Officer (SM)	Greater Cambridge Shared Planning Service (GCSP)
Mairead O'Sullivan, Senior Planning Officer (MO)	Greater Cambridge Shared Planning Service (GCSP)
Julian Sykes, Principal Planning Officer (Project Manager) (JS)	Greater Cambridge Shared Planning Service (GCSP)
Juliet Richardson, Growth and Development Manager (JR)	Cambridgeshire County Council (CCC)
Colum Fitzsimons, Development and Policy Manager (CF)	Cambridgeshire County Council (CCC)

Meeting summary

Key discussion points

- Noted: in terms of member involvement, CCC have committees rather than a cabinet system to agree council responses to issues. Committees meet every 5-6 weeks and have long lead in times, so there will be a challenge to dovetail GC Local Plan timings with these.
- Noted: the importance of CCC's highways role, as well as its role in providing transport evidence, and the need to continue to engage on this matter in various forums.
- Noted: education for Village Colleges and post-16 education may form a strategic cross boundary matter

Actions

Action	Lead
Share detail about CCC member processes with GCSP	CCC
Collate from relevant CCC colleagues detailed comments on Duty to Cooperate and Statement of Common Ground Proposed Approach document and the NEC AAP Duty to Cooperate Position Statement	CF

1. Introductions

CH introduced the purpose of the meeting, including the following points:

- The meeting was intended to share Greater Cambridge's proposed approach to engaging with Cambridgeshire County Council (CCC) under the Duty to Cooperate and in relation to one or more Statements of Common Ground, and to identify the strategic cross-boundary matters requiring further engagement between the two authorities.

Discussion included the following points:

- Agreed that transport will be a key cross-boundary issue to discuss between GCSP and CCC, given CCC's highway authority role.
- CH – CCC has two roles – as the highway authority and involvement in the evidence base work commissioned through CCC. There is a separation between the two roles. There are a number of different roles which CCC play in the Duty to Cooperate and plan making process.

2. Respective Work Programmes

Greater Cambridge work programme

CH provided a summary of the current programme for the Greater Cambridge Local Plan, including the following points:

- On 15th September, the Councils published the submissions to date to the Call for Sites, as well as responses to the First Conversation consultation.
- Towards the end of 2020, the non-statutory member group (Joint Local Planning Advisory Group (JLPAG)) will meet to consider in public initial findings on a wide range of baseline evidence and consideration of strategic growth and spatial options. No decisions on preferred options will be taken at this point. The strategic options are not site specific.

- In late 2020, focused stakeholder engagement, similar to summer 2019, will take place to consider the baseline evidence and strategic growth and spatial options.
- In summer 2021, public consultation will take place on a Preferred Option
- A first Duty to Cooperate roundtable meeting took place on 22nd September. We are currently halfway through the first round of bilateral meetings. It is intended to have a further round of Duty to Cooperate meetings alongside stakeholder engagement in the Autumn. It has not been determined yet what level these meetings will take place at. i.e. whether at officer level or whether members will be included.

JS and CH provided an overview of the NEC AAP work programme covering the following:

- Draft NECAAP Consultation ended on 5/10/20. We will look at the responses and determine the role of NEC as part of the wider growth strategy and refine the AAP. This goes through a member process and then pauses to allow the relocation of the waste-water treatment plant to go through the DCO process to ensure we have confidence in the process.

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SM provided an overview of the Greater Cambridge proposed approach to Duty to Cooperate for the Greater Cambridge Local Plan and North East Cambridge Area Action Plan, drawing on sections 2-6 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document and North East Cambridge Duty to Cooperate Position Statement shared with the agenda.

Discussion included the following points:

- Noted that Duty to Cooperate meetings should be specific and formal to cover the required points but if non-Duty to Cooperate matters arise these can be covered. The preference would be for these to be covered outside of the formal process through an informal section of the meeting, or in another meeting.
- JR – cross boundary work may include county issues such as schools and education. Happy to be involved with those discussions.

- Noted that there may be benefit in having meetings with multiple councils at a time later in the process where more cross-boundary issues arise.

Strategic geography: Greater Cambridge:

SM introduced the proposed strategic geography for a Statement of Common Ground as set out in section 6.1 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Parties involved:

SM summarised the proposed parties involved for a Statement of Common Ground as set out in section 6.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion included the following points:

- Noted that the White paper proposes to abolish Duty to Cooperate so there may be a change in process as we go along, but we will still need to discuss cross-boundary issues with other parties.

Governance arrangements

SM summarised the proposed approach to governance arrangements for a Statement of Common Ground as set out in section 6.4 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, expanding on the following points:

- Noted that for initial meetings such as this the Councils are holding officer discussions.
- Noted the intention to involve members in Duty to Cooperate discussions alongside the stakeholder engagement later in the process.

Discussion included the following points:

- Noted that CF and JR are the correct officers to input into process.
- Noted that, in terms of member involvement, CCC have committees rather than a cabinet system to agree council responses to issues. Committees meet every 5-6 weeks and have long lead in times, so there will be a challenge to dovetail GC Local Plan timings with these

- Noted that CCC normally only go to members on fundamental issues – such as responses to Local Plan consultations, rather than on technical issues.

Action	Lead
Share detail about CCC member processes with GCSP	CCC

4. Discussion of potential strategic matters

SM provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge and NEC, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document and the NEC AAP Duty to Cooperate Position Statement noting for most matters no current substantive issues have to date been identified, and that substantive discussion would likely begin following publication of baseline evidence and assessment of strategic options later in the autumn.

The introduction to specific strategic matters and discussion regarding them included the following points:

Strategy: SM gave an overview and noted that some evidence would be published later in 2020.

Gypsy and Traveller accommodation needs: SM gave an overview and that evidence is being prepared. Discussion as follows:

- CF noted special needs housing could be a Duty to Cooperate issue.

Transport: SM gave an overview of the local plan matters noting that CCC had been commissioned on the transport evidence base and that CCC are involved in a wider transport steering group.

SM gave an overview of NEC transport matter – noting evidence base and trip budget approach. Discussion as follows:

- CH – have been working with CCC as part of the AAP. Trip budget could potentially be a cross boundary issue. CCC have made a response as part of the NEC AAP consultation and we will consider that as part of the process.
- CF said that he and JR will review both transport sections in more detail and will provide further formal comment.
CH – there is no obligation to respond but it is an opportunity to flag any issues or omissions at this early stage
- JR – Will go through in more detail with colleagues who have been involved in other wider projects and provide a formal response at a later date.

Wildlife habitats, green infrastructure and landscape: SM noted that green infrastructure base and landscape character assessment base are being prepared as part of evidence base. GCSP has engaged with CCC on these matters. Nothing has been published yet.

Water: SM noted that water supply and quality in particular is a high priority for GCSP. CCC colleagues in flood risk are involved in the water evidence base study. No substantive evidence yet but will work through impacts as evidence emerges

Water supply in NEC AAP – noted as above. No published evidence yet.

Wastewater infrastructure- NEC AAP depends on relocation of waste water treatment plant. It is a dependency rather than a strategic matter.

Waste management infrastructure at NEC -waste transfer site protected by CCC waste plan within site. Would like to relocate the site as part of the AAP, either on or off-site.

Energy, carbon offsetting and renewable energy generation (Local Plan only): SM noted that could be a substantive cross-boundary matter. The Councils will engage with neighbours as appropriate should such substantive matters arise. Evidence to be published later in the year

Social, health and community infrastructure (Local Plan): SM noted in principle substantive cross-boundary matter but dependent on the growth strategy. Discussion as follows:

- CF and JR
 - Queried whether only further education is identified as strategic and queried the definition of further education. Queried if sixth form colleges are included in further education definition and suggested using 'post 16 colleges' for clarity.
 - Noted that Bottisham, Linton and Swavesey Village Colleges have cross-district catchment boundaries, and that some children travel outside of South Cambridgeshire to St Neots and Saffron Walden
 - Noted that across CCC area there are children who travel to school even at primary level but to the extreme at sixth form; Hills Road and Long Road, as well as the Regional College. More movement than in other counties is the perception due to the strength of educational offer in Cambridge

- Noted that Cambridge Regional College also has a wide catchment area outside of the district.
- CH – drawing on CF/JR comments, education could be a strategic cross-boundary matter depending on the level of movement. GCSP will review the scope of this issue.

NEC -Health and Education: Overview from SM and JS. Discussion as follows:

- CH – The Local Plan and NEC AAP are at different scales. Education may be a strategic matter for a site-specific plan but perhaps not at a district level. However, following legal advice and the discussion today about catchment areas, there is potential for education to be a strategic matter for both plans and whether or not it is an issue depends on the evidence base. Requested CCC to review the wording in detail and let us know if there anything which has been missed as a strategic cross boundary issue.
- CH – not expected that there will be substantive cross boundary issues relating to health but this is open in case issues arise as part of process.

Strategic developments on the boundary of Greater Cambridge: SM flagged up the publication of all call for sites submission in September 2020.

- CH – GCSP will engage with CCC as part of assessment in housing and employment land assessment but this is not a Duty to Cooperate matter. There may be strategic issues as we move towards preferred option
- CF – CCC were scheduled to meet Graham Holmes on the HELA last week but meeting was cancelled.
- CH – Terry De Sousa is now heading up the project so may be best to meet with both. CH to pick up.

5. AOB, including confirmation of next meeting/point of engagement

Any further thoughts or points:

- JR – no other comments but need some further internal discussions about both docs in particular NECAAP
- CF – JS/David Allatt/Emma Fitch will need to give their thoughts on the documents.

Action	Lead
Collate from relevant CCC colleagues detailed comments on Duty to Cooperate and Statement of Common Ground Proposed Approach document and the NEC AAP Duty to Cooperate Position Statement	CF

Uttlesford District Council



Greater Cambridge Local Plan duty to cooperate scoping meeting: Uttlesford District Council

Monday 7th September 2020 12:20- 13:00, Via Teams

Attending

Name	Organisation
Caroline Hunt, Strategy & Economy Manager (Chair, CH)	Greater Cambridge Planning Service
Paul Frainer - Assistant Director Strategy and Economy (PF)	Greater Cambridge Planning Service
Nadeem Din - Local Plan Project Manager (NDi)	Greater Cambridge Planning Service
Stuart Morris, Principal Policy Officer (SMo)	Greater Cambridge Planning Service
Charlotte Morgan-Shelbourne, Policy, Strategy & Economy Team Administration Assistant (minute taker)	Greater Cambridge Planning Service
Stephen Miles – Local Plan and New Communities Team Leader (SMi)	Uttlesford District Council
Simon Payne – Local Plan and New Communities Project Manager (SP)	Uttlesford District Council

Name	Organisation
Nathan Drover – Local Plan and New Communities Principal Transport Planner (ND)	Uttlesford District Council
Hayley Richardson – Local Plan and New Communities Support Officer	Uttlesford District Council

Apologies

Name	Organisation
Stephen Kelly, Joint Director – Planning and Economic Development	Greater Cambridge Planning Service
Roger Harborough - Director of Public Services	Uttlesford District Council
Gordon Glenday – Assistant Director Planning and Building Control	Uttlesford District Council

Meeting summary

Key discussion points

- Noted: opportunity to coordinate infrastructure discussion via UDC's proposed Strategic Infrastructure Delivery Group
- Noted: need to confirm in due course when and how to involve members in Duty to Cooperate discussion.
- Agreed: need to work closely to monitor impacts of any developments close to or straddling the Greater Cambridge/Uttlesford boundary which might be proposed through respective Local Plan processes.

Actions

Action	Lead
Send confirmed list of members who should be involved in Duty to Cooperate discussions, and to confirm any views on when and how best to engage with them.	UDC

1. Introductions

CH introduced the purpose of the meeting, including the following points:

- The meeting was intended to share Greater Cambridge's proposed approach to engaging with Uttlesford District Council under the Duty to Cooperate and in relation to one or more Statements of Common Ground, and to identify the strategic cross-boundary matters requiring further engagement between the two authorities.

- CH asked if attendees from Uttlesford were happy with the proposed agenda. This was confirmed and the meeting proceeded.

2. Respective work programmes

Greater Cambridge work programme

CH provided a summary of the current programme for the Greater Cambridge Local Plan, including the following points:

- On 16th September, the Councils will publish submissions to date to the Call for Sites, as well as representations to the First Conversation consultation.
- Around late October, the non-statutory member group (Joint Local Planning Advisory Group) will meet to consider in public initial findings on a wide range of baseline evidence and consideration of strategic growth and spatial options. No decisions on preferred options will be taken at this point.
- In late 2020, focused stakeholder engagement will take place to consider the baseline evidence and strategic growth and spatial options.
- In summer/autumn 2021, public consultation will take place on a Preferred Option.
- A first Duty to Cooperate roundtable has been set for 22nd September, alongside initial bilateral meetings such as this one. It is intended to have a further round of DtC meetings alongside stakeholder engagement later in the year.
- In relation to the current Planning White Paper proposals, the Councils have decided to continue with the previously agreed Local Plan programme for now, on the basis that the current stage of work focuses on growth levels and strategy options, which will in great part be relevant whatever new planning regime may be agreed. A particular uncertainty is whether Councils will be given a housing target, and what that might be.

