



## SOUTH AREA COMMITTEE



### AGENDA

**To: City Councillors:** Dryden (Chair), Meftah (Vice-Chair), Ashton, Blackhurst, Birtles, McPherson, Pippas, Stuart and Swanson

**County Councillors:** The County Councillors for Cherry Hinton, Trumpington and Queen Edith's are not seeking re-election. The new County Councillors will be elected on 3<sup>rd</sup> May.

*Dispatched: Tuesday, 30 April 2013*

**Date:** Thursday, 9 May 2013

**Time:** 7.00 pm

**Venue:** Trumpington Village Hall - High Street Trumpington Cambs CB2 9HZ

**Contact:** Glenn Burgess

**Direct Dial:** 01223 457013

**1 APOLOGIES FOR ABSENCE**

**2 MINUTES** *(Pages 7 - 14)*

**3 MATTERS AND ACTIONS ARISING FROM THE MINUTES**

**4 DECLARATIONS OF INTEREST**

Members of the committee are asked to declare any interests in the items on the agenda. In the case of any doubt, the advice of the Head of Legal should be sought **before the meeting**.

**5 OPEN FORUM**

**6 POLICE AND CRIME COMMISSIONER**

**7 POLICING AND SAFER NEIGHBOURHOODS** *(Pages 15 - 24)*

**8 COMMUNITY DEVELOPMENT AND LEISURE GRANTS**  
*(Pages 25 - 34)*

**9 DEVOLVED DECISION-MAKING AND DEVELOPER CONTRIBUTIONS: TAKING FORWARD SOUTH AREA'S PRIORITY PROJECTS**

To follow

**Planning Items**

**10 ENFORCEMENT EXPEDIENCY REPORT: 28 ALMONERS AVENUE** *(Pages 45 - 54)*

**11 13/0409/FUL - EF LANGUAGE SCHOOL, 221 HILLS ROAD**  
*(Pages 55 - 92)*

# Meeting Information

## Open Forum

Members of the public are invited to ask any question, or make a statement on any matter related to their local area covered by the City Council Wards for this Area Committee. The Forum will last up to 30 minutes, but may be extended at the Chair's discretion. The Chair may also time limit speakers to ensure as many are accommodated as practicable.

## Public Speaking on Planning Items

Area Committees consider planning applications and related matters. On very occasions some meetings may have parts, which will be closed to the public, but the reasons for excluding the press and public will be given.

Members of the public who want to speak about an application on the agenda for this meeting may do so, if they have submitted a written representation within the consultation period relating to the application and notified the Committee Manager that they wish to speak by **12.00 noon on the working day before the meeting.**

Public speakers will not be allowed to circulate any additional written information to their speaking notes or any other drawings or other visual material in support of their case that has not been verified by officers and that is not already on public file.

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The Chair will adopt the principles of the public

speaking scheme regarding planning applications for general planning items and planning enforcement items.

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## **Representations on Planning Applications**

**Public representations** on a planning application should be made in writing (by e-mail or letter, in both cases stating your full postal address), within the deadline set for comments on that application. You are therefore strongly urged to submit your representations within this deadline.

**Submission of late information** after the officer's report has been published is to be avoided. A written representation submitted to the Environment Department by a member of the public after publication of the officer's report will only be considered if it is from someone who has already made written representations in time for inclusion within the officer's report.

Any public representation received by the Department after 12 noon two working days before the relevant Committee meeting (e.g. by 12.00 noon on Monday before a Wednesday meeting; by 12.00 noon on Tuesday before a Thursday meeting) will not be considered.

The same deadline will also apply to the receipt by the Department of additional information submitted by an applicant or an agent in connection with the relevant item on the Committee agenda (including letters, e-mails, reports, drawings and all other visual material), unless specifically requested by planning officers to help decision-making.

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**Queries reports** on If you have a question or query regarding a committee report please contact the officer listed at the end of relevant report or Democratic Services on 01223 457013 or [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk).

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**SOUTH AREA COMMITTEE**7 March 2013  
7.30 - 8.50 pm

**Present:** Councillors Meftah (Vice-Chair), Ashton, Blackhurst, Birtles, McPherson, Pippas, Swanson, Heathcock and Shepherd

**Officers Present**

Head of Streets and Open Spaces – Toni Ainley  
City Development Manager – Sarah Dyer  
Planning Investigation Officer – Debs Jeakins  
Committee Manager – Martin Whelan

**Also**

Head of Transport, Infrastructure Policy & Funding, Cambridgeshire County Council – Dearbhla Lawson  
Area Manager, Cambridgeshire County Council – Brian Stinton

**FOR THE INFORMATION OF THE COUNCIL****13/9/SAC Apologies for Absence**

Apologies for absence were received from City Councillors Dryden and Stuart.

**13/10/SAC Minutes**

The minutes of the previous meeting were agreed as a true and accurate record.

**13/11/SAC Matters and Actions Arising from the Minutes**

Cllr McPherson highlighted that the speed survey on Church End, Cherry Hinton suggested by the Police at the previous meeting was welcomed but had not yet happened.

**13/12/SAC Declarations of Interest**

There were no declarations of interest.

**13/13/SAC Open Forum**

A member of the public expressed concern about the management of the Hauxton Road Cemetary and specifically the poor quality of the sign outside of the cemetery. The Head of Streets and Open Spaces agreed to investigate and report back.

Members of the committee highlighted a number of forthcoming community events.

**13/14/SAC Enforcement Item - 27 Babraham Road**

The committee received a report regarding a breach of planning conditions and material change of use of 27 Babraham Road, Cambridge.

The representative of the owner (Mr Philip Kratz) addressed the committee and spoke against the proposed enforcement activity. The representative briefly outlined the history of the site and the nature of its use.

Mr Cinque spoke in favour of the proposed enforcement activity. The committee were advised that the site was being used for activities contrary to the previous planning permission, and that this adversely affected the quality of life for neighbourhoods.

**Resolved** (Unanimously)

- i. To authorise five enforcement notices under S172 of the Town and Country Planning Act 1990 (as amended) in respect of the breach of all four conditions of C/97/0695 and the material change of use of 27 Babraham Road, to be issued following the conclusion of the pre-existing appeal.
- ii. To authorise the Head of Planning (after consultation with the Head of Legal Services) to draft and issue the enforcement notices.



- iii. To delegate authority to the Head of Planning (after consultation with the Head of Legal Services) to exercise the Council's powers to take further action in the event on non-compliance with the enforcement notices.

For the following reasons

- i. It appears to the Council that the breach of planning control has occurred within the last ten years. The applicant has undertaken development (in the form of a change of use and non compliance with planning conditions) without the benefit of planning permission.
- ii. The intensification of the business use has resulted in a change of use, which has given rise to noise and disturbance to neighbours resulting in an unacceptably adverse impact upon their amenities. The statement of reasons for each of the five enforcement notices are contained in point 4 of the draft Notices which can be found in appendix B of the committee report.
- iii. Mindful of the advice the development plan policies mentioned above and to all other material considerations, the Council consider it expedient to serve the enforcement notices in order to remedy the clear breach of planning control.
- iv. Consideration has been given to Human Rights including Article 1 Protocol 1 (protection of property), Article 6 (a right to a fair hearing within a reasonable time), Article 8 (right to respect for private family life) and Article 14 (prohibition of discrimination). It is considered that, if a certificate of lawfulness were refused, enforcement proceedings would be lawful, fair, non-discriminatory, and necessary in the general public interest to achieve the objective of upholding national and local planning policies, which seek to restrict such forms or new residential development. The time for compliance will be set as to allow a reasonable period for compliance.

### **13/15/SAC Enforcement Item - 60 Panton Street**

The committee received a report regarding unauthorised development at 60 Panton Street, Cambridge.

Ms Kenney spoke in favour of the recommendation to not proceed with enforcement action.

County Councillor Shepherd addressed the committee and highlighted the sensitive nature of the location, and urged the committee to consider the implications of not proceeding with enforcement action carefully.

**Resolved** (6 votes to 0) to authorise the Head of Planning Services to close the investigation into unauthorised operational development at 60 Panton Street on the grounds that it is not expedient to pursue the matter further.

### **13/16/SAC S106 funding from Area Corridor transport Plans**

The committee received a report from the Head of Transport, Infrastructure Policy & Funding (Cambridgeshire County Council) regarding the South Area Transport Corridor Fund.

The committee and members of the public expressed support for the proposal for a new pedestrian/ cycleway linking Trumpington Park and Ride, Clay Farm/Trumpington Meadows New School and guided bus way, subject to the following comments

- The scheme needed to be completed prior to the opening of the new school in September 2013.
- Consultation needed to be undertaken urgently with the Fawcett School.
- Clarification was requested on whether the £160,000 included lighting or not. The committee were advised that the project included some additional lighting and reconfiguration of existing lighting for the proposed path.

The committee and members of the public made the following comments on the rest of the report.

- i. Clarification was requested on why the Robin Hood Pub signals project had to wait until the improvements of the High Street. The committee were advised that any improvements to the signals didn't need to wait until the High Street improvements, but that the implications of any potential change to the signals needed to be considered in the context of the improvement to the High Street. The Head of Transport, Infrastructure Policy & Funding explained that it may be difficult to fund the signal improvements through this fund, but agreed to investigate and report back to a future meeting.
- ii. The Head of Transport, Infrastructure Policy & Funding agreed to clarify whether lighting would be included on the section of path from Trumpington to the Guided Busway as this was very dark. This as part of the 'lighting the guided busway project'.
- iii. County Councillor Heathcock emphasised the importance of County Council officers keeping Members up to date with proposals within their respective divisions.
- iv. The importance of developing a solution to improve the safety of major routes across Queen Edith's was highlighted. Follow up meeting planned to discuss.
- v. Officers were asked whether the previous proposals for an underpass on Hauxton Road instead of a crossing had been discounted. Officers confirmed that whilst not off the agenda, underpasses were expensive to construct and that the existing proposals would not increase the number of crossings places on Hauxton Road.
- vi. Officers were asked for an update on the proposals for Brooklands Avenue and whether the previous suggestion of purchasing adjoining land to increase the width of the pathway had been discounted. The committee were advised that a project to improve the quality of the pathway on Brooklands Avenue was being progressed jointly by the City and County Council.
- vii. The possibility of using the fund to introduce a footpath on Lime Kiln Hill was suggested. The Head of Transport, Infrastructure Policy & Funding explained that given the narrowness of this route, and the criteria for eligibility for this funding around mitigating impacts of

growth, that this is unlikely to fit the criteria and score well, but agreed to investigate.

- viii. The possibility of introducing a lay by on Robinson Way to allow safer use of buses by students at Long Road Sixth Form College was suggested. Officers agreed to investigate.
- ix. Officers were asked whether the fund could be used to tackle the issue of verge parking along Babraham Road such as the introduction of double yellow line markings. The committee were advised that it was unlikely that it could be funded through this fund, but that other funding sources would be investigated.
- x. The possibility of removing the inconsistent cycle signing south of the city, particularly between the city and the Shelford was suggested. The Head of Transport, Infrastructure Policy & Funding explained that this should be considered as part of the “radial route-signing project”.
- xi. Clarification was requested on whether the fund could be used to refresh the cycle markings on Hills Road. The Head of Transport, Infrastructure Policy & Funding confirmed that this couldn't be, but agreed to pass on the request to the maintenance.

### **13/17/SAC Approval of committee dates for 2013/14**

The committee approved the committee dates for 2013/14 as per the committee report.

The committee thanked County Councillor Heathcock for his service to the committee and wished him well for the future.

The meeting ended at 8.50 pm

**CHAIR**

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# Neighbourhood profile update Cambridge City South Neighbourhood

May 2013



**Steve Poppitt, Safer  
Neighbourhoods  
Inspector**

**Lynda KilKelly, Safer  
Communities Manager,  
Cambridge City Council**



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## **1. INTRODUCTION**

### **Aim**

The aim of the Neighbourhood profile update is to provide an overview of action taken since the last reporting period, identify ongoing and emerging crime and disorder issues, and provide recommendations for future priorities and activity in order to facilitate effective policing and partnership working in the area.

The document should be used to inform multi-agency neighbourhood panel meetings and neighbourhood policing teams, so that issues can be identified, effectively prioritised and partnership problem solving activity undertaken.

### **Methodology**

This document was produced using the following data sources:

- Cambridgeshire Constabulary crime and anti social behaviour (ASB) incident data for December 2012 to March 2013, compared to the previous reporting period (August 2012 to November 2012) and the same reporting period in 2011/12.
- City Council environmental services data for the period December 2012 to March 2013, compared to the same reporting period in 2011/12; and
- Information provided by the Safer Neighbourhood Policing Team, Cambridgeshire Fire & Rescue Service and the City Council's Safer Communities Section.



## 2. CURRENT PRIORITIES

At the South Area Committee meeting of 14 January 2013, the committee recommended adopting the following as priorities:

- ASB in Cherry Hinton to address the rise in criminal damage;
- Combating supply of controlled drugs in South area; and
- Theft of pedal cycles in Trumpington.

The Neighbourhood Action Group, at its meeting of 23 January, assigned the actions to be taken and the lead officers for each of the priorities. The tables below summarise the action taken and the current situation.

<b>ASB in Cherry Hinton to address the rise in criminal damage</b>	
<b>Objective</b>	To identify and tackle any problematic or anti-social groups in the Cherry Hinton area, especially around areas identified as being vulnerable to criminal damage.
<b>Action Taken</b>	<p>Approximately 70 hours of duty time was spent on this issue during the period. The focal points for the activity have shifted in response to the reporting of anti-social behaviour (ASB) and criminal damage in the area whilst maintaining a focus on the High Street as the most active area for ASB.</p> <p>This reporting period includes the most of winter, which is typically a time for reduced ASB due to the cold weather. Even taking this into account, ASB incidents have decreased compared to the equivalent period last year and compared to the previous reporting period. The high profile engagement and reassurance by the South team did not result in any alcohol confiscations or drug seizures, which can be directly attributable to the increased patrols. However, the incidents specifically linked to this activity show no reported underage drinking or suspected drug activity. In this reporting period the extra patrolling has resulted in more opportunity for positive high profile community engagement with local youths and residents.</p>
<b>Current Situation</b>	The situation is now much better compared to the first reporting period. However, it now appears to have reached a relatively stable level of activity. In the last few months there have been very few calls from Tesco on the High Street to report problems; the majority of those calls are to do with issues other than youth related ASB, being suspicious incidents involving persons possibly engaged in shoplifting or problems with older individuals. The local PCSOs now conduct regular police surgeries using the mobile police station on the High Street and

	<p>typically those surgeries take place at peak times for the use of the local community.</p> <p>There have only been seven reported instances of criminal damage in Cherry Hinton during this reporting period. Five of these are criminal damage to a vehicle and two of them are criminal damage to a dwelling. This compares extremely favourably to both the previous reporting period, August to November 2012, when there were twenty-nine recorded crimes and the equivalent reporting period last year when there were twenty-two reported crimes. There is no persistent, common theme between the offences reported this period.</p>
<b>Lead Officer</b>	Sergeant Jim Stevenson Cambridgeshire Constabulary

<b>Combating supply of controlled drugs in South area</b>	
<b>Objective</b>	<ul style="list-style-type: none"> <li>□ Target individuals and organised groups travelling to the South area of Cambridge to engage in the supply of controlled drugs, particularly Class A drugs.</li> <li>□ Target the supply of drugs, particularly Class A drugs, by individuals resident in the South area.</li> </ul>
<b>Action Taken</b>	<p>As a result of work started prior to the previous reporting period, the South team have charged eight people with possession with intent to supply Class A drugs (heroin, cocaine and crack cocaine). In addition, one person has been charged and another one summonsed for possession with intent to supply Class B drugs.</p> <p>The South team has executed four search warrants issued under the Misuse of Drugs Act 1971 and a series of linked searches of premises after arrests have taken place. These resulted in over £3,000 in cash and approximately 100 “deals” of Class A drugs being seized, as well as some significant seizures of Class B drugs (cannabis and amphetamine).</p> <p>Many of these individuals are now awaiting trial or sentencing. In April 2013, a male from London arrested by the South team in Mill Road was sentenced to 28 months in prison for possession with intent to supply both heroin and crack cocaine.</p>
<b>Current Situation</b>	Intelligence and information from the public still continues to come to the attention of the South team. This indicates there are still several individuals in the South area who remain active in the supply of controlled drugs. Work is currently being undertaken to develop this information into a form that can be presented to a court so that further search warrants can be

	<p>issued and executed. Although we have received some positive feedback from local residents about individuals we have already targeted, this is balanced by information about new individuals coming to the attention of concerned residents.</p> <p>There is still plenty of information that organised groups of individuals continue to travel to Cambridge from outside the area to supply controlled drugs. Identifying and targeting those individuals remains a priority for the South team.</p>
<b>Lead Officer</b>	Sergeant Jim Stevenson Cambridgeshire Constabulary

<b>Theft of pedal cycles in Trumpington</b>	
<b>Objective</b>	<ul style="list-style-type: none"> <li>□ Reduce the theft of pedal cycles in Trumpington, specifically those occurring in the Newtown area of the ward.</li> <li>□ Increase the awareness of local pedal cyclists about the risks of becoming a victim of cycle crime, by encouraging the use of sound crime prevention measures.</li> </ul>
<b>Action Taken</b>	<p>The South area team has so far undertaken two main forms of work: crime prevention; and targeted enforcement.</p> <p>The crime prevention work has consisted of: visits to local businesses, residences with communal cycle parks and educational premises, promoting the use of good quality locks and the Immobilise internet database; the use of E-cops to promote a message of Register, Report and Reunite; and the use of high visibility patrols around the Newtown area. Over the last reporting period, there have been approximately 15 hours of dedicated patrols on this priority.</p> <p>In addition to high profile patrols, the 'trap' cycle has also been deployed. However, this particular tactic has not been explored to its full potential and further work around this tactic is planned.</p>
<b>Current Situation</b>	<p>Cycle crime in Trumpington has returned to a more reasonable level after the unusually high numbers during the last reporting period. This reporting period has seen 32 pedal cycle thefts as opposed to the 63 cycle thefts in the last reporting period. The number of thefts in the equivalent reporting period last year was 23, suggesting that there is still some useful work that could be carried out in this area. The South area team has received more requests for cycle theft prevention events from institutions in the Newtown area. The next reporting period also coincides with the seasonal peak for cycle crime in the City.</p>
<b>Lead</b>	Sergeant Jim Stevenson

<b>officer</b>	Cambridgeshire Constabulary
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### **3. PRO-ACTIVE WORK & EMERGING ISSUES**

- ❑ Safer Communities Section's ASB officers are investigating complaints of two problematic tenancies and are currently considering enforcement action to prevent further ASB. They have been liaising closely with the Neighbourhood Police with both these cases.
- ❑ ASB officers also attended a networking event in the Cherry Hinton Village Centre in February to promote the work of the Section.
- ❑ There has been an exceptional decrease in overall crime in all areas.
- ❑ Good decreases in ASB in Cherry Hinton. ASB stable in Trumpington and Queen Edith, although reduced on the same period last year.
- ❑ Good reductions in criminal damage and theft of pedal cycle. Criminal damage reduction is noteworthy in Cherry Hinton.
- ❑ Good reductions in dwelling burglary compared to same reporting period last year, although there's an increase on the previous reporting period.
- ❑ Good reduction in violent crime across all areas. There are no current public space hot spots for violence.
- ❑ Monthly surgeries continue at Waitrose (Trumpington), the Concourse at Addenbrooke's and in Cherry Hinton High Street using the mobile police station.
- ❑ Complaints continue to be received regarding parking issues (unlawful obstruction and dangerous parking offences) in the Almoners Avenue area and in Mill End Road / Cherry Hinton High Street junction.



## ARSON DATA

Period: December 2012 – March 2013

### Deliberate fire summary:

Incident	Refuse	Bin	Vehicle	Residential	Non residential
Cherry Hinton	0	0	0	0	0
Queen Edith's	0	0	0	0	1
Trumpington	1	0	0	0	0

<b>General</b>	The south of the city remains very quiet in terms of fire-related anti social behaviour. However, the fire service is aware of community concerns regarding youth conduct in the area. The service is undertaking preventative patrols in the area and working with partners to maintain a preventative presence.
<b>Cherry Hinton</b>	No incidents.
<b>Queen Edith's</b>	Single small fire in an outdoor structure.
<b>Trumpington</b>	Single isolated ignition of refuse in the street.
<b>Recommendation</b>	None

The Fire Service continue to monitor and engage with drivers who park and constrict access in Queen Edith's ward for emergency vehicles.

Cambridge Blue Watch fire-fighters organised a family day at the community centre in Anstey Way. Families were able to climb into the fire engines, see the emergency equipment, partake in games, competitions and gain some insight into family fire safety and fire dangers in the home. Around 100 adults and children visited the event. The service will monitor fire statistics for the area with a view to assessing the impact on the event has had on risk in the community.

## ENVIRONMENTAL SERVICES DATA

### Cherry Hinton

#### *Abandoned vehicles*

- December 2012 to March 2013: 6 reports, which included
  - 4 vehicles not on site following inspection
  - 2 vehicle subsequently claimed by their owners
- Hotspots: None
- December 2011 to March 2012: 5 reports

### *Fly tipping*

- December 2012 to March 2013: 26 reports
- Hotspots: Colville Road (6), St Bede's Crescent (3), Wedgewood Drive (3)
- December 2011 to March 2012: 32 reports

### *Derelict cycles*

- December 2012 to March 2013: 1
- Hotspots: None
- December 2011 to March 2012: 3

### *Needle finds*

- December 2012 to March 2013 2012: None
- Hotspots: None
- December 2011 to March 2012 2011: None

## **Queen Edith's**

### *Abandoned vehicles*

- December 2012 to March 2013: 1 report, which included 1 vehicle not on site following inspection
- Hotspots: None
- December 2011 to March 2012: 1 report

### *Fly tipping*

- December 2012 to March 2013: 10 reports
- Hotspots: None
- December 2011 to March 2012: 4 reports

### *Derelict cycles*

- December 2012 to March 2013: 4
- Hotspots: None
- December 2011 to March 2012: 10

### *Needle finds*

- December 2012 to March 2013: None
- Hotspots: None
- December 2011 to March 2012: None

## **Trumpington**

### *Abandoned vehicles*

- December 2012 to March 2013: 7 reports, which included
  - 4 vehicles not on site following inspection
  - 2 vehicle subsequently claimed by their owners
  - 1 CLE26 notices issued to offenders on behalf of the DVLA for not displaying road tax on a public highway
- Hotspots: None

- December 2011 to March 2012: 7 reports

#### *Fly tipping*

- December 2012 to March 2013: 31 reports, which included 6 formal warning letter issued to domestic offenders
- The offences at Coronation Street accounted for 3 of the formal warning letters sent
- Hotspots: Anstey Way (4), Coronation Street (7), Hills Road (8)
- December 2011 to March 2012: 20 reports

#### *Derelict cycles*

- December 2012 to March 2013: 6
- Hotspots: None
- December 2011 to March 2012: 22

#### *Needle finds*

- December 2012 to March 2013: None
- Hotspots: None
- December 2011 to March 2012 2011: None

## **5 RECOMMENDATIONS**

- Reduce the theft of pedal cycles in the South area
- Combat the supply of drugs in the South area
- Vehicle parking issues in Almoners Avenue and Mill End Road





To: **South Area Committee - 9<sup>th</sup> May 2013**

Report by: Jackie Hanson, Operations & Resources Manager,  
Community Development

Wards affected: Cherry Hinton, Queen Edith's, Trumpington

**Community Development and Arts & Recreation Development  
AREA COMMITTEE GRANTS 2013-14**

**1. Executive summary**

1.1 This report details applications received to date for 2013-14 funding for projects in the South Area, makes recommendations for awards, and provides information on the eligibility and funding criteria.