Uttlesford work programme

SMi provided a summary of the current programme for the Uttlesford Local Plan, including the following points:

- A Local Development Scheme and Statement of Community Involvement is being taken through council governance processes, which seeks to set out an approach that is compatible with both current and future planning systems, given Planning White Paper proposals
- It is intended that the first stage of Local Plan engagement will start in October 2020.

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SMo provided an overview of the Greater Cambridge proposed approach to Duty to Cooperate and Statement of Common Ground, drawing on sections 2-6 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document shared with the agenda, including the following points:

- Notwithstanding White Paper proposals, there is a distinction between statutory Duty to Cooperate and requirements for a Statement of Common Ground as set out in national policy. The Proposed Approach document seeks to account for this differentiation in an appropriate way.
- It is intended to produce a Duty to Cooperate Statement of Compliance to provide an audit trail showing how the Duty has been addressed, and separately, one or more Statements of Common Ground at key stages as the outcome of the Duty to Cooperate process undertaken.

Strategic geography: Greater Cambridge:

SMo introduced the proposed strategic geography for a Statement of Common Ground as set out in section 6.1 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion included the following points:

- Noted that Uttlesford District Council has a Local Plan Leadership Group which steers the development of the Local Plan. A separate Strategic Infrastructure Delivery Group has also been proposed (on which there would be one place for GCSPS Senior Officer, East Herts, Braintree and both Counties). Agreed that this could be a constructive forum for discussions regarding infrastructure deficiencies with these groups, noting that such discussions might fall outside of Local Plan processes.

Parties involved:

SMo summarised the proposed parties involved for a Statement of Common Ground as set out in section 6.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion included the following points:

- Noted that, as set out at 6.3.2 of the Proposed Approach document, the Councils will engage with non-statutory bodies such as Transport

East under national policy requirements, including by sharing the Duty to Cooperate and Statement of Common Ground Proposed Approach document with such bodies for comment.

- Noted that notes from meetings such as this one will be set out in the appendix to the Duty to Cooperate Statement of Compliance.

Governance arrangements

SMo summarised the proposed approach to governance arrangements for a Statement of Common Ground as set out in section 6.4 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, expanding on the following points:

- Noted that for initial meetings such as this the Councils are holding officer discussions.
- Noted the intention to involve members in Duty to Cooperate discussions alongside the stakeholder engagement later in 2020.
- SMO asked Uttlesford colleagues which Uttlesford members should be involved in Duty to Cooperate discussions and asked how best to engage.

Discussion included the following points:

- Uttlesford colleagues suggested that Councillor John Evans, Portfolio Holder for Planning (South East ward), and local ward members closest to Greater Cambridge should be involved; SP highlighted 2 independent councillors for Great Chesterford (one of whom is chair of Scrutiny Committee and overseeing Local Plan), questioned if there should be cross party involvement.
- CH noted that some previous cross-boundary discussions involving South Cambridgeshire and Uttlesford had involved Leaders and the Chief Executive, and asked Uttlesford colleagues to consider whether and when these members should be involved.
- Noted that GCSP will have the same conversation with members, and it was noted that other neighbours may have different views as to when they want to involve members, portfolio holders and leaders depending on issues/stage of own plan.

Action	Lead
Send confirmed list of members who should be involved in Duty to Cooperate discussions, and to confirm any views on when and how best to engage with them.	UDC

4. Discussion of potential strategic matters

SMo provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, noting in particular:

- for most matters no current substantive issues have to date been identified, and that substantive discussion would likely begin following publication of baseline evidence and assessment of strategic options later in the autumn.
- Further discussion of these matters will take place at the initial round table meeting taking place on 22nd September.
- The opportunity is also open to send comments via email on the Duty to Cooperate and Statement of Common Ground Proposed Approach document by 2nd October.

The introduction to specific strategic matters and discussion regarding them included the following points:

- **Strategy:**
 - SMO noted that as part of the evidence GCSP are publishing before the JLPAG in October there will be growth levels to inform strategic options. GCSP will need to talk with neighbours about any potential cross-boundary impacts arising.
 - CH noted that, as set out at 2.1.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, testing of strategic options for the new Local Plan will need to include consideration of the role that land in the Cambridge Green Belt could play in a sustainable development strategy. A particular consideration is whether any exceptional circumstances exist that would necessitate a review of the defined Green Belt boundaries as part of the strategy for the new Local Plan. Therefore, in line with paragraph 137 of the National Planning Policy Framework, and without prejudging the outcome of the testing of reasonable options, at this early stage in the plan-making process the Councils are highlighting to Uttlesford and other neighbouring authorities that they may be obliged to raise at an appropriate point in the plan-making process their in-principle view on taking any unmet needs from Greater Cambridge, in order to inform consideration of any amendments to the Green Belt. Noted that the next round of engagement in the autumn will provide opportunity for more meaningful discussion on this issue, in the light of baseline evidence. Confirmed that this is only a procedural point at this stage in the process, and that the Councils have no current intention to make a firm request to any neighbouring authority to take any objectively assessed needs arising in Greater Cambridge.

- **Gypsy and Traveller accommodation needs:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with Uttlesford at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Transport:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with Uttlesford at the moment. Transport modelling of the strategic spatial options may generate substantive points for discussion.
- **Wildlife habitats, green infrastructure and landscape:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with Uttlesford at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Water:** Noted that water supply and quality in particular is a high priority for both councils. Agreed to discuss any relevant specific issues on an ongoing basis.
- **Energy, carbon offsetting and renewable energy generation:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with Uttlesford at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Social, health and community infrastructure:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with Uttlesford at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Strategic developments on the boundary of Greater Cambridge:**
 - Agreed there is a need to work closely to monitor impacts of any developments close to or straddling the Greater Cambridge/Uttlesford boundary which might be proposed through respective Local Plan processes.
 - CH noted that if sites are located straddling the Greater Cambridge/Uttlesford boundary then both Greater Cambridge and Uttlesford councils will need to consider carefully how to ensure that respective site assessments are aligned, recognising that each council's site assessment process may be different.
 - CH noted that the conclusion regarding the technical assessment of the site suitability and deliverability may differ from that about the strategic merits of developing that site in relation to respective Local Plan strategies.

- Agreed the need to discuss together the technicalities of site assessments for development proposals close to or straddling the Greater Cambridge/Uttlesford boundary, recognising that each authority may reach a different view about the strategic merits of developing a site.

5. AOB, including confirmation of next meeting/point of engagement

Discussion included the following points:

- CH proposed that the next DtC meeting would be arranged alongside stakeholder engagement in autumn, so around November time. Uttlesford to consider if this should include member involvement.
- SMO referred to the intention to have a Duty to Cooperate Compliance Statement which includes an audit trail/notes from meetings, such as this one, that would be added as an appendix. Uttlesford colleagues confirmed they were happy for agreed meeting notes to be included in such a document.

Date of 2nd Bilateral meeting to be confirmed around late October/early November, likely to be via Teams.

Hertfordshire County Council



Greater Cambridge Local Plan duty to cooperate scoping meeting:
Hertfordshire County Council

Tuesday 3rd November 2020 10:30- 12:00, Via Teams

Attending

Name	Organisation
Caroline Hunt, Strategy & Economy Manager (Chair, CH)	Greater Cambridge Planning Service GCSP

Name	Organisation
Stuart Morris, Principal Policy Officer (SMo)	Greater Cambridge Planning Service
Ben Bowles, Senior Planning Officer	Hertfordshire County Council
Sue Jackson, Group manager transport and strategy	Hertfordshire County Council
Anthony Collier, Local Plan and Strategic Development Assistant Manager Highways (operations & strategy)	Hertfordshire County Council

Meeting summary

Key discussion points

- Agreed: need to work together to ensure that transport modelling assumptions for areas neighbouring Greater Cambridge are aligned.

Actions

Action	Lead
Provide an email to GCSP summarising the scope and current stage of the A505 strategy (Leighton Buzzard to Royston)	SJ

1. Introductions

CH introduced the purpose of the meeting, including the following points:

- CH noted that in future GCSP were open to having shared meetings including relevant district and county councils, if that would be helpful. Noted that North Hertfordshire District Council are currently in examination and had therefore declined an initial bilateral meeting invitation.
- CH asked if attendees from Hertfordshire were happy that the notes of this meeting were shared for agreement and future publication to document the process completed to address the Duty to Cooperate. This was confirmed and the meeting proceeded.

2. Respective work programmes

Greater Cambridge work programme

CH provided a summary of the current programme for the Greater Cambridge Local Plan, including the following points:

- On 15th September, the Councils published submissions to date to the Call for Sites, as well as responses to the First Conversation consultation.

- In late November, the non-statutory member group (Joint Local Planning Advisory Group) will meet to consider in public initial findings on a wide range of baseline evidence and consideration of strategic growth and spatial options. No decisions on preferred options will be taken at this point.
- In December, focused stakeholder engagement will take place to consider the baseline evidence and strategic growth and spatial options.
- In summer 2021, public consultation will take place on a Preferred Option
- A first Duty to Cooperate roundtable was held on 22nd September, alongside initial bilateral meetings such as this one. It is intended to have a further round of DtC meetings alongside stakeholder engagement.

Hertfordshire work programme

Hertfordshire County Council (HCC) colleagues provided updates on relevant projects for Greater Cambridge, including the following:

- North central growth and transport plan (area transport strategy for North Hertfordshire towns): consultation was held earlier in 2020; HCC is currently reviewing next steps, and is Intending to take the plan back to committee in new year 2021
- A505 strategy (between Dunstable and Royston): Evidence gathering completed; there is a current hiatus in progress given Covid; HCC is now agreeing the scope for future work, looking further into the future.

Action	Lead
Provide an email to GCSP summarising the scope and current stage of the A505 strategy	SJ

- Royston-Granta Park Strategic Transport Study: HCC's priorities include:
- A505 cycle bridge linking with Melbourn Greenway - aim to be recognised to enable funding for the scheme; Transport hub in Royston; A505 east of Royston - making that a safer route
- Hertfordshire Local Plans: HCC noted challenges re. growth scenarios given Planning White Paper. Noted that it is helpful to continue to acknowledge functional relationship of Greater Cambridge with Royston

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SMo provided an overview of the Greater Cambridge proposed approach to Duty to Cooperate and Statement of Common Ground, drawing on sections 2-6 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document shared with the agenda, including the following points:

- Notwithstanding White Paper proposals, there is a distinction between statutory Duty to Cooperate and requirements for a Statement of Common Ground as set out in national policy. The Proposed Approach document seeks to account for this differentiation in an appropriate way.
- It is intended to produce a Duty to Cooperate Statement of Compliance to providing an audit trail showing how the Duty has been addressed, and separately, one or more Statements of Common Ground at key stages as the outcome of the Duty to Cooperate process undertaken.

Discussion included the following points:

- Suggested that starting a draft Statement of Common Ground early in the plan-making process is a helpful way of tracking the issues as the evidence and discussion progresses.

Strategic geography: Greater Cambridge:

SMo introduced the proposed strategic geography for a Statement of Common Ground as set out in section 6.1 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

No comments from HCC.

Parties involved:

SMo summarised the proposed parties involved for a Statement of Common Ground as set out in section 6.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

No comments from HCC.

Governance arrangements

SMo summarised the proposed approach to governance arrangements for a Statement of Common Ground as set out in section 6.4 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, expanding on the following points:

- Noted that for initial meetings such as this the Councils are holding officer discussions.
- Noted that GCSP is flexible about when members should be involved in Duty to Cooperate discussions.
- SMO asked HCC colleagues which HCC members should be involved in Duty to Cooperate discussions and asked how best to engage.