**2. Recommendations**

The South Area Committee Councillors are recommended:

- 2.1 To consider the grant applications received, officer comments and proposed awards detailed in Appendix 1
- 2.2 To agree the proposed awards detailed in Appendix 1 and summarised in the table below:

Ref	Organisation	Purpose	Award
S1	Accordia Community Residents Association	Big Outdoors Music Event	£700
S2	Accordia Community Residents Association for Families living in Accordia Social Housing	Summer trip to Yarmouth	£455
S3	Cambridge Royal Albert Homes	Coach trip to Woburn Safari Park	£360
S4	Centre at St Pauls	New electric ovens	£1,000
S5	Centre at St Pauls for Families from Newton Area	Coach trip to Shepreth Wildlife Park	£129
S6	Denis Wilson Court Social Club	1. Visit to the Arts Theatre 2. 'Celebration of Age' event 3. Christmas lunch event 4. New Year brunch	£1,145
S7	Hanover and Princess Court Residents' Association	1. Christmas event 2. Summer outing 3. September barbeque 4. Community room launch	£1,923
S8	Newtown Residents' Association	Website development	£1,500
S9	Rawlyn Court Resident's Association	Country and Western evening	£ 340

<b>S10</b>	St Andrew's Tuesday Club	Social activities: talks, parties, trips	<b>£1,550</b>
<b>S11</b>	The Cherry Hinton Townswomen's Guild	50 <sup>th</sup> Anniversary	<b>£300</b>
<b>S12</b>	Trumpington Bowls Club	Equipment for bowls games	<b>£1,473</b>
<b>S13</b>	Trumpington Elderly Action Group	1. 8 meetings per year 2. Summer trip 3. Christmas outing 4. New Year Party	<b>£1,336</b>
<b>S14</b>	Queen Edith Community Forum	4 newsletters (quarterly)	<b>£2,000</b>
<b>S15</b>	Queen Edith Community Forum	Environment Day	<b>£400</b>
<b>S16</b>	Queen Edith Community Forum	Fun on the Rec event	<b>£300</b>
<b>S17</b>	Queen Edith Community Forum	Christmas event	<b>£300</b>

<b>Budget available</b>	<b>£16,800</b>
<b>Total awards</b>	<b>£15,211</b>
<b>Budget remaining</b>	<b>£1,589</b>

### 3. Background

#### 3.1 Management

Funding has been devolved to Area Committees for local projects meeting the Community Development, Sports or Arts strategic priorities since 2004. For the previous four years these grants have been managed on behalf of the council by the Cambridgeshire Community Foundation which was unable to continue with this service. This responsibility has returned to the Community Development Grants Team.

3.2 Following consultation with councillors in October 2012 it was agreed to promote one grants round which was launched in January 2013, bringing applications for consideration to one meeting of each of the area committees. The grants were publicised in Cambridge Matters, via neighbourhood workers and members, in local publications and voluntary organisations newsletters, by posters and publicity leaflets and previous applicants were also invited to apply. The closing date for applications for consideration by South Area Committee was 22<sup>nd</sup> April 2013.

#### 3.3 Funding Available

There is a total of £84,000 available across the four area committees for 2013-14. £55,000 has been allocated from the Community Development grants budget and £29,000 from the Arts and Recreation Development (formerly known as Leisure) grants budget.

These budgets have been merged and divided between the area committees in accordance with population and poverty calculations. The amount available for each area is as follows:

<b>Committee</b>	<b>%</b>	<b>£</b>
North	37.8	31,752
<b>South</b>	<b>20</b>	<b>16,800</b>
East	32.2	27,048
West Central	10	8,400
<b>Total</b>		<b>84,000</b>

#### **3.4 Eligibility Criteria and Funding Priorities**

Applications are invited from voluntary organisations, community groups and groupings of local residents that are able to meet basic accountability requirements. Priority is given to projects that are aimed at those people whose opportunities are restricted by disability, low income or discrimination. Projects should meet the Community Development and Arts and Recreation Development priorities detailed in Appendix 2.

The maximum any organisation can apply for is £5,000 across all area committees and grants cannot be made retrospectively. Full details of the eligibility criteria are available on request.

#### **3.5 Year Round Applications**

Applications will be considered on an individual basis after this main grants round for as long as funding is available. Officers will make decisions on awards up to £2,000. Committee Chairs will be required to make decisions on awards proposed between £2,000 and £5,000. Officers will circulate updates on applications and awards twice a year. In December 2013 the area budgets will be merged and any funding remaining will be allocated across the areas as applications are received to ensure effective use of the funds available.

#### **3.6 2012-13 Awards**

After the end of the financial year we will collect the monitoring reports for awards made during 2012-13 and circulate a summary to members.

#### **3.7 Funding Agreements**

All awards are subject to funding agreements and monitoring reports. We consider proportionate requirements dependent on the size of the organisation, project and award.

## Appendix 1 - South Area Committee Grant Applications and Recommendations 2013-14

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
<b>S1</b>	<b>Accordia Community Residents Association</b>	Big Outdoors - Music event on 29th June - 3 bands playing laid back summer music.	To bring residents together. Also to involve relationship between schools and the local community (school band playing, Parkside sixth form helping organise event)	Approx 250 residents from Accordia and wider Newtown area. (Trumpington 200; Queen Edith's 50)	Full cost: £1,300 Income: £600	£700	<b>£700</b>
	Officer comment	Entry will be free but there will be a collection on the night. Recommend amount requested.					
	Previous 2 years funding	<b>None</b>					
<b>S2</b>	<b>Accordia Resident's Association</b> on behalf of "Families living in Accordia Social Housing"	Summer trip to Yarmouth on 27th August.	Keep young people occupied during summer holiday. Keep them out of trouble.	Families who live in Social Housing in Accordia. (Trumpington 35)	Full cost: £555 Income: £100	£455	<b>£455</b>
	Officer comment	Families contributing £10 each (individuals £5). Recommend amount requested					
	Previous 2 years funding	<b>None</b>					
<b>S3</b>	<b>Cambridge Royal Albert Homes</b>	Trip to Woburn Safari Park on 8th July	To lift spirits and give residents something to focus on	25-30 older people, residents of Camb Royal Albert Homes (Trumpington)	Full cost: £360 Income: £0 (see below)	£360	<b>£360</b>
	Officer comment	Bid for coach costs only. Residents to pay their own admission of £17.99 each. Recommend amount requested					
	Previous 2 years funding	<b>None</b>					

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
S4	Centre at St Pauls	2 new electric ovens (used by community groups to cook community lunches, suppers, social events and private hire )	Community lunches provide a nourishing, healthy meal to local people, many of whom are socially excluded, elderly and/or disabled. They are also sociable occasions - preventing isolation and loneliness.	Attendees at regular events - 125 people per week (Trumpington 30; Queen Edith's 5; Cherry Hinton 5, 85 from other areas) Attendees at one-off events approx 150 people per event.	Full cost: £4,226 Income: £2,226 own funds raised	£2,000	£1,000
	Officer comment Previous 2 years funding	Beneficiaries in South wards: 24%. Recommend contribution. <b>None</b>					
S5	Centre at St Pauls on behalf of "Families from Newton Area"	Coach trip to Shepreth Wildlife Park on 28th May 2013	Relaxing and therapeutic activity to release stress	Single parents on low incomes and their children (Trumpington 15)	Full cost: £147 Income: £18	£129	£129
	Officer comment Previous 2 years funding	Families contributing £3 each. Recommend amount requested <b>None</b>					
S6	Denis Wilson Court Social Club	1. A visit to the Arts Theatre 2. 'Celebration of Age' supper and musician 3. Christmas lunch 4. New Year brunch	To enable residents to take part in social activities	80 elderly residents at sheltered housing complex -Trumpington	Full cost: £2,020 Income: £0	£2,020	£1,145
	Officer comment Previous 2 years funding	Recommend the following contributions: 1. £300 2. £120 (musician) £250 (food) 3. £350 4.£125 based on assessments of costs and reserves held <b>2012/13: £1,890</b>					<b>2011/12: £1,100</b>

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
<b>S7</b>	<b>Hanover Court and Princess Court Residents Association</b>	1. Christmas Event 2. Summer Outing 3. September Barbeque 4. New community room launch	Bring residents together, increase social cohesion, reduce isolation, encourage neighbourliness, sustain residents association	up to 100 per event (53 trip) all Trumpington	Full cost: £2293 Income: £370	£1,923	<b>£1,923</b>
	Officer comment Previous 2 years funding	Recommend amount requested <b>2012/13: £1,160</b>	<b>2011/12: £900</b>				

<b>S8</b>	<b>Newtown Residents' Association</b>	Website development to support social networking amongst all residents (with printable version)	Healthy, happy living and wellbeing. Information and support.	350 Trumpington	Full cost: £1,500 Income: 0	£1,500	£1,500
	Officer comment Previous 2 years funding	Includes one off costs to build and a launch event. Recommend amount requested. <b>None</b>					

<b>S9</b>	<b>Rawlyn Court Resident's Association</b>	Country and western evening 26th July.	To encourage sheltered housing residents and others to join in social activities and prevent social isolation	80-100 people: Elderly people/ people with learning difficulties and their friends and families. (Cherry Hinton 50, rest from other areas)	Full cost: £1,175 Income: £500	£675	<b>£340</b>
	Officer comment Previous 2 years funding	£335 already awarded from East AC. Recommend balance. <b>2012/13: £500 east</b>	<b>2011/12: £0</b>				

<b>S10</b>	<b>St Andrews Tuesday Club</b>	Social activities: talk, parties, trips	To benefit older people, encourage them to socialise, improve quality of life.	30-40 older people (all Cherry Hinton)	Full cost: £2,550 Income: £1,000	£1,550	<b>£1,550</b>
	Officer comment Previous 2 years funding	Meet weekly at St Andrews Church Cherry Hinton. Recommend amount requested. <b>None</b>					

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
<b>S11</b>	<b>The Cherry Hinton Townswomen's Guild</b>	50th anniversary dinner on 11th July	To celebrate 50 years of the branch of Cherry Hinton Townswomen's Guild.	30 members of the Guild (all Cherry Hinton)	Full cost: £538.50 Income: £0	£539	<b>£300</b>
	Officer comment Previous 2 years funding	30 meals at £17.95 each. <b>None</b>	Recommend contribution.				

<b>S12</b>	<b>Trumpington Bowls Club</b>	Bowls equipment - ditch matting, bowls collectors and bowls mats. To enable 6+ bowls games per week during bowls season.	To involve the local community in competitive, social and friendly sport	150+ people: club members, local people and visiting clubs. (Club members: Trumpington 46) Numbers expected to rise.	Full cost: £1,473 Income: £1,470 pays for other things	£1,473	<b>£1,473</b>
	Officer comment Previous 2 years funding	Recommend amount requested <b>2012/13: £ 800</b>	<b>2011/12: £900</b>				

<b>S13</b>	<b>Trumpington Elderly Action Group</b>	1. 8 meetings per year 2. Summer trip 3. Christmas outing 4. New Year Party	To reduce loneliness, engage member's minds; create a stronger community and campaign to improve amenities and conditions for Trumpington residents.	41 older people in Trumpington.	Full cost: £2,320 Income: £984	£1,336	<b>£1,336</b>
	Officer comment Previous 2 years funding	Recommend amount requested <b>2012/13: £809</b>	<b>2011/12: £300</b>				

<b>S14</b>	<b>Queen Edith Community Forum</b>	4 issues of a quarterly newsletter distributed throughout Queen Edith's ward.	To foster a sense of community in the local area	4,000 Queen Edith's residents	Full cost : £2,086 Income:£0	£2,086	<b>£2,000</b>
	Officer comment Previous 2 years funding	Recommend £2000 but will not fund to this level in the future <b>2012/13 - £850</b>	<b>2011/12: £1,500</b>				

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
<b>S15</b>	<b>Queen Edith Community Forum</b>	Queen Edith Environment Day on 18th May	To foster a sense of community in the local area and encourage people to be green.	300-500 Queen Edith's residents	Full cost: £400	£400	<b>£400</b>
	Officer comment	Skips, stalls, coffee morning. £400 is cost of skips. Partnership project with housing. Recommend amount requested					
	Previous 2 years funding	<b>2012/13</b> as above	<b>2011/12</b>				
<b>S16</b>	<b>Queen Edith Community Forum</b>	Fun on the Rec event during the summer holidays	To foster a sense of community in the local area and encourage families to socialise and exercise.	300-500 Queen Edith's residents	Full cost: £300 Income: 0	£300	<b>£300</b>
	Officer comment:	Recommend amount requested					
	Previous 2 years funding	<b>2012/13</b> as above	<b>2011/12</b>				
<b>S17</b>	<b>Queen Edith Community Forum</b>	Christmas event - Wulfstan Way	To foster a sense of community in the local area	300-500 Queen Edith's residents	Full cost: £300 Income	£300	<b>£300</b>
	Officer comment	Recommend amount requested					
	Previous 2 years funding	<b>2012/13</b> as above	<b>2011/12</b>				



## Community Development

### Community Activities

#### 1. Activities which support children and young people and families experiencing disadvantage:

- § to provide children and young people with opportunities to participate in positive activities, engage in democratic processes, and improve the quality of life in neighbourhoods
- § to meet the needs of children and young people in the areas of growth or demographic change

#### 2. Activities which support

- § **BME groups**
- § **people with disabilities**
- § **LGBT groups**
- § **women** lacking opportunities to live safe and fulfilling lives
- § **community cohesion** - activities helping people from different backgrounds to integrate into the Cambridge community and to get on well together

#### 3. Activities which support older people to live socially and physically active lives.

**Consideration will be given to specific activities and services that enable those groups and individuals to participate in their communities and improve their own well-being.** Activities must include one or more of the following:

- § supporting those who are disadvantaged by low income/ disability/ discrimination
- § proposals that enable people to participate in decisions and influence the services that affect their lives
- § bringing people together to identify common issues and to bring about change
- § investigating local needs and developing responsive projects
- § increasing the awareness of and celebrating the city's cultural diversity

*It is not for personal care services, proselytising or worship or services which are the responsibility of other statutory agencies*

#### 4. Social and Economic Deprivation

Projects, services or activities which promote Economic Inclusion.

- § Supporting organisations that help individuals to overcome barriers to participation in the City's economy.
- § Support, advice and guidance for workless people and those at the risk of worklessness to gain the confidence, motivation, skills and qualifications to engage in rewarding employment or entrepreneurial activities.

## **Arts & Recreation**

### **1. Improve access to leisure activities**

A targeted approach to improving access to arts and sports for city residents who currently have restricted access, particularly including:

- § Minority Ethnic Groups
- § People with disabilities
- § People on low incomes
- § Children, young people and older people at risk of exclusion from leisure opportunities

### **2. Enhance the City's cultural offer**

Arts and sports activities that enhance Cambridge's cultural offer by doing some or all of the following:

- § Celebrating Cambridge's cultural identity or local traditions
- § Benefiting the local economy
- § Reflecting the city's creative reputation through being new, innovative, and ambitious
- § Promoting environmental sustainability

### **3. Encourage and support local neighbourhood arts and sports activities that enhance current provision and are for the benefit of local residents**

## **APPENDIX 1 – DEVELOPMENT PLAN POLICY, PLANNING GUIDANCE AND MATERIAL CONSIDERATIONS**

### **1.0 Central Government Advice**

**1.1 National Planning Policy Framework (March 2012)** – sets out the Government’s economic, environmental and social planning policies for England. These policies articulate the Government’s vision of sustainable development, which should be interpreted and applied locally to meet local aspirations.

**1.2 Circular 11/95 – The Use of Conditions in Planning Permissions:** Advises that conditions should be necessary, relevant to planning, relevant to the development permitted, enforceable, precise and reasonable in all other respects.

**1.3 Community Infrastructure Levy Regulations 2010** – places a statutory requirement on the local authority that where planning permission is dependent upon a planning obligation the obligation must pass the following tests:

(a) necessary to make the development acceptable in planning terms;

(b) directly related to the development; and

(c) fairly and reasonably related in scale and kind to the development.

### **2.0 Cambridgeshire and Peterborough Structure Plan 2003**

Planning Obligation Related Policies

P6/1 Development-related Provision

P9/8 Infrastructure Provision

P9/9 Cambridge Sub-Region Transport Strategy

### **3.0 Cambridge Local Plan 2006**

3/1 Sustainable development

3/3 Setting of the City

3/4 Responding to context

3/6 Ensuring coordinated development

3/7 Creating successful places

3/9 Watercourses and other bodies of water

3/10 Subdivision of existing plots

3/11 The design of external spaces

3/12 The design of new buildings

3/13 Tall buildings and the skyline

3/14 Extending buildings

3/15 Shopfronts and signage

- 4/1 Green Belt
- 4/2 Protection of open space
- 4/3 Safeguarding features of amenity or nature conservation value
- 4/4 Trees
- 4/6 Protection of sites of local nature conservation importance
- 4/8 Local Biodiversity Action Plans
- 4/9 Scheduled Ancient Monuments/Archaeological Areas
- 4/10 Listed Buildings
- 4/11 Conservation Areas
- 4/12 Buildings of Local Interest
- 4/13 Pollution and amenity
- 4/14 Air Quality Management Areas
- 4/15 Lighting

- 5/1 Housing provision
- 5/2 Conversion of large properties
- 5/3 Housing lost to other uses
- 5/4 Loss of housing
- 5/5 Meeting housing needs
- 5/7 Supported housing/Housing in multiple occupation
- 5/8 Travellers
- 5/9 Housing for people with disabilities
- 5/10 Dwelling mix
- 5/11 Protection of community facilities
- 5/12 New community facilities
- 5/15 Addenbrookes

- 6/1 Protection of leisure facilities
- 6/2 New leisure facilities
- 6/3 Tourist accommodation
- 6/4 Visitor attractions
- 6/6 Change of use in the City Centre
- 6/7 Shopping development and change of use in the District and Local Centres
- 6/8 Convenience shopping
- 6/9 Retail warehouses
- 6/10 Food and drink outlets.

- 7/1 Employment provision
- 7/2 Selective management of the Economy
- 7/3 Protection of Industrial and Storage Space
- 7/4 Promotion of cluster development
- 7/5 Faculty development in the Central Area, University of Cambridge
- 7/6 West Cambridge, South of Madingley Road
- 7/7 College and University of Cambridge Staff and Student Housing
- 7/8 Anglia Ruskin University East Road Campus
- 7/9 Student hostels for Anglia Ruskin University
- 7/10 Speculative Student Hostel Accommodation
- 7/11 Language Schools

8/1 Spatial location of development  
8/2 Transport impact  
8/4 Walking and Cycling accessibility  
8/6 Cycle parking  
8/8 Land for Public Transport  
8/9 Commercial vehicles and servicing  
8/10 Off-street car parking  
8/11 New roads  
8/12 Cambridge Airport  
8/13 Cambridge Airport Safety Zone  
8/14 Telecommunications development  
8/15 Mullard Radio Astronomy Observatory, Lords Bridge  
8/16 Renewable energy in major new developments  
8/17 Renewable energy  
8/18 Water, sewerage and drainage infrastructure

9/1 Further policy guidance for the Development of Areas of Major Change  
9/2 Phasing of Areas of Major Change  
9/3 Development in Urban Extensions  
9/5 Southern Fringe  
9/6 Northern Fringe  
9/7 Land between Madingley Road and Huntingdon Road  
9/8 Land between Huntingdon Road and Histon Road  
9/9 Station Area

10/1 Infrastructure improvements

#### Planning Obligation Related Policies

3/7 Creating successful places  
3/8 Open space and recreation provision through new development  
3/12 The Design of New Buildings (*waste and recycling*)  
4/2 Protection of open space  
5/13 Community facilities in Areas of Major Change  
5/14 Provision of community facilities through new development  
6/2 New leisure facilities  
8/3 Mitigating measures (*transport*)  
8/5 Pedestrian and cycle network  
8/7 Public transport accessibility  
9/2 Phasing of Areas of Major Change  
9/3 Development in Urban Extensions  
9/5 Southern Fringe  
9/6 Northern Fringe  
9/8 Land between Huntingdon Road and Histon Road  
9/9 Station Area  
10/1 Infrastructure improvements (*transport, public open space, recreational and community facilities, waste recycling, public realm, public art, environmental aspects*)

#### 4.0 **Supplementary Planning Documents**

- 4.1 **Cambridge City Council (May 2007) – Sustainable Design and Construction:** Sets out essential and recommended design considerations of relevance to sustainable design and construction. Applicants for major developments are required to submit a sustainability checklist along with a corresponding sustainability statement that should set out information indicated in the checklist. Essential design considerations relate directly to specific policies in the Cambridge Local Plan 2006. Recommended considerations are ones that the council would like to see in major developments. Essential design considerations are urban design, transport, movement and accessibility, sustainable drainage (urban extensions), energy, recycling and waste facilities, biodiversity and pollution. Recommended design considerations are climate change adaptation, water, materials and construction waste and historic environment.
- 4.2 **Cambridgeshire and Peterborough Waste Partnership (RECAP): Waste Management Design Guide Supplementary Planning Document (February 2012):** The Design Guide provides advice on the requirements for internal and external waste storage, collection and recycling in new residential and commercial developments. It provides advice on assessing planning applications and developer contributions.
- 4.3 **Cambridge City Council (January 2008) - Affordable Housing:** Gives advice on what is involved in providing affordable housing in Cambridge. Its objectives are to facilitate the delivery of affordable housing to meet housing needs and to assist the creation and maintenance of sustainable, inclusive and mixed communities.
- 4.4 **Cambridge City Council (March 2010) – Planning Obligation Strategy:** provides a framework for securing the provision of new and/or improvements to existing infrastructure generated by the demands of new development. It also seeks to mitigate the adverse impacts of development and addresses the needs identified to accommodate the projected growth of Cambridge. The SPD addresses issues including transport, open space and recreation, education and life-long learning, community facilities, waste and other potential development-specific requirements.
- 4.5 **Cambridge City Council (January 2010) - Public Art:** This SPD aims to guide the City Council in creating and providing public art in Cambridge by setting out clear objectives on public art, a clarification of policies, and the means of implementation. It covers public art delivered through the planning process, principally Section 106 Agreements (S106), the commissioning of public art using the S106 Public Art Initiative, and outlines public art policy guidance.
- 4.6 **Old Press/Mill Lane Supplementary Planning Document (January 2010)** Guidance on the redevelopment of the Old Press/Mill Lane site.

## **Eastern Gate Supplementary Planning Document (October 2011)**

Guidance on the redevelopment of the Eastern Gate site. The purpose of this development framework (SPD) is threefold:

- To articulate a clear vision about the future of the Eastern Gate area;
- To establish a development framework to co-ordinate redevelopment within the area and guide decisions (by the Council and others); and
- To identify a series of key projects, to attract and guide investment (by the Council and others) within the area.

### **5.0 Material Considerations**

#### **Central Government Guidance**

#### **5.1 Letter from Secretary of State for Communities and Local Government (27 May 2010)**

The coalition government is committed to rapidly abolish Regional Strategies and return decision making powers on housing and planning to local councils. Decisions on housing supply (including the provision of travellers sites) will rest with Local Planning Authorities without the framework of regional numbers and plans.

#### **5.2 Written Ministerial Statement: Planning for Growth (23 March 2011)**

Includes the following statement:

When deciding whether to grant planning permission, local planning authorities should support enterprise and facilitate housing, economic and other forms of sustainable development. Where relevant and consistent with their statutory obligations they should therefore:

- (i) consider fully the importance of national planning policies aimed at fostering economic growth and employment, given the need to ensure a return to robust growth after the recent recession;
- (ii) take into account the need to maintain a flexible and responsive supply of land for key sectors, including housing;
- (iii) consider the range of likely economic, environmental and social benefits of proposals; including long term or indirect benefits such as increased consumer choice, more viable communities and more robust local economies (which may, where relevant, include matters such as job creation and business productivity);
- (iv) be sensitive to the fact that local economies are subject to change and so take a positive approach to development where new economic data suggest that prior assessments of needs are no longer up-to-date;

(v) ensure that they do not impose unnecessary burdens on development.

In determining planning applications, local planning authorities are obliged to have regard to all relevant considerations. They should ensure that they give appropriate weight to the need to support economic recovery, that applications that secure sustainable growth are treated favourably (consistent with policy in PPS4), and that they can give clear reasons for their decisions.

### 5.3 City Wide Guidance

**Arboricultural Strategy (2004)** - City-wide arboricultural strategy.

**Biodiversity Checklist for Land Use Planners in Cambridgeshire and Peterborough (March 2001)** - This document aims to aid strategic and development control planners when considering biodiversity in both policy development and dealing with planning proposals.

**Cambridge Landscape and Character Assessment (2003)** – An analysis of the landscape and character of Cambridge.

**Cambridge City Nature Conservation Strategy (2006)** – Guidance on habitats should be conserved and enhanced, how this should be carried out and how this relates to Biodiversity Action Plans.

**Criteria for the Designation of Wildlife Sites (2005)** – Sets out the criteria for the designation of Wildlife Sites.

**Cambridge City Wildlife Sites Register (2005)** – Details of the City and County Wildlife Sites.

**Cambridge and South Cambridgeshire Strategic Flood Risk Assessment (November 2010)** - a tool for planning authorities to identify and evaluate the extent and nature of flood risk in their area and its implications for land use planning.

**Strategic Flood Risk Assessment (2005)** – Study assessing the risk of flooding in Cambridge.

**Cambridge and Milton Surface Water Management Plan (2011)** – A SWMP outlines the preferred long term strategy for the management of surface water. Alongside the SFRA they are the starting point for local flood risk management.

**Cambridge City Council (2011) - Open Space and Recreation Strategy:** Gives guidance on the provision of open space and recreation facilities through development. It sets out to ensure that open space in Cambridge meets the needs of all who live, work, study in or visit the city and provides a satisfactory environment for nature and enhances the local townscape, complementing the built environment.