Discussion included the following points:

- SJ confirmed that Ben Bowles will coordinate HCC's discussion about Duty to Cooperate matters in relation to Greater Cambridge, and can bring in other service officers as the need arises
- SJ confirmed that relevant HCC members to include in Duty to Cooperate discussion include:
 - Cllr Derek Ashley - Portfolio Holder for growth, infrastructure and planning
 - Cllr Fiona Hill - local Royston member

4. Discussion of potential strategic matters

SMo provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, noting in particular:

- for most matters no current substantive issues have to date been identified, and that substantive discussion would likely begin following publication of baseline evidence and assessment of strategic options later in the autumn.
- The opportunity is also open to send comments via email on the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

The introduction to specific strategic matters and discussion regarding them included the following points:

- **Strategy:** SMO noted that as part of the evidence GCSP are publishing before the JLPAG in October there will be growth levels to inform strategic options. GCSP will need to talk with neighbours about any potential cross-boundary impacts arising.
- **Gypsy and Traveller accommodation needs:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with HCC at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Transport:** SMO noted that:
 - GCSP is not currently aware of any substantive cross-boundary matters for discussion with current transport modelling includes assumptions about committed transport schemes, and sensitivity tests other schemes.
 - Local Plan transport modelling assumptions including those across boundaries are likely to be a key point of discussion for the second round of Duty to Cooperate discussion. GCSP will consider how best to engage with neighbouring authorities on specific transport modelling issues, including whether this could

best be done in a single forum. GCSP are flexible on how best to do this.

- **Wildlife habitats, green infrastructure and landscape:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with HCC at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Water:** Noted that water supply and quality in particular is a high priority for both councils. Agreed to discuss any relevant specific issues on an ongoing basis.
- **Energy, carbon offsetting and renewable energy generation:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with HCC at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Social, health and community infrastructure:** SMO noted that GCSP is not currently aware of any substantive cross-boundary matters for discussion with HCC at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
 - BB noted that there is not significant cross-boundary migration for education. Noted that Royston doesn't have a 6th form.

5. AOB, including confirmation of next meeting/point of engagement

CH proposed that the next DtC meeting would be arranged alongside stakeholder engagement in autumn, around November time.

Essex County Council

Note: 2nd round engagement held as joint meeting with Uttlesford.



Greater Cambridge Local Plan duty to cooperate scoping meeting:
Essex County Council

Thursday 22nd October 2020 12:00-13:00, Via Teams

Attending

Name	Organisation
Caroline Hunt, Strategy & Economy Manager (Chair, CH)	Greater Cambridge Planning Service (GCPS)
Stuart Morris, Principal Policy Officer (SM)	Greater Cambridge Planning Service (GCPS)
Charlotte Morgan-Shelbourne, Planning Policy Administrator (MO)	Greater Cambridge Planning Service (GCPS)
Matthew Jericho, Spatial Planning and Local Plan Manager (MJ)	Essex County Council
David Sprunt, Principal Transportation & Infrastructure Planner (DS)	Essex County Council
Zhanine Smith, Principal Planning Officer (Spatial Planning)	Essex County Council
Alan Lindsay, Transportation Planning and Infrastructure Manager	Essex County Council

Meeting summary

Key discussion points

- Agreed: need to work together to ensure that transport modelling assumptions for areas neighbouring Greater Cambridge are aligned.
- Noted: ambition to provide cycleways across administrative boundaries.

Actions

Action	Lead
Provide member contacts for Duty to Cooperate	ECC
Share link to Essex Green infrastructure strategy and Essex Green Infrastructure Standards pilot lead contact.	ECC

1. Introductions

CH introduced the purpose of the meeting, general introductions, and overview of officer roles.

- The meeting was intended to share Greater Cambridge's proposed approach to engaging with Essex County Council under the Duty to Cooperate and in relation to one or more Statements of Common Ground, and to identify the

strategic cross-boundary matters requiring further engagement between the two authorities.

- CH- Open to how we meet with neighbours (example of joint meeting with Suffolk and West Suffolk given); CH asked ECC attendees if they felt other meeting formats (i.e. Informal meetings) would be helpful then GCSP open to arranging these as required. MJ- from a County Council viewpoint meeting with Uttlesford and Braintree together with GCSP would be helpful. CH- made ECC aware that Braintree decided not to meet with GCSP in first round of bilaterals.

2. Respective work programmes

Greater Cambridge work programme

CH provided a summary of the current programme for the Greater Cambridge Local Plan, including the following points:

- GCSP (Cambridge City Council and South Cambridgeshire District Council), agreed to create a single joint Local Plan. GCSP plans were adopted in 2018; separate but aligned with single development strategy.
- Beginning of 2020, GCSP reflected on previous plans, issues and identified overarching themes for new Local Plan focused on Climate Change, Biodiversity and Green Infrastructure, Wellbeing and Social inclusion and Creating great places. Issues and options consultation was then carried out.
- On 15th September 2020, the Councils published submissions to date to the Call for Sites, as well as responses to the First Conversation consultation.
- In October/November, the non-statutory member group (Joint Local Planning Advisory Group) will meet to consider in public initial findings on a wide range of baseline evidence and consideration of strategic growth and spatial options. No decisions on preferred options will be taken at this point. The strategic options are not site specific.
- In late 2020, focused stakeholder engagement will take place to consider the baseline evidence and strategic growth and spatial options.
- Next formal stage is to identify preferred options before moving onto draft plan, proposed submission, and publication of representations. There are a number of steps which reflect opportunities/challenges to bring forward growth being mindful of infrastructure challenges (transport, water, other factors). As a step towards preferred options strategy, identify emerging evidence and to understand and explore growth and spatial options. Will look at advantages/disadvantages and any issues that arise which need particular focus.
- In summer 2021, public consultation will take place on a Preferred Option.
- Confirmed further round of Duty to Cooperate meetings before end-December 2020 alongside stakeholder engagement. It has not been determined yet at

what level these meetings will take place at. i.e. whether at officer level or whether members will be included.

- In relation to the current Planning White Paper proposals, the Councils (GCSP) have decided to continue with its previously agreed Local Plan programme for now, on the basis that the current stage of work focuses on growth levels and strategy options, which will in great part be relevant whatever new planning regime may be agreed. A particular uncertainty is whether Councils will be given a housing target, and what that might be.

Essex County Council work programme

DS summarized ECC activity in relation to transport, including the following points:

- Uttlesford LP is currently in a state of review, trying to agree modelling approach and potentially looking at taking this forward. Highlighted challenge of collecting representative data due to current period (Covid-19 impact), so looking at how this is approached.
 - A505 study impacts Essex side - still option of North Uttlesford Garden Community going ahead but anything going forward needs a sensitivity testing.
 - Linkages with Genome Campus expansion - without North Uttlesford Garden Community it is unclear where schooling provision will be provided.
 - The M11 Junction 8 scheme - This will improve links between South Cambridgeshire and Stansted Airport in the short term and will provide for additional growth. The scheme previously had funding from the Cambridge & Peterborough LEP in support, showing their understanding of the importance of this junction. was put on hold but subject to final approvals should be reactivated and put in place over the next 2-3 years.
-
- ZS summarised ECC activity on other issues (note further discussion points are included at section 4), including the following points:
 - ECC plays a role as a member of the UK innovation corridor
 - Essex Minerals Local Plan (MLP) 2014 review examination is underway, including a consultation on modifications.

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SM provided a high level overview of the Greater Cambridge proposed approach to Duty to Cooperate and Statement of Common Ground, drawing on sections 2-6 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document shared with the agenda, including the following points:

- Notwithstanding Gov. White paper, there is a distinction between statutory Duty to Cooperate and requirements for a Statement of Common Ground as set out in national policy. The Proposed Approach document seeks to account for this differentiation in an appropriate way.
- Discussed proposed DtC engagement (section 4) and recognised that there are other forums where issues can be picked up (example Cambridge, Peterborough, and West Suffolk Planning Forum).
- It is intended to produce a Duty to Cooperate Statement of Compliance to provide an audit trail showing how the Duty has been addressed, and separately, one or more Statements of Common Ground at key stages as the outcome of the Duty to Cooperate process undertaken.
- Notes from meetings such as this one will be set out in the appendix to the Duty to Cooperate Statement of Compliance.
- There were no further comments from ECC at this stage

Strategic geography: Greater Cambridge:

SM introduced the proposed strategic geography for a Statement of Common Ground as set out in section 6.1 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Parties involved:

SM summarised the proposed parties involved for a Statement of Common Ground as set out in section 6.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion included the following points:

- SM confirmed that GCSP is engaging with National Highways as a prescribed body. HE are also on the Local Plan Transport Sub-Group (with Network Rail, Combined Authority) to talk about transport issues generally.

Governance arrangements

SM summarised the proposed approach to governance arrangements for a Statement of Common Ground as set out in section 6.4 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, expanding on the following points:

- Noted that initial meetings have been officer only.
- Intention to involve members in Duty to Cooperate discussions alongside stakeholder engagement later in 2020.

Discussion included the following points:

- SM- asked Essex CC to consider and with a view to provide name(s) for future member involvement; ZS- ECC have found benefit by the spatial planning team providing a coordinated overall response. If response driven by a topic specific issue, spatial planning team try to look at all issues and then

provide a clear single approach. MJ- in the first instance GCSP should contact ZS cc'ing MJ, communication will then be forwarded to appropriate service area.

- MJ- Members are interested and would appreciate being involved in a member briefing. CH- discussed to whom the invitation for the 2nd Roundtable should be sent. Intention is that those coming to 2nd bilaterals can be better informed prior. MJ- felt that a separate member meeting in the first instance would be helpful, and then following with officer involvement after this.

Action	Lead
Provide member contacts for Duty to Cooperate	ECC

4. Discussion of potential strategic matters

SM provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, noting in particular:

- Further discussion of these matters will take place at a 2nd Roundtable meeting and also at the next round of bilateral meetings to be arranged after this.
- SM- North East Cambridge Area Action Plan (NECAPP) raised as a particular point to note; this was shared previously with ECC. GCSP believe there are no particular strategic cross boundary impacts that might relate, (possible exception being transport). ECC agreed- due to geography impact is minimal if any.

The introduction to specific strategic matters and discussion regarding them included the following points:

- **Strategy (including pattern/scale of growth, housing, and employment):**
 - To note that while GCSP has a standard method minimum for housing the Independent Economic review does point to much higher economic growth going forward. GSCP looking at this and housing impact.
- **Gypsy and Traveller accommodation needs:** The Councils will engage with neighbours as appropriate should such substantive matters arise.
- **Transport:** SM noted that GCPS is not currently aware of any substantive cross-boundary matters for discussion with ECC at the moment. Transport modelling of the strategic spatial options may generate substantive points for discussion. CH noted that part of current GCSP work is developing a range of initial evidence across topic areas; 1 of which is strategic

transport modelling of growth levels and spatial options. this evidence will be shared in the next month and can discuss this at next bilateral. Mindful of how GCSP deal with neighbours in terms of growth assumptions, particularly where neighbours are bringing forward plan, may need to have discussion about sensitivity testing and different models in different counties.

➤ Discussion:

- DS- cross border modelling will need to be consistent. CH- GCSP will be thinking about how we engage with neighbours. May need a meeting with neighbouring transport authorities to ensure this joined up approach, and can discuss at next bilateral meeting.
 - ZS: 2.3.1 – suggested that specific reference to cycleways should be included. DS- there needs to be a seamless view of boundaries for cyclists using cycling routes that cross boundaries. CH- Can be picked up, noted from Local Planning authority view it will be what measures relate to our development proposals.
 - ZS- 2.3.3- reference to Local Authorities, ECC would want reference to ‘neighbouring Counties’ included for consistent approach in the document.
- **Wildlife habitats, green infrastructure and landscape:** SM noted that green infrastructure evidence and landscape character assessment are being developed considered as part of evidence base. Noted that GCPS is not currently aware of any substantive cross-boundary matters for discussion with ECC. The Councils will engage with neighbours as appropriate should such substantive matters arise.

➤ Discussion:

- MJ- Essex has recently prepared a Green Infrastructure Strategy, offered to send this to GCSP for reference. Both GCSP and ECC are involved in Pilot study for National GI standards, MJ to send GCSP ECC office details for their team member involved in this.

Action	Lead
Share link to Essex Green infrastructure strategy and Essex Green Infrastructure Standards pilot lead contact.	ECC

- **Water:** SM noted that water supply, quality, and extraction in particular is a high priority for GCPS. No substantive evidence yet but will work through impacts as evidence emerges.
- **Energy, carbon offsetting and renewable energy generation:** SM noted that GCPS is not currently aware of any substantive cross-boundary

matters for discussion with ECC at the moment but that this matter is relevant important to both ECC and GCSP. The Councils will engage with neighbours as appropriate should such substantive matters arise.

- **Social, health and community infrastructure:** SM noted that GCPS is not currently aware of any substantive cross-boundary matters for discussion with ECC at the moment. The Councils will engage with neighbours as appropriate should such substantive matters arise.
 - Discussion:
 - ZS- Within Uttlesford shortfall of early years and childcare facilities, when considering future employment zones there is a need to consider provision. Cross Boundary secondary education also needs to be considered where relevant.
 - ZS- Hospitals: Addenbrookes is a specialist paediatric unit and is used across large catchment area/ is regional significant. (this is not included in GCSP Appendix 3 Document and suggested this should be under 2.7.1) Relocation of Princess Alexandra Hospital – need to look at future impact of development.
- **Strategic developments on the boundary of Greater Cambridge:** CH- GCSP published responses to Issues & Options and Call for Sites last month; some of these sites are close to southern boundary. These are sites are those received, with no preference yet for spatial distribution. As we move forward there will be opportunity to discuss. SM- shared link with ECC to webpage showing the responses to GCSP Issues and Options and Call for Sites.
 - Discussion:
 - DS- Enterprise Zone development would provide support industries for business' in GCSP area; potentially business linkages to be borne in mind.
 - MJ: Public Health England relocation also perhaps needs consideration.

5. AOB, including confirmation of next meeting/point of engagement

- To ensure longer meeting slot arranged for next Bilateral meeting.

Date of Next meeting: TBC

Braintree District Council

No engagement under Bilateral meetings; invited but declined meetings for both round of bilateral engagement.

Prescribed duty to cooperate bodies:

Cambridgeshire & Peterborough Combined Authority



Greater Cambridge Local Plan Duty to Cooperate scoping meeting: Cambridgeshire & Peterborough Combined Authority

16th September 2020 9.00am- 10:30am, via Teams

Attending

Name	Organisation
Stephen Kelly, Joint Director of Planning & Economic Development (SK)	Greater Cambridge Shared Planning (GCSP)
Caroline Hunt, Strategy & Economy Manager (CH)	Greater Cambridge Shared Planning (GCSP)
Stuart Morris, Principal Policy Officer (SM)	Greater Cambridge Shared Planning (GCSP)
Paul Raynes, Director of Delivery & Strategy (PR)	Cambridgeshire & Peterborough Combined Authority (CPCA)
Adrian Cannard, Strategic Planning Manager (AC)	Cambridgeshire & Peterborough Combined Authority (CPCA)
Rowland Potter, Head of Transport (RP)	Cambridgeshire & Peterborough Combined Authority (CPCA)
Tim Bellamy, Strategy & Policy Transport Manager (TB)	Cambridgeshire & Peterborough Combined Authority (CPCA)

Meeting summary

Key discussion points

- Agreed: Officer Steering Board and transport sub-group should discuss the details of evidence and options work at an appropriate time.
- Noted: Liaison needed to ensure CPCA Climate Commission work dovetails with Greater Cambridge Local Plan evidence for Zero Carbon

- Noted: risk for both the Local Plan and CAM regarding process and timing, noting the potential benefits of successfully integrating these two programmes
- Noted: need to explore the implications of emerging Greater Cambridge economic evidence in relation to the CPIER
- Agreed: need to maintain discussion about infrastructure delivery to support future growth

Actions

Action	Lead
Arrange a meeting to discuss with TB the transport modelling for the strategic options work, ahead of the next transport sub-group.	CH
Arrange a separate conversation about when and how members should be involved in formal Duty to Cooperate discussions.	CH/SK
Arrange a separate discussion with CPCA of the inter-relationship of CAM and the Local Plan.	CH
Share date and joining details of UK Power Networks workshop with GCSP	TB

1. Introductions and purpose of the meeting

CH introduced the Duty to Cooperate, including the following points:

- Alongside national policy requirements for plan-making Local Planning Authorities are subject to a statutory Duty to Cooperate with a number of specified bodies. The Duty to Cooperate is tested at Examination separately to policy requirements for soundness. It is not in itself a duty to agree, albeit clearly all parties will be aiming for this.
- Bodies to engage with under the Duty include Local Planning Authorities (LPAs), County Councils and other bodies prescribed in the Act. Combined Authorities are not listed as they were created after the Duty was introduced. The CPCA's legal role in relation to the Duty lies with its Local Enterprise Partnership role. Noted that the list of prescribed bodies includes the Highways Authority but not the Local Transport Authority.
- In practical terms though the LPAs will engage with all of the CPCA's functions through the preparation of the Local Plan.
- Greater Cambridge Local Plan Officer Steering Board is part of ongoing process of engagement with key parties, such as CPCA, and thereby supports the delivery of the Duty to Cooperate.
- The Duty to Cooperate Proposed Approach document, attached to this agenda, was discussed by the Officer Steering Board earlier in 2020.
- First round of meetings is taking place September-October 2020 to establish formal contact. A second round of Duty to Cooperate meetings is proposed to take place later in 2020 alongside wider stakeholder engagement regarding the substantive evidence being published in autumn.

Discussion included the following points:

- Noted that the White Paper suggests abolishing the Duty to Cooperate, but there will be a need to ensure a coherent approach to development across the sub-region under any planning system.

2. Respective work programmes

Greater Cambridge work programme

CH provided a summary of the current programme for the Greater Cambridge Local Plan, including the following points:

- On 15th September, the Councils published submissions to date to the Call for Sites, as well as responses to the First Conversation consultation.
- In October/November, the non-statutory member group (Joint Local Planning Advisory Group) will meet to consider in public initial findings on a wide range of baseline evidence and consideration of strategic growth and spatial options. No decisions on preferred options will be taken at this point. The strategic options are not site specific. In relation to the strategic options CH made the following points:
 - The evidence commissioned to assist with consideration of options includes forecast jobs and homes growth in the plan period to 2041, being mindful of the Cambridgeshire & Peterborough Independent Economic Review.
 - CH described the range of spatial options for testing, which include those set out in the First Conversation consultation.
 - Testing of options and different levels of growth is being completed by a range of evidence base consultants, including for transport, climate change and a wide range of other impacts.
 - The Greater Cambridge Local Plan Transport sub-group discussed the options at the meeting held in August 2020, from which the draft notes have now been circulated.
- In late 2020, focused stakeholder engagement will take place to consider the baseline evidence and strategic growth and spatial options.
- In summer 2021, public consultation will take place on a Preferred Option
- A first Duty to Cooperate roundtable has been set for 22nd September, alongside initial bilateral meetings such as this one. It is intended to have a further round of Duty to Cooperate meetings alongside stakeholder engagement in the Autumn.
- Noted that the Councils are seeking to address Duty to Cooperate issues regarding North East Cambridge Area Action Plan (NECAAP) and the Local Plan in an integrated way so far as is reasonable.
 - The NECAAP draft plan consultation closes in October.

- Proposed submission planned autumn 2021, dependent on Development Consent Order timescales for the Milton Water Treatment Plant.

Discussion included the following points:

- Noted that TB had been unable to attend the August Local Plan Transport sub-group, and had been unable to send a substitute. Agreed that CH would set up a meeting to update TB about the transport modelling for the strategic options work ahead of the next transport sub-group.
- Agreed the need for the Officer Steering Board and transport sub-group should discuss the details of evidence and options work at an appropriate time.

Action	Lead
Arrange a meeting to discuss with TB the transport modelling for the strategic options work, ahead of the next transport sub-group.	CH

Combined Authority Work Programme

Climate Commission

AC provided an update on the Cambridgeshire & Peterborough Climate Commission project, including the following points:

- A call for evidence including case studies is imminent
- End Nov 2020: an indication on draft findings will be available
- Feb 2021: Commission to report, including reporting on what ongoing structure is needed to consider this
- The Commission will have a thematic sector focus, particularly focusing on housing and transport, but also peat, given the wider geography of Cambridgeshire

Discussion included the following points.

- Noted the need for the Climate Commission work to dovetail with Greater Cambridge Local Plan evidence for Zero Carbon.
- Noted significance of retrofitting existing homes.
- PR noted the need to address net additions to carbon of houses currently being built. There is an opportunity for the Local Plan to set higher standards than higher building regulations.

Non-Statutory Spatial Framework (NSSF)

AC provided an update on the Cambridgeshire & Peterborough Non-Statutory Spatial Framework, including the following points:

- Ministry of Homes, Communities and Local Government and Homes England are expecting progress to be made on the NSSF.

Discussion included the following points:

- Noted that there will be a relationship between NSSF and OxCam activities including the potential OxCam spatial plan.

Transport programmes

RP provided an update on the Cambridgeshire & Peterborough transport programmes, including the following points:

- CPCA have an intention to review the Local Transport Plan (LTP), based in particular on Covid-19 impacts, noting that longer term impacts are not yet known.
- CAM sub-strategy is being reviewed before being presented as a final draft for adoption by CPCA.
- CPCA will be reviewing Local Cycling & Walking Infrastructure Plans, drawing on the recent Government Gear Change document recently published, which introduces mandatory walking and cycling requirements.
- CPCA is considering whether to progress additional LTP 'daughter' documents, but consideration of this will relate to when the main LTP is refreshed.

Cambridgeshire Autonomous Metro (CAM)

Agreed that the CAM scheme is a major item to talk about in the context of the Duty to Cooperate. Discussion included the following points:

- SK noted need for separate conversation on CAM. Challenge is that under the current Local Plan timetable, CAM matures to point of certainty after the point at which the Local Plan is intended to be fixed. Agreed the need to support the alignment of programmes for the CAM and the Local Plan as far as reasonably possible.
- PR noted that there is a risk for both the Local Plan and CAM regarding process and timing, noting the potential benefits of successfully integrating these to programmes.
- CH noted that CAM is included in strategic options transport modelling as a sensitivity test, but not in baseline modelling, given the current level of certainty that can be attributed to it.

Action	Lead
Arrange a separate discussion with CPCA of the inter-relationship of CAM and the Local Plan.	CH

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

GCSP colleagues did not take CPCA colleagues through the Duty to Cooperate and Statement of Common Ground proposed approach document in the meeting, but noted the following points:

- AC would be attending the Duty to Cooperate roundtable on 22nd Sept where the proposed approach would be explained. CPCA also have the opportunity to contribute comments on the proposed approach in that meeting, or else to comment on the proposed approach document via email by 2nd October.
- Discussions relevant to the Duty to Cooperate are already ongoing with CPCA including at the Officer Steering Board and Transport sub-group.
- The intention is to involve members in later rounds of Duty to Cooperate discussion. It would be helpful to discuss with CPCA officers the most appropriate way of doing this.

Discussion included the following points:

- Agreed to have a separate conversation about when and how CPCA members should be involved in formal Duty to Cooperate discussions.

Action	Lead
Arrange a separate conversation about when and how CPCA members should be involved in formal Duty to Cooperate discussions.	CH/SK

4. Discussion of potential strategic matters

Discussion took place on a range of strategic cross-boundary matters, including the following:

Strategy, including housing and employment

- Noted the need to explore the implications of emerging Greater Cambridge economic evidence in relation to the CPIER, in particular given that CPIER employment growth outputs form a key assumption on which emerging transport schemes within Cambridgeshire and Peterborough are based.
- Agreed the need to understand Covid-19 impacts on future economic performance, in relation to understanding CPIER and more local economic evidence.
- The challenges of preparing a sound Local Plan strategy were noted, including the following tensions:
 - examination of the Local Plan will require testing of all reasonable options.
 - The CPCA's working assumption is that the infrastructure improvements agreed through the LTP 2020 will inform the preferred Local Plan strategy.

Transport

Discussion included the following points:

- SK noted the activities of England's Economic Heartland and Transport East, and flagged the need to understand issues around freight and rail, noting that under Planning White Paper proposals there will be less flexibility to

accommodate changes to land designations following adoption of the Local Plan.

- RP noted the need to make improvements to passenger and freight services.
 - There will be bus trials (Cambourne to Cambridge carrying 1,000 passengers a day). Will be trialling further demand responsive PT.
 - Rail: proposed reworking of the formula reallocated housing from GC to Fenland. This could be a rail story – allowing people to
 - Hydrogen: Climate Change Commission is considering hydrogen as a domestic fuel – using existing gas infrastructure.
 - Employment land, linking to ideas about distribution hubs. Need John T Hill or Steve Clarke at next discussion

Zero Carbon

Discussion included the following points:

- Noted that Climate Act commitments will be tested at examination, which may provide a tension with national planning policy
- Agreed the need to support skills for delivering zero carbon ambitions, eg regarding skills to support zero carbon
- Suggested that there may be benefit in discussing carbon offsetting at a wider than district geography.

Infrastructure delivery

Discussion included the following points:

- Agreed that there is a need to have an ongoing discussion about infrastructure delivery to support future growth, such as digital, power and water, noting the challenges in relation to these topics of working across geographies beyond Cambridgeshire; working with large private sector partners; and working with regulatory agencies.

Action	Lead
Share date and joining details of UK Power Networks workshop with GCSP	TB

Water

Discussion included the following points:

- AC noted that Water Resources East has a duty to prepare a regional plan, and are starting an evidence base work, but over a long timescale. This evidence should get reflected in Greater Cambridge water evidence, but noted the need to reflect on growth beyond GC boundaries.

Strategic developments on the boundary of Greater Cambridge:

Discussion included the following points:

- The Call for Sites map was shared and discussed.

- Noted that these are only sites submitted to the Councils. The Council may consider further locations.