The strategy:

- sets out the protection of existing open spaces;
- promotes the improvement of and creation of new facilities on existing open spaces;
- sets out the standards for open space and sports provision in and through new development;
- supports the implementation of Section 106 monies and future Community Infrastructure Levy monies

As this strategy suggests new standards, the Cambridge Local Plan 2006 standards will stand as the adopted standards for the time-being. However, the strategy's new standards will form part of the evidence base for the review of the Local Plan

**Balanced and Mixed Communities – A Good Practice Guide (2006) –** Produced by Cambridgeshire Horizons to assist the implementation of the Areas of Major Change.

**Green Infrastructure Strategy for the Cambridgeshire Sub-Region (2006)** - Produced by Cambridgeshire Horizons to assist the implementation of the Areas of Major Change and as a material consideration in the determination of planning applications and appeals.

**A Major Sports Facilities Strategy for the Cambridge Sub-Region (2006) -** Produced by Cambridgeshire Horizons to assist the implementation of the Areas of Major Change.

**Cambridge Sub-Region Culture and Arts Strategy (2006) -** Produced by Cambridgeshire Horizons to assist the implementation of the Areas of Major Change.

**Cambridgeshire Quality Charter for Growth (2008) –** Sets out the core principles of the level of quality to be expected in new developments in the Cambridge Sub-Region

**Cambridge City Council - Guidance for the application of Policy 3/13 (Tall Buildings and the Skyline) of the Cambridge Local Plan (2006) (2012) -** sets out in more detail how existing council policy can be applied to proposals for tall buildings or those of significant massing in the city.

**Cambridge Walking and Cycling Strategy (2002) –** A walking and cycling strategy for Cambridge.

**Protection and Funding of Routes for the Future Expansion of the City Cycle Network (2004) –** Guidance on how development can help achieve the implementation of the cycle network.

**Cambridgeshire Design Guide For Streets and Public Realm (2007):** The purpose of the Design Guide is to set out the key principles and aspirations that should underpin the detailed discussions about the design of streets and public spaces that will be taking place on a site-by-site basis.

**Cycle Parking Guide for New Residential Developments (2010) –** Gives guidance on the nature and layout of cycle parking, and other security measures, to be provided as a consequence of new residential development.

**Air Quality in Cambridge – Developers Guide (2008) -** Provides information on the way in which air quality and air pollution issues will be dealt with through the development control system in Cambridge City. It compliments the Sustainable Design and Construction Supplementary Planning Document.

**The Cambridge Shopfront Design Guide (1997) –** Guidance on new shopfronts.

**Roof Extensions Design Guide (2003) –** Guidance on roof extensions.

**Modelling the Costs of Affordable Housing (2006) –** Toolkit to enable negotiations on affordable housing provision through planning proposals.

## 5.6 Area Guidelines

**Cambridge City Council (2003)–Northern Corridor Area Transport Plan:  
Cambridge City Council (2002)–Southern Corridor Area Transport Plan:  
Cambridge City Council (2002)–Eastern Corridor Area Transport Plan:  
Cambridge City Council (2003)–Western Corridor Area Transport Plan:**  
The purpose of the Plan is to identify new transport infrastructure and service provision that is needed to facilitate large-scale development and to identify a fair and robust means of calculating how individual development sites in the area should contribute towards a fulfilment of that transport infrastructure.

**Buildings of Local Interest (2005) –** A schedule of buildings of local interest and associated guidance.

**Brooklands Avenue Conservation Area Appraisal (2002)  
Cambridge Historic Core Conservation Area Appraisal (2006)  
Storeys Way Conservation Area Appraisal (2008)  
Chesterton and Ferry Lane Conservation Area Appraisal (2009)  
Conduit Head Road Conservation Area Appraisal (2009)  
De Freville Conservation Area Appraisal (2009)  
Kite Area Conservation Area Appraisal (1996)  
Newnham Croft Conservation Area Appraisal (1999)  
Southacre Conservation Area Appraisal (2000)  
Trumpington Conservation Area Appraisal (2010)  
Mill Road Area Conservation Area Appraisal (2011)**

### **West Cambridge Conservation Area Appraisal (2011)**

Guidance relating to development and the Conservation Area including a review of the boundaries.

### **Jesus Green Conservation Plan (1998)**

### **Parkers Piece Conservation Plan (2001)**

### **Sheeps Green/Coe Fen Conservation Plan (2001)**

### **Christs Pieces/New Square Conservation Plan (2001)**

Historic open space guidance.

### **Hills Road Suburbs and Approaches Study (March 2012)**

### **Long Road Suburbs and Approaches Study (March 2012)**

### **Barton Road Suburbs and Approaches Study (March 2009)**

### **Huntingdon Road Suburbs and Approaches Study (March 2009)**

### **Madingley Road Suburbs and Approaches Study (March 2009)**

### **Newmarket Road Suburbs and Approaches Study (October 2011)**

Provide assessments of local distinctiveness which can be used as a basis when considering planning proposals

**Station Area Development Framework (2004)** – Sets out a vision and Planning Framework for the development of a high density mixed use area including new transport interchange and includes the **Station Area Conservation Appraisal**.

**Southern Fringe Area Development Framework (2006)** – Guidance which will help to direct the future planning of development in the Southern Fringe.

**West Cambridge Masterplan Design Guidelines and Legal Agreement (1999)** – Sets out how the West Cambridge site should be developed.

**Mitcham's Corner Area Strategic Planning and Development Brief (2003)** – Guidance on the development and improvement of Mitcham's Corner.

**Mill Road Development Brief (Robert Sayle Warehouse and Co-Op site) (2007)** – Development Brief for Proposals Site 7.12 in the Cambridge Local Plan (2006)

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## CAMBRIDGE CITY COUNCIL

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REPORT OF: Head of Planning Services

TO: South Area Committee      DATE: 09/05/13

WARD: Queen Ediths

### **PLANNING ENFORCEMENT CONTROL ENFORCEMENT NOTICE REPORT**

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#### **28 Almoners Avenue, Cambridge Unauthorised Development**

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## **1 INTRODUCTION**

- 1.1 This report asks members to authorise the closure of an Enforcement Investigation into works, which are not in accordance with the approved plans for 11/0781/FUL on the grounds that it is not expedient to pursue the breach of planning control further.

Site: 28 Almoners Avenue, Cambridge.  
See Appendix A for site plan.

Breach: Unauthorised Operational Development.

## **2 BACKGROUND**

- 2.1 On 2<sup>nd</sup> November 2011 planning application reference 11/0781/FUL was approved for: 'Part two storey, part single storey rear extension, erection of carport and erection of front porch.'
- 2.2 On 19<sup>th</sup> December 2012 officers received an allegation that the position of the balcony screening was not as shown on the approved plans for planning reference 11/0781/FUL.
- 2.3 A site visit was undertaken to assess the works undertaken on site, officers confirmed that the position of the balcony screening was closer to the edge of the balcony than shown on the approved plans. The increase in distance between the two screens (in width) affords a

greater potential for overlooking. Whilst the balcony screens have the effect of screening the balcony and removing the possibility of direct overlooking, their position nearer the edge of the balcony increases the potential for looking around the screen and this has a significantly detrimental effect on neighbour amenity. Photographs of the development can be found in Appendix B, some of the photographs included have been provided by the agent acting on behalf of the owners of the property.

2.4 The Planning Case Officer has advised that the difference in the position of the balcony is material enough to require a new full planning application and cannot be dealt with as a Non Material Amendment because it would involve consultation with the neighbour. In reaching this view she was mindful of the comments made by the neighbours on either side of the site. The occupiers of 26 Almoners Avenue were of the view that following receipt of revised plans the change 'makes little difference to the overall and overpowering effect of the extension'. The occupiers of 30 Almoners Avenue also commented as follows:

'Worse however – and this is the really astonishing bit – it seems that these glass screens are placed at either end of a large balcony. It will be apparent from our previous letters that we consider that a two storey extension, with a much larger area of glazing than in the existing building, would have a considerable detrimental impact on our use of our garden because of the greatly reduced level of privacy.'

2.5 The agent acting on behalf of the owner of the property considers that an application for a Non Material Amendment would be the appropriate way forward. Informal officer opinion is that if a retrospective application was to be made, it would be likely to be supported by officers.

2.6 The current Scheme of Delegation does not permit officers to close investigations where there is an outstanding breach of planning control. A decision therefore needs to be taken as to whether formal action should be taken forward or if the particular details of this case are such that it should not be pursued.

2.7 All parties connected to this investigation were advised this report is being put before members for consideration and were made aware that they could make representations to the Committee.

### **3 POLICY AND OTHER MATERIAL CONSIDERATIONS:**

#### **3.1 National Planning Policy Framework states:**

‘Para 207. Effective enforcement is important as a means of maintaining public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control. Local planning authorities should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area. This should set out how they will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where it is appropriate to do so.’

#### **3.2 Enforcement is a discretionary power. Paragraph 6.2 of the Planning Investigation Service’s Enforcement Policy states ‘The impact of some developments are more harmful than others and therefore action will be in the public interest and commensurate with the breach of planning control’ and paragraph 6.3 states that an appropriate course of action where the breach is minor with no significant effects may be that no further action is required.**

#### **3.3 The informal opinion from planning officers is that the impact of the development on the amenities of neighbours is not significantly greater than in comparison with the approved development and would be acceptable should an application have been made to regularise the situation. A retrospective application would have been likely to be approved under delegated powers. Therefore officers do not consider that it would be expedient to pursue formal action in this instance. Clearly the neighbours raised significant objections to the application but in itself this is not sufficient justification for either the refusal of planning permission or the initiation of enforcement action.**

#### **3.4 If members authorise the closing of this investigation, the unauthorised operational development in question would become immune from enforcement action after a period of four years.**

### **4 RECOMMENDATIONS**

#### **4.1 It is recommended that the Head of Planning Services be authorised to close the investigation into unauthorised operational development at 28 Almoners Avenue on the grounds that it is not expedient to pursue the matter further.**

## 5 IMPLICATIONS

- (a) **Financial Implications** - None
- (b) **Staffing Implications** - None
- (c) **Equal Opportunities Implications** - None
- (d) **Environmental Implications** - None
- (e) **Community Safety** - None
- (f) **Human Rights** - Consideration has been given to Human Rights including Article 1 Protocol 1 (protection of property), Article 6 (a right to a fair hearing within a reasonable time), Article 8 (right to respect for private family life) and Article 14 (prohibition of discrimination).

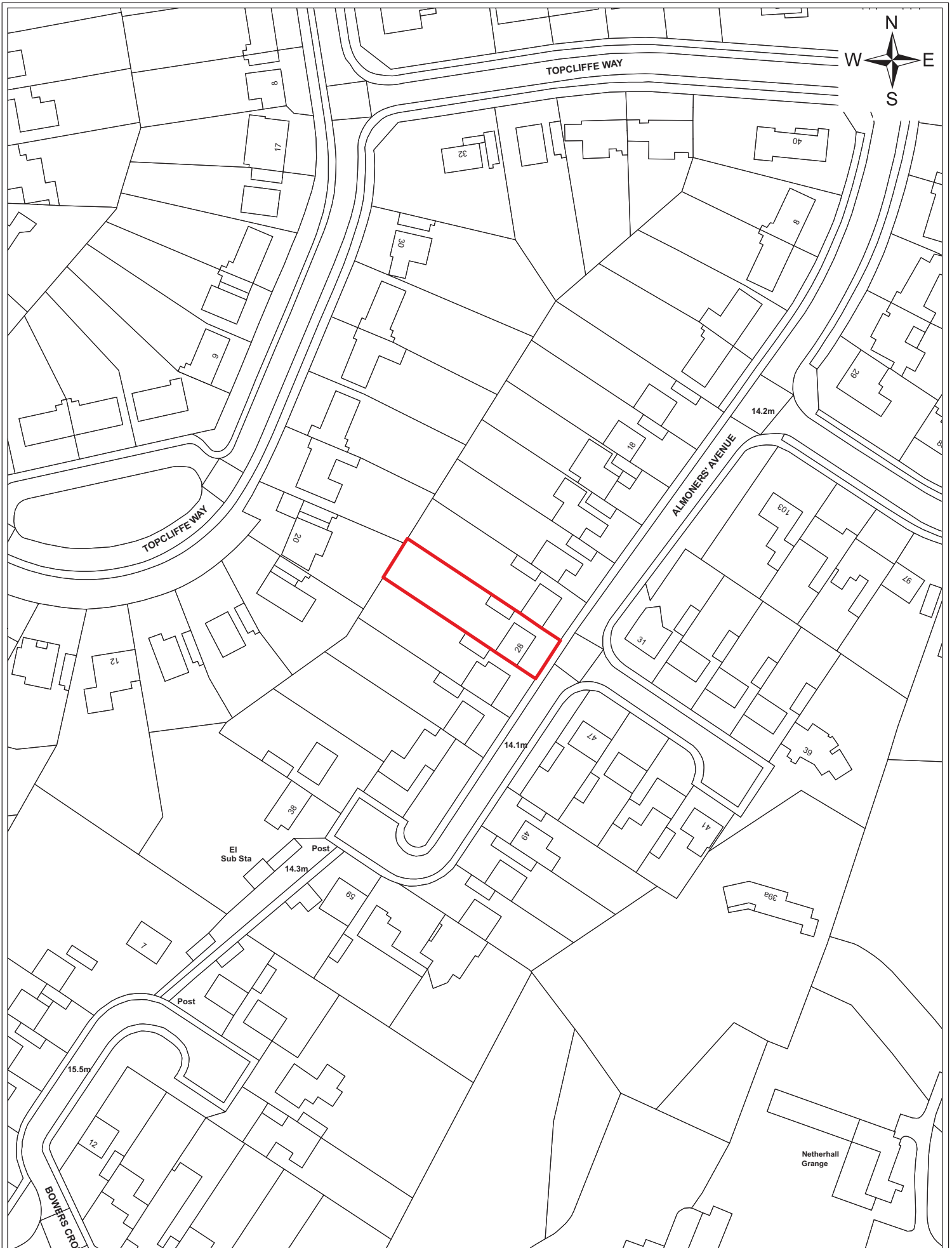
**BACKGROUND PAPERS:** <http://www.cambridge.gov.uk/public/pdfs/PIS-enforcement-policy.pdf>

## APPENDICES

- Appendix A Site plan
- Appendix B Photographs of unauthorised development

The contact officer for queries on the report is Debs Jeakins on ext 7163.