5. AOB, including confirmation of next meeting/point of engagement

SK confirmed that GCSP would share a draft of these notes with CPCA for amendment and agreement to create an agreed record of discussion. This will form part of the Duty to Cooperate Statement of Compliance audit trail.

Environment Agency and Natural England



Greater Cambridge Local Plan duty to cooperate scoping meeting: Environment Agency and Natural England

Monday 2nd November 2020 1:30pm – 3:30pm, Via Teams

Attending

Name	Organisation
Stuart Morris, Principal Policy Officer (Chair, SM)	Greater Cambridge Planning Service (GCPS)
Jonathan Dixon, Planning Policy Manager (JD)	Greater Cambridge Planning Service (GCPS)
Nancy Kimberley, Principal Policy Officer (NK)	Greater Cambridge Planning Service (GCPS)
Julian Sykes, Principal Policy Officer (Project Manager) (JS)	Greater Cambridge Planning Service (GCPS)
Mairead O'Sullivan, Senior Planning Officer (MO)	Greater Cambridge Planning Service (GCPS)
Janet Nuttall, Planning Adviser (JN)	Natural England (NE)
Chris Swain, Principal Planner (CS)	Environment Agency (EA)
Andrew Chapman, Water Resource Planner (AC)	Environment Agency (EA)

Apologies: Terry De Sousa, Principal Planning Officer (GCPS), Clare Waller, Associate Hydrologist (Stantec – Water Study) and Iain Page (Environment Agency)

Meeting summary

Key discussion points

- Agreed: the importance of working together to develop solutions in relation to the significant water abstraction challenges in Greater Cambridge
- Noted: the need to draw on strategic evidence bases – such as the Fen Baseline Study - so far as is possible in relation to plan-making timetables.
- Noted: GCSP need to maintain appropriate engagement with relevant parties including Water Resources East and Internal Drainage Boards
- Agreed: GCSP to provide AQ data (influenced by transport movements) to NE at the appropriate point in the Local Plan process, for their comments.
- Noted: need to discuss open space pressures relating to NEC with relevant partners
- Recommended: identify strategic viable biodiversity and recreational opportunities within the plan-making process to relieve existing pressures
- Noted: opportunity for further discussion regarding provision of wastewater infrastructure for Fen Road, Chesterton

Actions

Action	Lead
Share detailed timeline for fens Baseline Study with GCSP	CS
Share ARUP Strategic Utilities Report with GCSP	CS
Share source for remnant peat areas with GCSP	JN

1. Introductions

2. Respective work programmes

Greater Cambridge work programme

JD provided a summary of the current programme for the Greater Cambridge Local Plan, including the following points:

- In mid-November, the non-statutory member group (Joint Local Planning Advisory Group) will meet to consider in public initial findings on a wide range of baseline evidence and consideration of strategic growth and spatial options. No decisions on preferred options will be taken at this point. The strategic options are not site specific.
- In late 2020, focused stakeholder engagement will take place to consider the baseline evidence and strategic growth and spatial options.
- In summer 2021, public consultation will take place on a Preferred Option

- Draft plan and proposed submission are expected in 2022
- SM noted GCSP have held a series of other first round bilateral meetings and a roundtable. A second round of Duty to Cooperate meetings will follow the release of evidence. This includes a second roundtable at the end of November.
- JS – NECAAP is ahead of local plan timetable – draft plan was consulted on over summer 2020. We have started reviewing the comments and expect to conclude the review by Christmas. Also, in the process of finalising evidence bases with as many as possible by Christmas. We will be looking at infrastructure and viability next year. Submission plan to be completed by summer and then going to committee in August. Then there will be a pause due to DCO process on Waste Water Treatment Centre (WWTC). Can't proceed until this has consent. This will probably take about 1 year which allows the LP to catch up.

Natural England work programme

JN summarized Natural England's work programme including the following points:

- NE are Government's Statutory advisor on the environment and DEFRA's 25 Year Environment Plan – aims to connect people with nature, natural capital, nature based solutions to climate change, etc.
- Document on Local Nature Recovery Networks to be published on Thursday. JN will have to follow up with further details. This will be important to LP process
- JN noted – it will be key to the GI evidence base for the LP – embed details into the evidence base by working together.
- CS question for JN – biosphere project – will this join up with LP or is it on a different timetable . JN - Need to get an update from colleagues. Very important project which is mentioned in NE's response to the LP. Need to continue to work on this and embed into LP. SM noted that Fens Biosphere team has fed into the GI study.

Environment Agency work programme

CS and AC summarised their work programme, covering the following:

- The Fen Baseline study is relevant to LP and a strategic cross boundary issue – it is due to be published by the end of November. It looks at the impact of climate change on drainage of fens and how it impacts future flood risk management by EA and internal drainage boards. It may flag other potential risks for drainage and water in the fens such as saline incursion. It will give an overview on how much of fen drains by gravity to the sea over next 100 years. It will draw attention to likely impacts which need further work such as how the relationship between the highlands and the fens will change over time which will inform the highland and lowland

approach in future. It will also look at water management including consumption.

- Flow and storage study – looks at Great Ouse catchment – there have been a couple of workshops earlier in the year – potential flood storage options throughout the catchment area so they can focus on where the storage will be most effective – ongoing project – the final report is expected in 2023-2024 but with interim outputs. Also looks at conveyance – where the height of flood defences could be increased to speed up or slow down water speed.
- Anglian River Basin Management Plan – local strategy to implement Water Framework Directive. Tightening the process about risks of environmental deterioration from water extraction. Plan to cap licence quantities for public and agricultural supply, and water users across the board – back to 2007-2012 use levels.
- EA has a duty to prevent deterioration from that baseline. Since the 2018 heatwave there has been more pressure to tighten regulations and enforcement of rules – in the process of capping supply – will impact strategic growth across the area and may raise security for supply for some companies including Cambridge Water – work in progress – briefing national board soon – in proposal form at the moment.
- Next licence up for renewal to test the proposal will be Anglian Water in 2022.
- RAPID Schemes – further strategic resources for business and agriculture – considers a fenland reservoir scheme – building another large scale reservoir in Cambridge fens – at baseline investigation level at the moment – lots of interest and likely to get funding – 2037-2040 is the timeline for completion – will look to plug the gap. Need to look at what can be done in the interim.

Discussion included the following points:

- Regarding the Fen Baseline Study, JD queried timeline, noting that ideally it would feed into GI study but timelines incompatible. CS – some early output might be able to feed in but testing the different types of interventions will take longer. CS to provide more refined timetable so we can draw a line on what can inform the LP.
- JD noted that water is a serious issue for Greater Cambridge, the evidence published later this month will be important.
- CS- ARUP have prepared a strategic utilities report – commission by MHCLG– looks at OXCAM Arc and picks up on major water issue – it was published in September.

Action	Lead
Share detailed timeline for Fens Baseline Study with GCSP	CS

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SM provided an overview of the Greater Cambridge proposed approach to Duty to Cooperate and Statement of Common Ground, drawing on sections 2-6 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document shared with the agenda. Also gave an overview of the NEC approach to Duty to Cooperate. The overview covered the following:

- Notwithstanding White Paper proposals, there is a distinction between statutory Duty to Cooperate and requirements for a Statement of Common Ground as set out in national policy. The Proposed Approach document seeks to account for this differentiation in an appropriate way.
- It is intended to produce a Duty to Cooperate Statement of Compliance to providing an audit trail showing how the Duty has been addressed, and separately, one or more Statements of Common Ground at key stages as the outcome of the Duty to Cooperate process undertaken. It is unclear if we will prepare a formal agreement at the Preferred Options Stage next year, but there will be a Statement of Common Ground at Draft Plan and Final Submission Stages.
- Noted that notes from meetings such as this one will be set out in the appendix to the Duty to Cooperate Statement of Compliance and this process was agreed by CS and JN.
- JS – noted the timescale on NEC AAP and engagement that needs to be covered off. May need to pick up possible further meetings separate to the LP Duty to Cooperate. Having reviewed comments from EA and NE feel that a meeting to discuss these in detail could be beneficial.

Strategic geography: Greater Cambridge:

SM introduced the proposed strategic geography for a Statement of Common Ground as set out in section 6.1 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion included the following points:

- CS – Abstraction will vary across the area – future abstraction is uncertain
- AC – EA is looking at entire aquifer area and neighbour abstractions impact on one another – EA considers this at a regional scale

- SM – once at preferred options stage we should know what the big issues are and this should inform the appropriate geographies for one or more Statements of Common Ground.
- NK – we are aware that water doesn't respect LA boundaries and GCSP is consulting widely including with Water Resource East
- JN -recreational pressure to sites beyond GC boundary is also an issue– does this come into the GI study findings? SM – NE has shared the evidence on potential impacts of recreational pressure – this needs further work once we get to site specific allocations – need to ensure whatever we do acknowledges the cross boundary issues
- NK – HRA is also considering recreational impacts (this is currently at intermediate stages)

Parties involved:

SM summarised the proposed parties involved for a Statement of Common Ground as set out in section 6.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

SM noted that Water Resource East could be added to the wider list of those interested.

Discussion included the following points: -

- CS suggested internal drainage boards could be added to the list. NK – we are engaging with internal drainage boards as part of the water study. SM clarified that just because they are not on the list doesn't mean we won't engage with them. CS felt the report should note that the list is not exhaustive.

Governance arrangements

SM summarised the proposed approach to governance arrangements for a Statement of Common Ground as set out in section 6.4 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document. SM queried who will be best to coordinate discussions going forward and who will sign off the Statement of Common Ground?

- CS to coordinate for EA – likely to be the person signing too but in conjunction with appropriate management approval particularly where expectation of delivery from the EA beyond business as usual
- JN to coordinate for NE – sign off from West Anglian manager John Torlesse

Discussion included the following points:

- JN – no comment on governance arrangement
- CS – agree with approach but will need to give timescales further consideration – it is helpful to have reminders of timescales as we move

through the process. There is a need for long lead in times to allow for internal discussions

- JS noted the need to coordinate with the AAP as well
- SM – Not clear what the Statement of Common Ground for NEC AAP will look like yet – different position than LP as within GC and a focused area

4. Discussion of potential strategic matters

SM provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document and the NEC Duty to Cooperate position statement, noting in particular:

- for most matters no current substantive issues have to date been identified, and that substantive discussion would likely begin following publication of baseline evidence and assessment of strategic options later in the autumn.

The introduction to specific strategic matters and discussion regarding them included the following points:

- **Strategy:**
 - SM noted details from the evidence bases will be published in coming weeks. Employment land review study proposed high employment growth with linked housing and this projection has been fed into water study.
 - Consideration of release of Green Belt will be an important matter which will be informed by the evidence base work. The Green Belt Study has been to date predominantly desk based but land use consultants have started site visits. The study covers the whole of green belt for the first time, but it is focusing on the green belt around Cambridge and village boundaries – EA and NE have not been consulted on the methodology.
 - Discussion involved the following points:
 - Both EA and NE agreed they would not have any comments on the Green Belt methodology.
 - NE would only get involved where specific concerns for issues within their remit (designated sites)
- **Gypsy and Traveller accommodation needs:** Did not cover this in detail as no evidence yet.
- **Transport:** Not a primary interest to either but noted that it is a Duty to Cooperate matter

Discussion:

- JN – queried if air quality and soils are strategic issues

- SM – AQ mostly impacted by transport – no focused evidence base on AQ but covered in transport evidence base may need to give further consideration as we move through transport evidence bases
- JS – AAP looked at these issues together
- SM – NEC at a more advanced stage and so looking at detail but LP not at this much detail yet as non-site specific but we will test once we get the site specific allocations.
- JD – GC uses the CSRM model but not at that level of detail yet – no preferred option yet but acknowledge LP will need to look at traffic modelling and how that impact on AQ
- JN – once LP at detailed stage, NE would be interested to be involved as potential risks with AQ (to designated sites – NE has an AQ specialist within local team who would like to review the data (subject to capacity at the time)
- JD – agreed to provide AQ data to NE at the appropriate point in the Local Plan process (Through JN)
- JN – interested in impact on soils particularly impact on agricultural land (grades 1-3a) and remnant peat areas. JN has mapping data on this. Cambridgeshire peat pilot study has just finished. NE has been leading on that – findings and recommendations of that are worth bearing in mind as will inform the national England peat study
 - SM – LUC have a peat layer data set but would appreciate it if JN could share source.
 - CS – Queried if the Cambridgeshire peat pilot study related to environmental quality or carbon emissions from loss or both.
 - JN clarified that it covers both but focuses on carbon minimising impacts and identifying opportunities but also wider environmental quality benefits.

Action	Lead
Share source for remnant peat areas with GCSP	JN

- **Wildlife habitats, green infrastructure and landscape:**
- GI baseline report will be published in a couple of weeks – this covers key issues and benefits and identifies broad opportunity

areas. Next stage will be looking at specific options in the knowledge of preferred options. NE and EA may have thoughts on baseline report when published.

Discussion:

- JN –strategic viable biodiversity and recreational opportunities to be identified early on to relieve existing pressure. Evidence study must try to get to this point as much as it can rather than leaving it in the hands of developers. Also - local nature recovery strategies; which NE will be working and advising on – unclear how this will fit in with the timeline for the LP and AAP.
- SM – noted the wide range of natural capital projects taking place in and around, highlighting that GC are partners on the future parks accelerator study as well as OxCam local natural capital plan. Also pilot partner for national GI Standards work.
- NK summarised progress on the Landscape Character Assessment evidence base. JN came to workshop. Consultants are now undertaking fieldwork to confirm boundaries of character types/area which we will share once we have the information (likely December).
 - JS – NEC will need further discussions on pressure on green space and open space on site. Hot topic with consultation responses. There are both on site and off-site implications.
 - JN is open to further discussions
 - NK – advised that we are aware of the important linkages between the studies and the consultants have been in contact with one another and continue to share evidence
 - CS noted the timing of NEC site is linked to WWTC moving so that pushes timing to end of LP period which is when water supply will be most adversely impacted
 - JS – plan to move WWTC in 2027 or before so hoping to begin developing site in next 5/6 years (subject to getting permissions)
 - Many planning apps have been submitted for NEC which is bringing discussions to a head through DM process as most main landowners have applications in. Need to be consistent in advice as issues are not just being addressed through AAP. Likely to be some development before the adoption of the AAP in 2025 which will have some impacts, particularly on transport
- **Water:** NK - Strategic options report by Stantec has been shared with CS and JN. GC have engaged further with Cambridge Water

and Water Resource East to make them aware of the report's findings.

Discussion:

- CS – the integrated nature of the water cycle has been brought into sharp focus. The Fen Baseline Study may bring another edge to this – carbon issue of having to pump water from fens due to sea level rise and need to rethink where water is sent and used and drained – integrated look at cycle is exactly what the water study is doing and proposes to do in more detail – It is on track to conclude on these issues once looked at all of the options to support plan with infrastructure etc. Cross boundary matters then becomes an issue as you get to lowlands and considering shared abstraction locations with other LA's growth ambitions. Without a Regional Spatial Strategy, how water capacity is distributed is a wider issue. Need to have conversations with neighbouring authorities and water companies so the water companies can provide what the planning authority is expecting. Need to avoid water companies asking for further licences for unplanned growth
 - NK – Once we know where draft allocation sites are for the Local Plan, GCSP will have more certainty about impacts which will feed into the HRA.
- **Energy, carbon offsetting and renewable energy generation:**
Zero carbon evidence base will be published in November.

Discussion:

- CS – the carbon impact of pumping water, some way off having figures on this but the LP and Duty to Cooperate process could consider the issue. Similarly – peat depletion and its carbon implications.
- **Social, health and community infrastructure:** Not a primary interest to either other than visitor impact to nature sites as previously discussed.
- **Minerals** – railhead at NEC – not a primary interest to either EA or NE
- **Strategic developments on the boundary of Greater Cambridge:** Noted the call for sites data was released in September and some of the site may have cross boundary impacts. The data released was submissions and we have not published an assessment of any of the sites yet.

Discussion:

- CS – helpful to have sight and comment on any significant sites that are coming forward in areas that may impact on strategic cross boundary matters. Mainly interested in new settlements or major new infrastructure
- JD confirmed assessment process of 650+ sites is ongoing, and GCSP will assess and filter before asking for comment from bodies such as NE and EA.

5. AOB, including confirmation of next meeting/point of engagement

SM noted that another roundtable and series of bilateral meetings will take place after the publication of evidence base data in a couple of weeks. Will be in touch to arrange further meetings.

Discussion included the following points:

- JS: noted that GCSP has been considering EA comments on the draft NEC AAP including relating to land contamination, and the opportunity to provide wastewater infrastructure to Fen Road. Noted that Members also want improvement to wastewater in Fen Road. It can't be secured through the AAP itself but there may be an opportunity to do something with it which ties in with relocation of the WWTC. Unsure of where funding will come from but GCSP will keep dialogue going.
- CS - EA has not been involved in any local discussions but there is potential to address environmental issues. It is an opportunity to provide wastewater to a socially deprived area. EA would be interested to be involved in dialogue

Historic England



Greater Cambridge Local Plan duty to cooperate scoping meeting:
Historic England

Wednesday 16th September 2020, 13:00-14:00, via Teams

Attending

Name	Organisation
Caroline Hunt, Strategy & Economy Manager (Chair, CH)	Greater Cambridge Planning Service (GCPS)
Stuart Morris, Principal Policy Officer (SM)	Greater Cambridge Planning Service (GCPS)
Terry De Sousa, Principal Policy Officer (TD)	Greater Cambridge Planning Service (GCPS)
Debbie Mack, Historic Environment Planning Advisor (Cambridgeshire, Bedfordshire, Norfolk) (DM)	Historic England
Andrew Marsh, Historic Environment Planning Advisor (Essex, Hertfordshire, Suffolk) (AM)	Historic England

Meeting summary

Key discussion points

- Noted: Heritage has potential to be a strategic cross-boundary matter and should not be discounted as such at present.
- Noted: HE ongoing engagement with Strategic Heritage Impact Assessment is valuable
- Recommended: DM recommended that GCSP look carefully at 5 step methodology for assessing sites
- Suggested: DM asked the Councils to consider the need for a Cambridgeshire wide historic landscape characterisation study.

Actions

Action	Lead
confirm whether matters that don't cross administrative boundaries are relevant to the statutory Duty to Cooperate, as opposed to being substantive points to address via wider plan making processes.	CH/SM
review whether strategic cross-boundary matters under Duty to Cooperate include those between Cambridge and South Cambridgeshire, and confirm with DM.	CH/SM
share link to HEAN3 with TDS.	DM

1. Introductions

CH introduced the purpose of the meeting, including the following points:

- The meeting was intended to share Greater Cambridge's proposed approach to engaging with Historic England under the Duty to Cooperate and in relation to one or more Statements of Common Ground, and to identify the strategic cross-boundary matters requiring further engagement between the two organisations.

2. Respective work programmes

Greater Cambridge work programme

CH provided a summary of the current programme for the Greater Cambridge Local Plan, including the following points:

- Today, the Councils have published submissions to date to the Call for Sites, as well as responses to the First Conversation consultation.
- In October/November, the non-statutory member group (Joint Local Planning Advisory Group) will meet to consider in public initial findings on a wide range of baseline evidence and consideration of strategic growth and spatial options. No decisions on preferred options will be taken at this point. The strategic options are not site specific.
- In late 2020, focused stakeholder engagement will take place to consider the baseline evidence and strategic growth and spatial options.
- In summer 2021, public consultation will take place on a Preferred Option
- A first Duty to Cooperate roundtable has been set for 22nd September, alongside initial bilateral meetings such as this one. It is intended to have a further round of DtC meetings alongside stakeholder engagement in the Autumn. It has not been determined yet what level these meetings will take place at. i.e. whether at officer level or whether members will be included.
- TDS referred to evidence being commissioned Strategic Heritage Impact Assessment and North East Cambridge Townscape Strategy, noting that DM had been involved in shaping the brief, and invited DM to attend the inception meeting. Noted that the evidence includes three strands:
 - Local Plan: heritage impact of densification within the city
 - North East Cambridge – HIA for North East Cambridge taking the same approach as well as Townscape Assessment
 - Townscape strategy, bringing together HIA and townscape assessment, picking up landscape work previously undertaken

Historic England work programme

DM summarised Historic England's (HE) programme/current work priorities, including the following points:

- HE is advising LPAs to seek to future-proof plan-making in relation the Planning White Paper proposals
- Suggested that the Councils should review the emerging HE advice note on taller buildings.
- HE is seeking to support and help LPAs through the plan-making process. Noted the importance of early evidence and work, to support sound plan-making. Noted the challenge of fitting such early work in the proposed 30-month timetable.

Discussion included the following points:

- In relation to the current Planning White Paper proposals, the Councils have decided to continue with its previously agreed Local Plan programme for now, on the basis that the current stage of work focuses on growth levels and strategy options, which will in great part be relevant whatever new planning regime may be agreed.
- CH asked DM/AM to provide any specific points in relation to heritage that could help future proof the Local Plan.

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SM provided an overview of the Greater Cambridge proposed approach to Duty to Cooperate and Statement of Common Ground, drawing on sections 2-6 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document shared with the agenda.

Discussion included the following points:

- DM/AM supported the general approach to the Duty to Cooperate
- In relation to documenting the Duty to Cooperate, DM suggested that a tabular form for a Statement of Common Ground might be helpful, and noted that a single Statement of Common Ground document might get long and complex. She suggested that a single covering document with several appendices might provide a more manageable approach
- Governance arrangements
 - DM confirmed that she would sign off a Statement of Common Ground. If more senior sign off was required, Tony Palladine would be the relevant signatory.
 - Noted that given the high profile nature of Cambridge from a heritage perspective, Historic England's national advisory body might advise on comments regarding the Local Plan.

4. Discussion of potential strategic matters

SMo provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, noting in particular:

- for most matters no current substantive issues have to date been identified, and that substantive discussion would likely begin following publication of baseline evidence and assessment of strategic options later in the autumn.
- Further discussion of these matters will take place at the initial round table meeting taking place on 22nd September.
- The opportunity is also open to send comments via email on the Duty to Cooperate and Statement of Common Ground Proposed Approach document by 2nd October.

Discussion of strategic matters focused on heritage issues, including the following points:

Discuss issues arising within relevant strategic matters

- Noted that strategic call for sites proposals on boundary of Greater Cambridge might generate cross-boundary heritage impacts
- Discussion on whether heritage constitutes a strategic cross-boundary matter in its own right:
 - Agreed that the setting of heritage assets is capable of having a cross-boundary impact. Noted that the spatial options could impact on specific assets.
 - DM noted that whilst at a later stage in the plan-making process it may be that it is confirmed that there are no cross-boundary heritage impacts generated by the Local Plan, potential impacts should not be discounted at present.
 - DM referred to Heritage England's First Conversation response re. setting of heritage assets.
 - Noted that the North East Cambridge Area Action Plan Strategic Heritage Impact Assessment brief explicitly identifies views of Ely cathedral as an example of a cross-boundary matter.
 - DM noted the need for an historic landscape characterisation evidence base to support plan-making for Greater Cambridge and Cambridgeshire as a whole.

Action	Lead
confirm whether matters that don't cross administrative boundaries are relevant to the statutory Duty to Cooperate, as opposed to being substantive points to address via wider plan making processes.	CH/SM

review whether strategic cross-boundary matters under Duty to Cooperate include those between Cambridge and South Cambridgeshire, and confirm with DM.	CH/SM
--	-------

5. AOB, including confirmation of next meeting/point of engagement

CH noted that the Councils will be working through First Conversation responses, and asked if DM/AM wished to highlight any particular points.

Discussion included the following points:

- DM: focus is on ensuring solid evidence base. Recommend looking carefully at how 5 step methodology for assessing sites, as set out in Historic England Advice Note 3 (HEAN3). She offered to advise further on this issue.
- DM asked the Councils to consider the need for historic landscape characterisation evidence, which could also be as a wider Cambridgeshire study.
- Green Belt review: CH noted that all options are open, including reviewing the Green Belt.

Action	Lead
share link to HEAN3 with TDS.	DM

National Highways



Greater Cambridge Local Plan duty to cooperate scoping meeting:
National Highways

Friday 11th September 2020 9:30-11:00, Via Teams

Attending

Name	Organisation
------	--------------

Paul Frainer, Assistant Director Strategy & Economy	Greater Cambridge Planning Service
Jonathan Dixon, Planning Policy Manager	Greater Cambridge Planning Service
Stuart Morris, Principal Policy Officer (SM)	Greater Cambridge Planning Service (GCPS)
Eric Cooper, Spatial Planning Manager, Anglia area	National Highways

Meeting summary

Key discussion points

- Agreed: need to work together to ensure validation of modelling and aligned view of impact of sites submitted via Call for Sites
- Noted: if the infrastructure ask generated by the Local Plan was greater than could be dealt with through the planning process, this could inform a case to support bids to future RIS
- Noted: key trunk road junctions affected by congestion: Milton interchange; M11 J10 and J13

Actions

Action	Lead
Share HE route visions relevant to the Greater Cambridge area	Stephen Greenhill
Agreed to invite SG and EC to GCLP transport sub-group	GCSP
feedback to HELAA team to liaise with HE (AECOM)	JD
ask HE AECOM technical support to produce a review of potential trunk road junctions in Greater Cambridge that might be influenced by growth	EC
ask ACEOM team to talk to Lou Mason Walsh regarding validation of the CSRM model	EC
look up study regarding slip roads at Fen Ditton	EC
share information with GCSP re. improvements to M11 J8	EC
comment on DtC proposed approach document	EC/Stephen Greenhill

1. Introductions

SM introduced the purpose of the meeting, including the following points:

- The meeting was intended to share Greater Cambridge's proposed approach to engaging with National Highways under the Duty to Cooperate and in relation to one or more Statements of Common Ground,

and to identify the strategic cross-boundary matters requiring further engagement between the two organisations.