28 Almoners Avenue,  
Cambridge



Date:	17 April 2013
Produced by:	GIS Team
Section/Department:	Information Systems, Environment Dept
Scale:	1:1,250 @ A4

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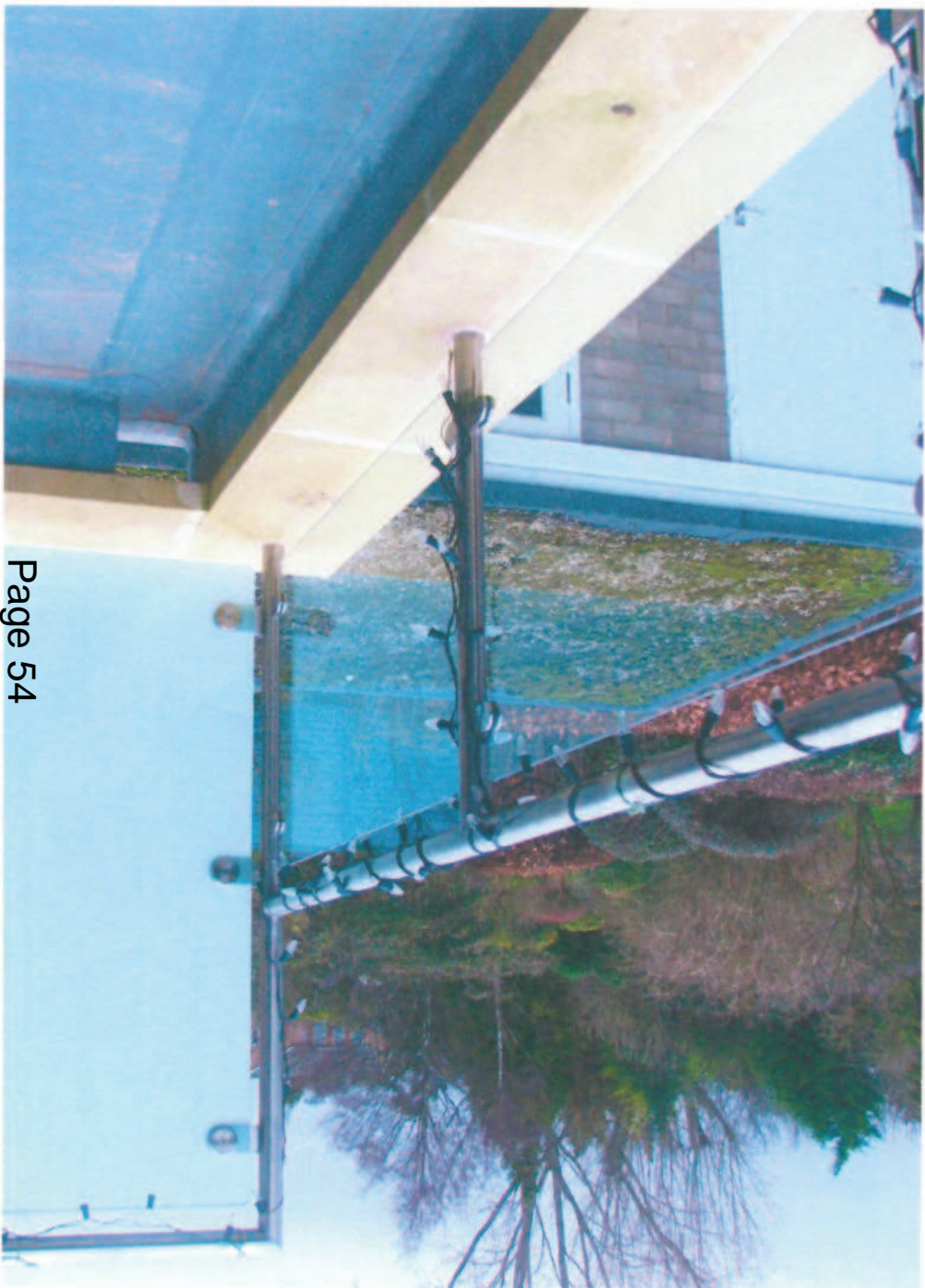


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Photos from my visit  
with Stephen Baum 12/19/13







<b>Application Number</b>	13/0409/FUL	Agenda Item	
<b>Date Received</b>	22nd March 2013	<b>Officer</b>	Mr Tony Collins
<b>Target Date</b>	17th May 2013		
<b>Ward</b>	Queen Ediths		
<b>Site</b>	EF Language School 221 Hills Road Cambridge Cambridgeshire CB2 8RW		
<b>Proposal</b>	Partial demolition of an existing language school and replacement with a new side extension with increased social space. The amount of teaching space and Use Class (D1 - Non-residential Education and Training Centres) remains the same.		
<b>Applicant</b>	Ms Bev Garth E F Language Schools Ltd 221 Hills Road Cambridge CB2 8RN		

SUMMARY	<p>The development accords with the Development Plan for the following reasons:</p> <p>The contemporary design of the extension responds well to the original 19<sup>th</sup> century building, and would enhance the character of this part of Hills Road</p> <p>The extension would not result in significant harm to the residential amenity of neighbours</p> <p>The proposal involves the improvement of language school facilities, but no increase in teaching space.</p>
RECOMMENDATION	APPROVAL

**1.0 SITE DESCRIPTION/AREA CONTEXT**

1.1 The application site is located on the north-east corner of Hills Road and Cavendish Avenue, on the eastern side of Hills Road. The site presently accommodates a two and half storey

property, with modern two storey extensions, which accommodate an established Language School.

- 1.2 The original 2½ storey building mainly occupies the north east corner of the site with the modern two storey form extending southwards, along the eastern boundary. The original property is constructed from gault brick and is believed to have been designed by Richard Reynolds Rowe and is a fine example of a Victorian Villa, with an articulated roof consisting of gable ends and traditional dormer windows.
- 1.3 The site is largely screened from Hills Road and Cavendish Avenue by mature trees that form a protected tree belt around the west and southern boundaries of the site.
- 1.4 To the north of the site is St John's Church, a two storey building with steeply pitched roof, finished in red brick, that sits back on its site to provide landscaping as a buffer between the building and Hills Road. The Church sits behind the established building line that is created by residential properties to the north and south.
- 1.5 To the east and south of the site and to a wider degree, this eastern side of Hills Road, it is residential in appearance. Properties take the form of a domestic scale, mainly 2 to 2 ½ storeys in height with amenity space surrounding the building.
- 1.6 On the western site of Hills Road, nearly opposite the application site is Homerton College. This is a large landscaped site with collegiate type buildings accommodated on the site. Further to the north is the Hills Road/Cherry Hinton junction, which is an urban environment, which is undergoing re-development with large residential and leisure buildings being constructed. To the south of this junction the area quickly descends into a suburban appearance.
- 1.7 Hills Road is a busy arterial road, which carries vehicular traffic to Addenbrookes Hospital and south towards Haverhill and Linton. The site is not located in a Conservation Area, nor are there any listed buildings or Buildings of Local Interest in close proximity to the site. The site is within Character Area 3 of the Hills Road Suburbs and Approaches Study (2012).



## **2.0 THE PROPOSAL**

- 2.1 The application proposes the total demolition of the 1980's extension to the south and east of the original Victorian house, and its replacement by a new two-storey building wrapping round the south and east sides of the building and covering the footprint of the demolished building and the courtyard between it and the original house.
- 2.2 The new building would be clad in buff or salvaged bricks on the ground floor, and standing seam metal on the first floor and the roof. It would have six parallel pitched roofs running east-west across the building. The building would create a new main entrance on the west side, and would contain an atrium café and four classrooms at ground floor level, along with a reception area, staff offices and common room and toilets. Openings through the original ground floor walls of the Victorian house would link the atrium café to a dining room, servery and additional café space in the ground floor of that building. The upper floors of both parts of the building would be given over to classroom space. The application also proposes changes to landscaping around the building.
- 2.3 The proposal follows the refusal of permission for an earlier application 12/0616/FUL. The revised scheme as submitted has been through extensive pre-application discussion.
- 2.4 The application is accompanied by the following supporting information:
1. Design Statement
  2. Arboricultural Method Statement
  3. Tree Survey
  4. Sunlight Study
  5. Landscape Statement
  6. Structural Engineering Report
  7. Sustainability and Building Services Report
  8. Drainage Strategy

### 3.0 SITE HISTORY

Reference	Description	Outcome
08/0158/FUL	Single storey front extension to create new entrance / reception hall.	Approved with conditions
12/0616	Demolition of the existing non residential language school (Use Class D1 - Non-residential Education and Training Centres) and replacement with a new purpose built language school with on site accommodation for students (Use Class C2 - Residential Schools and Colleges).	Refused

### 4.0 PUBLICITY

4.1 Advertisement:	Yes
Adjoining Owners:	Yes
Site Notice Displayed:	Yes

### 5.0 POLICY

5.1 See Appendix 1 for full details of Central Government Guidance, Cambridgeshire and Peterborough Structure Plan 2003 policies, Cambridge Local Plan 2006 policies, Supplementary Planning Documents and Material Considerations.

5.2 Relevant Development Plan policies

PLAN	POLICY NUMBER
Cambridgeshire and Peterborough Structure Plan 2003	P6/1 P9/8 P9/9

Cambridge Local Plan 2006	3/1 3/4 3/7 3/11 3/12 3/14 4/4 7/11 8/2 8/6 8/9 8/10 8/18
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5.3 Relevant Central Government Guidance, Supplementary Planning Documents and Material Considerations

Central Government Guidance	National Planning Policy Framework March 2012 Circular 11/95 Community Infrastructure Levy Regulations 2010
Supplementary Planning Documents	Sustainable Design and Construction Waste Management Design Guide Planning Obligation Strategy
Material Considerations	<u>Central Government:</u> Written Ministerial Statement: Planning for Growth (23 March 2011)
	<u>Citywide:</u> Arboricultural Strategy Cambridge and South Cambridgeshire Strategic Flood Risk Assessment Strategic Flood Risk Assessment (2005) Cambridge and Milton Surface Water Management Plan Open Space and Recreation Strategy

	<p><u>Area Guidelines:</u>  Southern Corridor Area Transport Plan  Suburbs and Approaches Study:Hills Road</p>
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## 6.0 CONSULTATIONS

### **Cambridgeshire County Council (Engineering)**

Initial comment (2<sup>nd</sup> April 2013)

- 6.1 Transport Assessment required. Increase in delivery vehicles likely. No demonstration that vehicles can enter and leave site in forward gear. No justification for level of car parking. No data on current cycle parking use. Sheffield stands should be provided. Ideally all cycle parking should be covered.

Second advice (4<sup>th</sup> April 2013)

- 6.2 Now satisfied that vehicles can turn on site and leave in forward gear.