Discussion included the following points:

- EC noted the importance of working together through the Local Plan-making process, to understand what each organisation is seeking to achieve, and also to ensure that both organisations work together to support coherent funding bids to Road Investment Schemes.

2. Respective work programmes

Greater Cambridge work programme

SM provided a summary of the current programme for the Greater Cambridge Local Plan, including the following points:

- On 15th September, the Councils will publish submissions to date to the Call for Sites, as well as responses to the First Conversation consultation.
- In October/November, the non-statutory member group (Joint Local Planning Advisory Group) will meet to consider in public initial findings on a wide range of baseline evidence and consideration of strategic growth and spatial options. No decisions on preferred options will be taken at this point. The strategic options are not site specific.
- In late 2020, focused stakeholder engagement will take place to consider the baseline evidence and strategic growth and spatial options.
- In summer 2021, public consultation will take place on a Preferred Option
- A first Duty to Cooperate roundtable has been set for 22nd September, alongside initial bilateral meetings such as this one. It is intended to have a further round of DtC meetings alongside stakeholder engagement in the Autumn. It has not been determined yet what level these meetings will take place at. i.e. whether at officer level or whether members will be included.

National Highways work programme

EC summarised the current National Highways (HE) work programme as relevant to Greater Cambridge Local Plan, including the following points:

- The HE team for the Anglia area includes:
 - Transport planners
 - spatial planner
- AECOM technical support
- Noted in particular improvement projects on the A428 and A1.
- EC shared a diagram proposing how HE might engage in the Local Plan process at different stages. Input might include:
 - understanding needs
 - inform identification of growth options

- input to site assessments
- provision of an initial view of transport pinchpoints,
- Discussion of how to facilitate future growth
- EC noted that HE prepare route visions, future iterations of which could be influenced by the Local Plan
- EC noted that if the infrastructure ask generated by the Local Plan was greater than could be dealt with through the planning process, this could inform a case to support bids to future RIS.
- EC keen that Stephen Greenhill – route manager covering Cambridgeshire – should be involved going forwards

Action	Lead
Share HE route visions relevant to the Greater Cambridge area	Stephen Greenhill

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

Discussion focused on the key engagement points for HE to input to the Local Plan, including:

- The ongoing Local Plan transport sub-group
 - EC confirmed he is happy with the transport sub-group approach
 - Noted that this is intended to be the primary forum for discussion of technical transport issues
 - Noted that the transport sub-group Currently considering early transport modelling, followed by sensitivity testing
 - Once modelling output has been provided there will be opportunity to talk about impacts well before a choice is made

Action	Lead
Agreed to invite SG and EC to GCLP transport sub-group	GCSP

- Direct input to the Housing & Economic Land Availability Assessment (HELAA) process
 - Noted that team reviewing HELAA sites will be coming to HE team for comment

Action	Lead
Feedback to HELAA team to liaise with HE (AECOM)	JD

- Specific Duty to Cooperate and wider stakeholder engagement roundtable and bilateral meetings
 - Noted that these were the most appropriate forums to discuss wider plan-making issues regarding development needs, spatial options, and specific sites

Governance arrangements

EC noted that HE could provide director-level sign off if required. GCSP to advise.

Simon O'Moore, would be the relevant director to sign off

4. Discussion of potential strategic matters

Discussion of strategic matters focused on transport issues, including the following points:

Potential 'show-stoppers'

- EC suggested need to be mindful about potential show stoppers for the larger sites, in relation to the proposal that allocations form the equivalent of outline planning permission. Noted that this places a burden on the council previously with developers
- Agreed to continue to work together whatever the process might be.
- Agreed need to identify show-stoppers in more detail than previously when identifying sites
- EC noted that for Greater Norwich HE considered all the junctions that might be influenced by growth. EC offered to produce this review for Greater Cambridge. Opportunity to provide information to inform key member priority intervention

Action	Lead
ask HE AECOM technical support to produce a review of potential trunk road junctions in Greater Cambridge that might be influenced by growth	EC

Approach to transport evidence

Discussion included the following points:

- EC is supportive of the transport evidence support provided by Cambridgeshire County Council
- HE is generally happy with use of CSRM. Would usually get AECOM to validate use of that model
- EC is keen to provide initial views on the strategic options
- Once growth scenarios are identified, HE can give a view on trunk road network impacts
- EC asked whether there have been modelling discussions between GCSP and A428 team? Noted the need to ensure aligned modelling assumptions and that the CSRM is validated
- Noted that the County Council team has been trying to liaise with East West Rail Company about what data is available for this project

Action	Lead
ask ACEOM team to talk to Lou Mason Walsh regarding validation of the CSRM model	EC

Locations

Discussion included the following points:

- M11: J10 and J13 are particularly congested.
- HE is concerned about Milton interchange in relation to A10 proposals. Noted that HE have an ongoing meeting with Rowland Potter to discuss this issue
- Development at Stansted resulted in partners submitting funding for improvements to M11 J8
- EC suggested that development at NECAAP will result in trunk road pressures, even with the trip budget approach being taken.
- Pipeline scheme for M11 J13: Noted that this scheme was sent to council Chief Executives, flagging schemes of relevance in RIS 2.

Action	Lead
look up study regarding slip roads at Fen Ditton	EC
share information with GCSP re. improvements to M11 J8	EC

5. AOB, including confirmation of next meeting/point of engagement

SM noted that further engagement with HE regarding the Duty to Cooperate would take place via the following methods:

- Duty to Cooperate initial roundtable on 22nd September
- Local Plan transport sub-group
- Further Duty to Cooperate roundtable later in the year
- Possible further bilateral meeting to be in autumn probably November or December.

Action	Lead
comment on DtC proposed approach document	EC/Stephen Greenhill

Cambridgeshire & Peterborough Clinical Commissioning Group/National Health Service Commissioning Board/ Cambridgeshire & Peterborough Health & Wellbeing Board



Greater Cambridge Local Plan duty to cooperate scoping meeting:
Health organisations

Thursday 8th October 2020 12-1pm, Via Teams

Attending

Name	Organisation
Greg Macrdechian, Senior Policy Officer (GM)	Greater Cambridge Shared Planning (GCSP)
Julian Sykes, Principal Policy Officer (JS)	Greater Cambridge Shared Planning (GCSP)
Stuart Morris, Principal Policy Officer (SM)	Greater Cambridge Shared Planning (GCSP)
Katie Gosling (KG)	Strategic Estates Lead– Cambridge and Peterborough NHS Estates Delivery Team NHS England and NHS Improvement – East of England Region
Jonathan Stone (JSt), Project Support Officer	Cambridgeshire & Peterborough Clinical Commissioning Group

Meeting summary

Key discussion points

- Agreed: this meeting does not constitute a formal Duty to Cooperate discussion, but rather a preliminary discussion to inform future engagement. A particular issue

- Noted: need to confirm appropriate NHS representatives to be involved in statutory Duty to Cooperate discussions on an ongoing basis.

Actions

Action	Lead
Duty to Cooperate to be included as a short agenda item at the 12 th October Estates Group meeting.	JS
forward a list of the STP Estates Group invitees to GM and JS.	JSt
draft a structure outlining the appropriate prescribed bodies from the NHS for JS and GM to present at Monday's STP Estate Group meeting.	KG
liaise with Iain Green as to how Sports England can input from a health & wellbeing perspective. All agreed the County Council's role on wellbeing may be broader than initially anticipated.	JS/GM
Consult with David Parke re. appropriate signatories from the CCG	JSt
Raise with Jo Fox (National Head of Primary Care) the question of whether any data is available on optimum patient lists for a sustainable development. Post meeting note: KG confirmed that no appropriate data is available to inform an in-principle threshold for a GP surgery at this point. Agreed to put within the Sustainable Settlement Sizes report this challenge, and to note that ongoing engagement between GCSP and NHS to inform sustainable planning through the plan-making process.	KG/JSt

1. Introductions

SM introduced the Duty to Cooperate, including providing an overview of the Duty to Cooperate and Statement of Common Ground Proposed Approach document, and the requirements placed on the relevant bodies.

JS referred to the review of health organisational contacts (included in the Health Subgroup agenda shared ahead of the meeting), noting that the health bodies relevant to the statutory Duty to Cooperate include:

- Cambridgeshire & Peterborough Clinical Commissioning Group (CCG)
- National Health Service Commissioning Board
- Cambridgeshire & Peterborough Health & Wellbeing Board
- (as well as Cambridgeshire County Council)
- JS asked KG/JSt if they could confirm appropriate health representatives in relation to the statutory Duty to Cooperate.

Discussion included the following points:

- KG and JSt were invited to provide feedback on the proposed engagement under the duty to cooperate.
- KG stressed that there would need to be clarity on the role of the Clinical Commissioning Group (CCG). As the NHS is split between commissioner and provider, the CCG would need to capture that in its capacity. JS suggested capturing the CCG in a structure/diagram to help clarify this and cement understanding would be helpful for all. KG suggested raising this at the STP Estates Group meeting on October 12th as all the key Health partners would be represented.
- All agreed that today's meeting could be regarded as a starting point in the engagement process for the benefit of the Local Plan and NEC and would be formally recorded as such. KG suggested it should be recorded as a step towards how best to facilitate engagement as opposed to an engagement itself and stressed that there were a number of elements involved in engagement on the Local Plan, not only issues around growth but also NHS land that could come forward for redevelopment and its impact on the Local Plan. Issues extending beyond Primary Care requirements of growth sites would require multi layers of engagement.
- JSt agreed and stated that the substantive issues would be clarified at a later stage once the process for engagement had been set out.

Action	Lead
Duty to Cooperate to be included as a short agenda item at the 12 th October Estates Group meeting.	JS
forward a list of the STP Estates Group invitees to GM and JS.	JSt

2. Respective work programmes

SM provided an overview of the current status and future programme for the Greater Cambridge Local Plan, noting in particular that:

- the first substantive conversations around firm evidence and the direction of travel will begin towards the end of the year. Views on options and the impact of these options would be the primary focus of these discussions, prior to reaching a Preferred Option to be agreed internally within the Council.

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SMo provided an overview of the Greater Cambridge proposed approach to Duty to Cooperate and Statement of Common Ground, drawing on sections 2-6 of the Duty to Cooperate and Statement of Common Ground Proposed

Approach document shared with the agenda, and invited KG and JSt to provide feedback on the proposed engagement under the duty to co-operate.

Strategic geography

SM introduced the proposed strategic geography for a Statement of Common Ground as set out in section 6.1 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion included the following points:

- KG confirmed that the boundaries of the NHS were not confined to those outlined in the Figure 1 illustration of the Greater Cambridge area and so did not align, but that this was a common factor everywhere.
- All agreed it would be more helpful to be driven by the functional geographies of the issues that arise rather than by the administrative boundaries (although recognising that the Local Plan has its own specific geographical boundaries). Issues with wider regional or cross-boundary impacts may need to be addressed later in the Duty to Cooperate process according to GM.

Signatories

SMo summarised the proposed parties involved for a Statement of Common Ground as set out in section 6.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion included the following points:

- These are described in the document as ‘the prescribed bodies for which substantive strategic matters are identified.’ The NHS has been identified as one of these prescribed bodies.
- KG stressed that the Strategic Transformational Partnership (STP) and Integrated Care System (ICS) would work as one to push the Health agenda. This can be raised at Monday’s STP Estates Group meeting.

Action	Lead
draft a structure outlining the appropriate prescribed bodies from the NHS for JS and GM to present at Monday’s STP Estate Group meeting.	KG
liaise with Iain Green as to how Sports England can input from a health & wellbeing perspective. All agreed the County Council’s role on wellbeing may be broader than initially anticipated.	JS/GM
Consult with David Parke re. appropriate signatories from the CCG	JSt

4. Discussion of potential strategic matters

SM provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document. Focusing on health infrastructure, SM asked a specific question as follows:

- consultants were asked to produce a short report on what a settlement of a sustainable size would look like. This would depend on infrastructure (example- schools, GP surgeries) and thresholds. The report states that the smallest settlement site would be up to 4,500 homes (although this was not based on a Cambridgeshire context). Although noting the various challenges involved in advising on this, SM asked whether there was a way of identifying an in-principle threshold for a GP surgery that could inform a Cambridgeshire context for a sustainable development.

Discussion included the following points:

- KG noted that there are several issues to consider. Centrally, there is work underway re what would be included in a new community hub - its size and footprint - and the number of GPs that would determine patient lists, but this is in its early stages. KG is not aware of data on optimum patients lists but KG can consult with colleagues on this on both the local and national level in the Primary Care team.
- GM noted that data by Inform Plus does provide some broad information on the number of GPs per head of population. For NEC, calculations would reveal this would equate to 13.7 GPs for the surgery (although this is old data and not an optimum figure but a reflection of the level of need generated by the population).
- KG stressed that the demands of any population could vary significantly depending on the demographics. A threshold could be attained through discussions with Jo Fox if no solid data is available.

Action	Lead
Raise with Jo Fox (National Head of Primary Care) the question of whether any data is available on optimum patient lists for a sustainable development. Post meeting note: KG confirmed that no appropriate data is available to inform an in-principle threshold for a GP surgery at this point. Agreed to put within the Sustainable Settlement Sizes report this challenge, and to note that ongoing engagement between GCSP and NHS to inform sustainable planning through the plan-making process.	KG/JSt

5. AOB, including confirmation of next meeting/point of engagement

Discussion included the following points:

- Agreed that an element of discussion at the forthcoming STP Estates group meeting on Monday 12th October could raise the issue of NHS representation in relation to the statutory Duty to Cooperate.

Natural Cambridgeshire (Local Nature Partnership)



Greater Cambridge Local Plan duty to cooperate scoping meeting: Natural Cambridgeshire

Monday 9th November 2020 11:00-12:00, Via Teams

Attending

Name	Organisation
Paul Frainer, Assistant Director (PF)	Greater Cambridge Shared Planning (GCSP)
Jon Dixon, Planning Policy Manager (JD)	Greater Cambridge Shared Planning (GCSP)
Stuart Morris, Principal Policy Officer (SM)	Greater Cambridge Shared Planning (GCSP)
Mairead O'Sullivan, Senior Planning Officer (MO)	Greater Cambridge Shared Planning (GCSP)
Richard Aste (RA), chairman of Natural Cambridgeshire	Natural Cambridgeshire (NC)

Meeting summary

Key discussion points

- Recommended: GCSP to include NC's 5 priority landscapes in Local Plan thinking
- Confirmed: NC will not comment on site specific issues
- Agreed: GCSP should continue to prioritise natural environment issues, through planning processes and also as a stakeholder to major transport infrastructure schemes, including making connections between relevant themes.

Actions

Action	Lead
Send to GCSP NC's position statement on the Green Belt	RA
Consider providing a position statement regarding NC's role in relation to the Duty to Cooperate for Greater Cambridge Local Plan	RA

1. Introductions

PF introduced the purpose of the meeting.

2. Respective work programmes

Greater Cambridge work programme

- JD provided a summary of the current programme for the Greater Cambridge Local Plan and North East Cambridge Area Action Plan, including the following points:
- GCSP will be publishing evidence base documents relating to the Local Plan (LP) in mid-November – these include testing of the strategic spatial options including Green Infrastructure(GI) work
- There are a series of workshops scheduled with different stakeholders following the data release. There will also be a second round of Duty to Cooperate meetings following the data release. These are expected in December and January.
- GCSP will continue to work on evidence base documents and a full consultation on the preferred option is expected in summer/autumn 2021
- Draft plan expected for consultation in 2022
- NEC AAP– A consultation took place over the summer of 2020. GCSP are in the process of reviewing comments. The timetable for the AAP aligns with LP – part of preferred option for the LP
- NEC AAP is tied to Wastewater treatment centre relocation/ DCO process. NEC is further ahead than LP but will pause to wait for DCO.

Discussion:

- Noted GCSP is on the Natural Capital Group for the CaMKOx arc. Bridget Smith is on the environmental group which is chaired by Liz Watts. This workstream has no statutory status but is a big work programme that provides the councils with opportunities to tie in wider environmental work with LP
- Noted that GCSP is also involved in Future Parks Initiative (also non-statutory)

Natural Cambridgeshire (NC LNP) work programme

RA provided a summary of the Natural Cambridgeshire's role, priorities and current work programme:

- NC LNP role is as a champion and catalyst at a strategic level – it is not a delivery body.
- Doubling nature is NC's key objective, note that both councils have declared biodiversity emergencies.
- **2 streams of work to deliver:**

- 1. Top down ambitions – 5 priority landscapes across Cambridgeshire and Peterborough – these represent the biggest opportunities for nature recovery and access to nature. 2 or 3 are within GC area: Gog Magog hills (may become a larger area), Connected fens – Wicken Fen area / Ouse Valley and landscape along river. Noted that these are loosely defined geographically. Priorities are for large scale nature recovery or creation of new nature reserves in these landscapes
- Aim is to reap benefits of biodiversity off setting and agricultural subsidies (tier 3 subsidies – big areas with multiple landowners) - Considering how do contributions from planning can support this process – offsetting from developers using framework
- 2. Bottom up – enabling/championing communities (often at parish level) to have their own nature recovery plan – small ticket items– these have a cumulative benefit if all get involved.
- A key factor is how to fund environmental ambitions. Currently exploring mechanism across Cambridgeshire and Peterborough to streamline this and build up funds for nature recovery – BNG/Offsetting/Agricultural subsidies – Currently working to create a simple framework so that landowners can access funding to create nature recovery

Discussion:

- RA confirmed that there is an intention to create a single framework and funding structure rather than a fragmented approach which could be competitive. The programme for funding is a work in progress; it ties in with future parks as they have commissioned works on funding and governance models. Environmental Finance due to make a recommendation on this by mid-2021.

3. Discussion of proposed approach to Duty to Cooperate and Statement of Common Ground

SM provided an overview of the Greater Cambridge proposed approach to Duty to Cooperate and Statement of Common Ground, drawing on sections 2-6 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document shared with the agenda, including the following points:

- Notwithstanding White Paper proposals, there is a distinction between statutory Duty to Cooperate and requirements for a Statement of Common Ground as set out in national policy. The Proposed Approach document seeks to account for this differentiation in an appropriate way.
- It is intended to produce a Duty to Cooperate Statement of Compliance to providing an audit trail showing how the Duty has been addressed, and

separately, one or more Statements of Common Ground at key stages as the outcome of the Duty to Cooperate process undertaken.

- Noted that notes from meetings such as this one will be set out in the appendix to the Duty to Cooperate Statement of Compliance.
- Confirmed that GCSP is happy to take comments by email after the meeting if any thoughts arise.

Strategic geography: Greater Cambridge:

SM introduced the proposed strategic geography for a Statement of Common Ground as set out in section 6.1 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Parties involved:

SM summarised the proposed parties involved for a Statement of Common Ground as set out in section 6.3 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document.

Discussion included the following points:

- RA queried if internal drainage boards / catchment trusts and the Forestry Commission should be included in Duty to Cooperate or Statement of Common Ground engagement. SM confirmed that statutory Duty to Cooperate bodies are strictly defined but GCSP is talking to these stakeholders including for example in the water study and GI study.

Governance arrangements

SM summarised the proposed approach to governance arrangements for a Statement of Common Ground as set out in section 6.4 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document. He queried who from NC should be involved in coordinating meeting and who will sign the Statement of Common Ground.

Discussion included the following points:

- RA to coordinate NC input in relation to the Duty to Cooperate for the moment until a coordinator is on board; RA to be sign Statement of Common Ground
- Discussion about the format of the Statement of Common Ground which will have different elements that organisations can sign up to where relevant. RA – nature recovery does not respect administrative boundaries and there areas where NC would want to work with multiple authorities to achieve goals
- Discussion took place regarding ensuring appropriate governance of NC's input to the Local Plan process including managing conflicts of interest:
 - RA confirmed that NC will not comment on site specific issues – all sites need to respect the doubling nature ambition and urge planning

colleagues to take this forward – NC respects the existing planning policy framework.

- PF – It is important to be overt in the way we address issues around potential conflicts of interest as transparency is very important, noting that as a partnership, NC is in a unique position as a prescribed body under the Duty to Cooperate that is also a partnership of a wide range of bodies, some of whom have conflicts of interest.
- Suggested to agree attendance at future Duty to Cooperate meetings ahead of time to ensure appropriate NC representation. Likely to be RA – recognising he will maintain communication with wider NC Board.

Action	Lead
Send to GCSP NC's position statement on the Green Belt	RA
Consider providing a position statement regarding NC's role in relation to the Duty to Cooperate for Greater Cambridge Local Plan	RA

4. Discussion of potential strategic matters

SM provided an overview of the proposed list of strategic cross-boundary matters relevant to Greater Cambridge, as set out in section 2 of the Duty to Cooperate and Statement of Common Ground Proposed Approach document. SM only covered Local Plan in the meeting but requested that NC make any comments they may have on NEC Duty to Cooperate position statement by email.

The introduction to specific strategic matters and discussion regarding them included the following points:

- **Strategy:**
- SM noted details from the evidence bases will be published next week.
- Discussion: no comment
- **Gypsy and Traveller accommodation needs:** The Councils have yet to publish evidence on this topic.
- **Transport:**
 - Discussion: RA – Transport can have very detrimental impact on nature as cuts through landscapes but habitat creation from big budget projects can be very beneficial and can help doubling nature proposal if done the right way
- **Wildlife habitats, green infrastructure and landscape:** SM noted that a green infrastructure base and landscape character assessment base being developed – lots of evidence sources including habitat mapping from 2019 and engagement with board of NC – evidence is being published next week with commentary on proposed options.

- Discussion: RA – suggested amending proposed approach document to provide further context such as mentioning the biodiversity crisis/Biodiversity emergencies – similar to the paragraph on water.
- **Water:** SM noted that water supply and quality in particular is a high priority for GCSP. Water and flood risk evidence being prepared with one element focusing on abstraction.
 - Discussion: Agreed that this is a complex problem with overlaps into other topics. Finding solutions will require working in partnership such as with Water Resources East.
- **Energy, carbon offsetting and renewable energy generation:** SM noted potential for carbon offsetting – evidence being published next week
 - Discussion: SM - All evidence base consultants are talking to each other to try to join up the evidence bases
- **Social, health and community infrastructure:** SM noted that that a Duty to Cooperate matter but not primarily of interest to NC.
 - Discussion: No comment.
- **Strategic developments on the boundary of Greater Cambridge:**
 - RA noted that this is not of interest of interest to NC as they do not comment on site specific matters.

5. AOB, including confirmation of next meeting/point of engagement

SM summed up and requested that RA share any further thought or thoughts of the board by email. The summing up discussion included the following points:

- There will be more substantive discussion once evidence is published, A future roundtable and bilateral meetings are taking place in coming months
- Noted that doubling nature is central in GCSP proposals. NC's role to advise on how we can make it happen is valued
- RA – advised to look at 5 priority landscape and include those in GCSP thinking –NC is interested in how BNG and offsetting as well as the funding model (once worked up) will feed into LP

Civil Aviation Authority

- No engagement under Bilateral meetings

Homes England

- No engagement under Bilateral meetings

Office of Rail Regulation

- No engagement under Bilateral meetings

Mayor of London

- No engagement under Bilateral meetings

Appendix 3: Table showing which Duty to Cooperate bodies responded to consultations on the Area Action Plan

Duty to cooperate body	Responded to 2014 consultation	Responded to 2019 consultation	Responded to 2020 consultation
Cambridgeshire County Council	Yes	Yes	Yes
Hertfordshire County Council	No	Yes	No
Huntingdonshire District Council	No	No	Yes
Cambridgeshire & Peterborough Combined Authority	N/A – not in existence	No	Yes
Environment Agency	Yes	Yes	Yes
Natural England	Yes	Yes	Yes
Historic England	Yes	Yes	Yes
Transport for London	No	Yes	No
Cambridgeshire & Peterborough Clinical Commissioning Group	No	No	Yes
National Health Service Commissioning Board	No	No	No
Cambridgeshire & Peterborough Health & Wellbeing Board	No	No	No
Civil Aviation Authority	No	No	No
Homes England	No	No	No
Office of Rail Regulation	No	No	No

Duty to cooperate body	Responded to 2014 consultation	Responded to 2019 consultation	Responded to 2020 consultation
Mayor of London	No	No	No
Natural Cambridgeshire (Local Nature Partnership)	No	No	No
Marine Management Organisation	No	No	No
Coal Authority	No	No	No
National Highways	No	No	No
East Cambridgeshire District Council	No	No	No
West Suffolk Council	No	No	No
Braintree District Council	No	No	No
Uttlesford District Council	No	No	No
North Hertfordshire District Council	No	No	No
Central Bedfordshire Council	No	No	No
Essex County Council	No	No	No
Suffolk County Council	No	No	No