### **Head of Environmental Services**

- 6.3 No objection. Conditions sought to control construction hours, construction deliveries, dust suppression, piling, construction noise, fume extraction and noise insulation, both of the building to protect users against traffic noise, and of any plant to protect neighbour amenity.

### **Head of Streets and Open Spaces (Tree Team)**

- 6.4 No excavation within RPAs is stated, but not demonstrated. This needs to be controlled through a landscape condition. Tree protection conditions required.

### **Head of Streets and Open Spaces (Landscape Team)**

- 6.5 Protection of mature trees is vital. Details of how new railings and cycle racks are to be installed should be controlled by condition.

### **Head of Streets and Open Spaces (Walking and Cycling Officer)**

- 6.6 Details of cycle parking provision not entirely clear from application. Staff cycle parking should be covered. Condition required.

### **Head of Streets and Open Spaces (Sustainable Drainage Officer)**

First Advice (22<sup>nd</sup> April 2013)

- 6.7 Proposed drainage strategy not supported. Condition sought to remedy shortcomings.

Second advice (26<sup>th</sup> April 2013)

- 6.8 Following discussion with applicants, accept that connecting surface water into the foul network is acceptable in this instance because of the location of the trees and the issues associated with any construction beneath them.
- 6.9 No objection to the proposals but recommend a condition requiring details of attenuation.

### **Head of Streets and Open Spaces (Nature Conservation Officer)**

- 6.10 Bat survey required.

### **Cambridgeshire County Council (Archaeology)**

- 6.11 Records indicate that the site lies in an area of high archaeological potential. It is considered likely that important archaeological remains survive on the site. Prehistoric, Mid-Iron Age and Roman remains have been discovered nearby. Condition requiring archaeological investigation sought

### **Design and Conservation Panel (Meeting of 13<sup>th</sup> March 2013)**

- 6.12 Conclusion: Panel welcomes the retention of the existing Rowe building and proposed extension of contemporary design. The proposed scheme appears to fit comfortably within the site. It

was felt that further development and articulation of the principal elevations of the proposed new extension in relation to its immediate setting would enhance the scheme.

6.13 VERDICT – GREEN (5), AMBER (2)

6.14 The full relevant section of the minutes of the panel meeting(s) are attached to this report as Appendix A

### **Access Officer**

6.15 Initially had concerns about access from the new part of the building to the lift. (Close examination of the sections has confirmed that ground floor access from the proposed extension through the perimeter line of the existing building to the lift would be satisfactory for wheelchair users, and this concern is resolved.)

6.16 The Access officer recommends the following improvements:

- entrance door wider and power assisted and preferably automatic
- avoidance of dog-leg turn in entrance lobby
- foyer double doors asymmetric, power assisted and preferably automatic
- dropped height section and hearing loop in reception
- hearing loops in classrooms
- fire alarm provision for those with hearing impairments.
- good colour contrast within the building to aid visually impaired users to wayfind.

### **Disability Consultative Panel (Meeting of 23<sup>rd</sup> April)**

6.17 Comments not yet available. They will be reported on the amendment sheet or verbally at Committee.

6.18 The above responses are a summary of the comments that have been received. Full details of the consultation responses can be inspected on the application file.

## **7.0 REPRESENTATIONS**

7.1 The owners/occupiers of the following addresses have made representations: 3, 5, 6 and 19 Lady Jane Court

7.2 The Vicar and PCC of the Church of St John the Evangelist have also made representations

7.3 The representations can be summarised as follows:

- overdevelopment of site
- harm to character of the area
- precedent for other commercial developments
- overshadowing to Lady Jane Court
- overshadowing of the church
- loss of privacy to Lady Jane Court
- noise and disturbance
- increased rubbish
- increased traffic
- inadequate car parking
- inadequate bus parking (need for loading bay)
- harm to trees
- harm to boundary wall during construction

7.4 The above representations are a summary of the comments that have been received. Full details of the representations can be inspected on the application file.

## **8.0 ASSESSMENT**

8.1 From the consultation responses and representations received and from my inspection of the site and the surroundings, I consider that the main issues are:

1. Principle of development
2. Context of site, design and external spaces
3. Trees
4. Disabled access
5. Residential amenity
6. Refuse arrangements
7. Highway safety
8. Car and cycle parking
9. Third party representations
10. Planning Obligation Strategy

## **Principle of Development**

- 8.2 Policy 7/11 of the Cambridge Local Plan (2006) permits the development of existing language schools where existing facilities are being improved, or teaching floorspace is being increased by no more than 10%. In this instance, teaching floorspace will remain at the existing level, but the quality of that space and its appropriateness for current educational practice will be improved.
- 8.3 I do not consider that approval of this application would create a precedent for other 'commercial developments' in the area, as is feared in some representations. This is an improvement to an existing business, not a creation of a new business use. Furthermore, any future application for business use in the area would have to be considered on its own merits. There do not appear to be any nearby sites which are comparable or similar in terms of the potential for 'commercial development' raised in representations.
- 8.4 In my opinion, the principle of the development is acceptable and in accordance with policy 7/11 of the Cambridge Local Plan (2006).

## **Context of site, design and external spaces**

- 8.5 The proposed building would occupy the space presently filled by the earlier extensions and the courtyard between them and the original building. It would have a substantially greater mass than the 1980's extension, through filling the central space, but the increase in height would be only modest. It would respect the building line established by the front elevation of the main building, and would be clearly subsidiary to it, while the roof forms used allude to the character of the original house, but are in a contemporary idiom.
- 8.6 I am satisfied that the design of the building is appropriate to its context, both in its contrasting but respectful relationship with the original building, and in its response to the largely domestic vocabulary of the surrounding area. In my view, it would improve the setting of the main building, and enhance the character of this part of Hills Road. The proposal would retain the trees to the south and west of the site, and a substantial



outdoor amenity area between the buildings and Hills Road. I do not feel that it is an overdevelopment of the site.

- 8.7 By introducing a very legible entrance at the junction of the old and new sections, separating the pedestrian and vehicle access points, improving the landscaping of the heavily-used amenity space in front of the building, and creating a more coherent arrangement for the storage of waste, recycling and cycles, and the accommodation of cars and delivery vehicles, the proposal would markedly improve the way the site functions. It would also provide appropriate modern teaching space to replace the poor-quality provision in the 1980's extension.
- 8.8 The Urban Design and Conservation Manager has emphasized that appropriate detailing (especially at the junction between the new extension and the original building) and materials, are essential to the success of this project in visual terms. I agree with this view, and recommend a number of conditions accordingly.
- 8.9 In my opinion the proposal is compliant with Cambridge Local Plan (2006) policies 3/4, 3/7, 3/11, and 3/12. It would also function well, add to the overall quality of the area, create an attractive and comfortable place to study, optimize the potential of the site to accommodate development, and respond well to local character, in accordance with government advice on good design in Paragraph 58 of the Framework.

### **Trees**

- 8.10 Protection of the existing mature trees on this site is vital, as they are of considerable amenity value. The Arboricultural Officer recommends conditions to ensure adequate tree protection, and also emphasises that discharge of the recommended landscape condition should not be carried out until satisfactory evidence that no excavations will be carried out in the root protection area is provided.

### **Disabled access**

- 8.11 The Access officer's initial concerns about access to the lift have been resolved. The Access officer suggests a number of detailed improvements which could be made within the building, and I recommend an informative to emphasise these points.

They do not, however, represent a conflict with policy 3/7 or 3/12; I am satisfied that the elements of the design which are subject to planning control, particularly the layout of the site, access to the building from outside, and disabled parking provision are compliant with Cambridge Local Plan (2006) policies 3/7 and 3/12.

## **Residential Amenity**

### Sunlight

- 8.12 The proposed building lies to the south-west of the west end of Lady Jane Court, and therefore has the potential to affect sunlight in the afternoon. However, the Lady Jane Court site contains a number of trees, including, at the western end, a very large plane, a very large beech, and a very large horse-chestnut. On their own, these trees shade the dwellings in the Court very heavily while they are in leaf. The large trees on the EF site also cast a shadow in this direction, and in this case, several of the relevant trees are evergreen. This means that the opportunity for direct sunlight to reach the west part of Lady Jane Court when the sun is in the south-west is limited. The applicants have submitted shadow diagrams showing the impact of the proposed building in the afternoon at the 'worst case' times, in the winter: at the winter solstice, and on January 15<sup>th</sup>, February 1<sup>st</sup> and February 15<sup>th</sup>. These diagrams demonstrate that the increase in shadowing would be very slight indeed. Since the modelling ignores the trees on the two sites, it is my view that any impact would be even less than the very limited extent shown in the shadow studies. In my view, any increased overshadowing to Lady Jane Court caused by the increased height of the proposed building would be slight, and not sufficient to warrant refusal of the application. I do not consider that the proposal would affect sunlight to any other premises.

### Privacy

- 8.13 The proposed building would not include windows on the east elevation facing Lady Jane Court. The flats at this end of the Court have no windows facing towards the EF site. I do not consider that any issues of overlooking arise.

## Outlook

- 8.14 The proposed building would be higher than the existing building along the eastern boundary of the site, but this increase would be a limited one (from 4.8m to 6.8m to the eaves, and from 7m to 8.2m at the ridge). The increase would also be mitigated by the more articulated form of the proposed building, and in particular by the east-west valleys in the new roof. I do not consider that the proposed building, by comparison with the existing one, would be visually dominating, or cause an undue sense of enclosure to occupiers of Lady Jane Court, residents in Cavendish Avenue, or users of the church.

## Noise and disturbance

- 8.15 I acknowledge that the EF site accommodates a large number of students. However, the building faces Hills Road, and its entrances and amenity space are all on that side of the building. They would remain so under this proposal. I visited the site during the mid-day break in mild weather. A large number of students were on site; the courtyard and lawn on the west side were full of people eating and socialising, and most of the windows on the east side of the original building were wide open. Despite this, very little noise from the site could be heard in the Lady Jane Court access drive, or in Cavendish Avenue. It is important to note that the present application proposes an improvement to facilities, but no increase in teaching floorspace. Given this basic feature of the development, I do not believe it can be convincingly argued that approval would subject neighbouring occupiers to increased noise or disturbance. Construction itself would create both noise and disturbance, but this is not a reason for refusal; I recommend conditions to minimise the impact of construction.
- 8.16 In my opinion the proposal adequately respects the residential amenity of its neighbours and the constraints of the site and I consider that it is compliant with Cambridge Local Plan (2006) policies 3/4 and 3/7.

## Refuse Arrangements

- 8.17 The application proposes a timber bin enclosure to the north side of the vehicle entrance. This would be an improvement on the current situation where bins are untidily stored in the open

on the south side of the entrance which is used by pedestrians and vehicles. The Waste strategy team have not commented on the application. I recommend a condition to ensure that sufficient space is allowed for bins. I am confident that there is enough space on the site in this area to provide for an increased number of bins if necessary.

- 8.18 In my opinion the proposal is compliant with Cambridge Local Plan (2006) policy 3/12.

### **Highway Safety**

- 8.19 The highway authority originally had concerns about the ability of vehicles to turn on site, but these have been resolved. Since the application proposes no increase in teaching space, there is no justification for requiring a Transport Assessment, no likelihood of increased deliveries, and no reason to question the level of car or cycle parking, as suggested by the highway authority. Similarly, neither conditions nor reasons for refusal could be justified by the issues raised by respondents about car and bus parking; these impacts would not be altered by the proposed extension.

- 8.20 In my opinion the proposal is compliant with Cambridge Local Plan (2006) policy 8/2.

### **Car and Cycle Parking**

#### **Car Parking**

- 8.21 The application proposes to alter car parking provision on the site from four spaces to three standard spaces plus one disabled space. The maximum provision acceptable under the City Council Car Parking Standards would be 27 spaces. The proposed provision is below this maximum, but is in accordance with the City Council standards, which are expressed as maximum levels. The Council encourages lower levels of on-site car parking space at non-residential sites, especially when they are well-served, as this site is, by public transport.

#### **Cycle Parking**

- 8.22 The application states that the site can accommodate up to 360 students and 40 staff, and that those levels will be unaltered

after the proposed changes. The proposal provides 192 cycle parking spaces, which is fewer than the 380 spaces required by the City Standards for a non-residential institution of this size. However since at present the site provides only 100 spaces, and the proposal would almost double this provision, despite there being no increase in students, it would not be reasonable to cite this as a reason to refuse the application. As the cycle parking spaces are largely under the trees, and exact details are not shown, I recommend conditions to control their size and spacing and also the construction method. I also recommend an informative urging the applicants to move towards provision at the level of the City Council Standards.

- 8.23 In my opinion the proposal is compliant with Cambridge Local Plan (2006) policies 8/6 and 8/10.

### **Nature conservation**

- 8.24 It is possible that bats roost in the buildings to be demolished. A bat survey is necessary to establish this. I have asked the applicants to carry this out, and if it is completed, it will be reported on the amendment sheet. If it is not completed, before Committee, consideration of the application may have to be deferred until it has.

### **Third Party Representations**

- 8.25 I do not consider the objections which refer to increases in rubbish, traffic, pressure on car parking space or bus pick-up parking are well founded; they assume an increase in activity, but the application proposes no increase in teaching space.
- 8.26 I have addressed the following issues in the paragraphs indicated: overdevelopment (para 8.6), harm to character of the area (para 8.6), precedent for other commercial developments (para 8.3), overshadowing (para 8.12), loss of privacy (para 8.13), noise and disturbance (para 8.15), and harm to trees (para 8.10).
- 8.27 The issue of harm to any boundary wall during construction is a civil matter between the landowners concerned.

## **Planning Obligations**

- 8.28 The application proposes no residential accommodation, and provides only the same area of teaching space as the existing buildings. It is not a major application. In my view it does not trigger any requirement for community infrastructure.

## **9.0 RECOMMENDATION**

### **APPROVE subject to the following conditions and reasons for approval:**

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: In accordance with the requirements of section 51 of the Planning and Compulsory Purchase Act 2004.

2. No development shall take place until samples of the materials to be used in the construction of the external surfaces of the development hereby permitted have been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved details.

Reason: To ensure that the appearance of the external surfaces is appropriate. (Cambridge Local Plan 2006 policies 3/4, 3/12 and 3/14)

3. Before starting any brick or stone work, a sample panel of the facing materials to be used shall be erected on site to establish the detail of bonding, coursing and colour and type of jointing and shall be agreed in writing with the local planning authority. The quality of finish and materials incorporated in any approved sample panel(s), which shall not be demolished prior to completion of development, shall be maintained throughout the development.

Reason: In the interests of visual amenity and to ensure that the quality and colour of the detailing of the brickwork/stonework and jointing is acceptable and maintained throughout the development. (Cambridge Local Plan 2006 policies 3/4 and 3/12)

4. No development, other than demolition, shall commence until full details of the following architectural features have been submitted to, and approved in writing by the local planning authority. This may require drawings at 1:20. Development shall proceed only in accordance with the agreed details.

main entrance  
roof ridges and eaves  
recessed masonry panels  
door and window joinery  
junctions with the original building  
metal shutters  
fire escape stairs

Reason: To ensure the building responds appropriately to its context. (Cambridge Local Plan 2006 policies 3/4 and 3/12)

5. Except with the prior written agreement of the local planning authority no construction work or demolition shall be carried out or plant operated other than between the following hours: 0800 hours to 1800 hours Monday to Friday, 0800 hours to 1300 hours on Saturday and at no time on Sundays, Bank or Public Holidays.

Reason: To protect the amenity of the adjoining properties. (Cambridge Local Plan 2006 policy 4/13)

6. Prior to the commencement of the development hereby approved (including any pre-construction, demolition, enabling works or piling), the applicant shall submit a report in writing, regarding the demolition / construction noise and vibration impact associated with this development, for approval by the local authority. The report shall be in accordance with the provisions of BS 5228:2009 Code of Practice for noise and vibration control on construction and open sites and include full details of any piling and mitigation measures to be taken to protect local residents from noise and or vibration. Development shall be carried out in accordance with the approved details.

Due to the proximity of this site to existing residential premises and other noise sensitive premises, impact pile driving is not recommended.



Reason: To protect the amenity of neighbouring occupiers. (Cambridge Local Plan 2006 policies 3/4 and 4/13)

7. Except with the prior written agreement of the local planning authority, there should be no collection or deliveries to the site during the demolition and construction stages outside the hours of 0700 hrs and 1900 hrs on Monday - Saturday and there should be no collections or deliveries on Sundays or Bank and public holidays.

Reason: Due to the proximity of residential properties to this premises and that extensive refurbishment will be required, the above conditions are recommended to protect the amenity of these residential properties throughout the redevelopment in accordance with policies 4/13 and 6/10 of the Cambridge Local Plan (2006)

8. No development shall commence until a programme of measures to minimise the spread of airborne dust from the site during the demolition / construction period has been submitted to and approved in writing by the Local Planning Authority. The development shall be implemented in accordance with the approved scheme.

Reason: To protect the amenity of neighbouring occupiers and highway users (Cambridge Local Plan 2006 policy 3/4)

9. No development shall take place until a site visit has taken place involving the retained arboriculturalist, the developer and the City Council Tree Officer to agree tree works and the location and specification of tree protection barriers and temporary ground protection. Development shall proceed thereafter only in accordance with the agreed details.

Reason: To protect trees of amenity value. (Cambridge Local Plan 2006 policy 4/4)

10. The agreed means of tree protection shall be retained on site until all equipment, and surplus materials have been removed from the site. Nothing shall be stored or placed in any area protected in accordance with this condition, and the ground levels within those areas shall not be altered nor shall any excavation be made without the prior written approval of the local planning authority.



Reason: To protect trees of amenity value. (Cambridge Local Plan 2006 policy 4/4)

11. No development other than demolition shall take place until full details of both hard and soft landscape works have been submitted to and approved in writing by the local planning authority and these works shall be carried out as approved. These details shall include proposed finished levels, demonstration that no excavation will be carried out within Root Protection Areas; means of enclosure; car parking layouts, other vehicle and pedestrian access and circulation areas; hard surfacing materials; minor artefacts and structures including cycle hoops, picnic tables and railings; services above and below ground including drainage, power, and communications cables. Soft Landscape works shall include planting plans; written specifications (including cultivation and other operations associated with plant and grass establishment); schedules of plants, noting species, plant sizes and proposed numbers/densities where appropriate and an implementation programme.

Reason: In the interests of visual amenity and to ensure that suitable hard and soft landscape is provided as part of the development. (Cambridge Local Plan 2006 policies 3/4, 3/11 and 3/12)

12. No development shall take place until full details of surface water attenuation have been submitted to, and approved in writing by, the local planning authority.

Reason: To avoid the risk of flooding. (Cambridge Local Plan policy 4/16)

13. Prior to the commencement of development/construction, a noise insulation scheme detailing the acoustic noise insulation performance specification of the external building envelope (having regard to the building fabric, glazing and ventilation) shall be submitted to and approved in writing by the local planning authority. The scheme shall achieve the internal noise levels recommended in British Standard 8233:1999 "Sound Insulation and noise reduction for buildings-Code of Practice".

The approved scheme shall be fully implemented and a completion report submitted prior to the occupation of the noise sensitive development. The approved scheme shall remain unaltered in accordance with the approved details.

Reason: To protect the amenity of future occupiers from noise. (Cambridge Local Plan 2006 policies 3/4 and 4/16)

14. No development other than demolition shall take place until full details of the provision for the storage of waste and recycling have been submitted to, and approved in writing by, the local planning authority.

Reason: To ensure satisfactory waste storage (Cambridge Local Plan policy 3/12)

15. Before the development/use hereby permitted is commenced, details of equipment for the purpose of extraction and/or filtration of fumes and or odours shall be submitted to and approved in writing by the local planning authority. The approved extraction/filtration scheme shall be installed before the use hereby permitted is commenced.

Reason: To protect the amenity of nearby properties. (Cambridge Local Plan 2006 policy 4/13)

16. No unbound material shall be used on the surface of the vehicle access within 6m of the boundary of the public highway.

Reason: To prevent the spread of debris onto the highway. (Cambridge Local Plan 2006 policy 8/2)

17. No development shall take place within the site until the applicant, or their agent or successors in title, has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the local planning authority.

Reason: To ensure that an appropriate archaeological investigation of the site has been implemented before development commences. (Cambridge Local Plan 2006 policy 4/9)

18. No development shall commence until details of facilities for the covered, secured parking of bicycles for use in connection with the development hereby permitted shall be submitted to and approved by the local planning authority in writing. The approved facilities shall be provided in accordance with the approved details before use of the development commences.

Reason: To ensure appropriate provision for the secure storage of bicycles. (Cambridge Local Plan 2006 policy 8/6)

**INFORMATIVE:** To satisfy the condition requiring the submission of a program of measures to control airborne dust above, the applicant should have regard to:

Cambridge City Council's Supplementary Planning Document 'Sustainable Design and Construction 2007':  
<http://www.cambridge.gov.uk/public/docs/sustainable-design-and-construction-spd.pdf>

Control of dust and emissions from construction and demolition - Best Practice Guidance produced by the London Councils:  
[http://www.london.gov.uk/thelondonplan/guides/bpg/bpg\\_04.jsp](http://www.london.gov.uk/thelondonplan/guides/bpg/bpg_04.jsp)

**INFORMATIVE:** To satisfy the standard condition on noise insulation, the noise level from all plant and equipment, vents etc (collectively) associated with this application should not raise the existing background level (L90) by more than 3 dB(A) (i.e. the rating level of the plant needs to match the existing background level). This requirement applies both during the day (0700 to 2300 hrs over any one hour period) and night time (2300 to 0700 hrs over any one 5 minute period), at the boundary of the premises subject to this application and having regard to noise sensitive premises. Tonal/impulsive noise frequencies should be eliminated or at least considered in any assessment and should carry an additional 5 dB(A) correction. This is to guard against any creeping background noise in the area and prevent unreasonable noise disturbance to other premises.

It is recommended that the agent/applicant submits a noise prediction survey/report in accordance with the principles of BS4142: 1997 "Method for rating industrial noise affecting mixed residential and industrial areas" or similar. Noise levels shall be predicted at the boundary having regard to neighbouring premises.

Such a survey / report should include: a large scale plan of the site in relation to neighbouring premises; noise sources and measurement / prediction points marked on plan; a list of noise sources; details of proposed noise sources / type of plant such as: number, location, sound power levels, noise frequency spectrums, noise directionality of plant, noise levels from duct intake or discharge points; details of noise mitigation measures (attenuation details of any intended enclosures, silencers or barriers); description of full noise calculation procedures; noise levels at a representative sample of noise sensitive locations and hours of operation.

Any report shall include raw measurement data so that conclusions may be thoroughly evaluated and calculations checked.

**INFORMATIVE:** The applicant is advised that the accessibility of the building for people with disabilities would be significantly improved if the following enhancements were incorporated:

- entrance door wider and power assisted and preferably automatic
- avoidance of dog-leg turn in entrance lobby
- foyer double doors asymmetric, power assisted and preferably automatic
- dropped height section and hearing loop in reception
- hearing loops in classrooms
- fire alarm provision for those with hearing impairments.
- good colour contrast within the building to aid visually impaired users to wayfind.

## **Reasons for Approval**

1. This development has been approved, conditionally, because subject to those requirements it is considered to conform to the Development Plan as a whole, particularly the following policies:

Cambridge Local Plan (2006): policies 3/1, 3/4, 3/7, 3/12, 4/4, 4/13, 4/16, 7/11, 8/2

2. The decision has been made having had regard to all other material planning considerations, none of which was considered to have been of such significance as to justify doing other than grant planning permission.

3. In reaching this decision the local planning authority has acted on guidance provided by the National Planning Policy Framework, specifically paragraphs 186 and 187. The local planning authority has worked proactively with the applicant to bring forward a high quality development that will improve the economic, social and environmental conditions of the area.

These reasons for approval can be a summary of the reasons for grant of planning permission only. For further details on the decision please see the officer report online at [www.cambridge.gov.uk/planningpublicaccess](http://www.cambridge.gov.uk/planningpublicaccess) or visit our Customer Service Centre, Mandela House, 4 Regent Street, Cambridge, CB2 1BY between Mon 8am - 5:15pm, Tues, Thurs & Fri 9am - 5:15pm, Weds 9am - 6pm.

**Notes of the relevant section  
of the meeting of Design & Conservation Panel,  
Wednesday 13<sup>th</sup> March 2013**

**Attendees:**

Terry Gilbert	RTPI (Chair)
Russell Davies	RTPI
Kieran Perkins	RIBA
Ian Bramwell	RIBA
Jo Morrison	Landscape Institute
Tony Nix	RICS
Jon Harris	Co-opted member

**Officers:**

Jonathan Hurst	City Council
Christian Brady	City Council
Matthew Paul	City Council

**3. Presentation - Revised proposals for the EF Language School, 221 Hills Road.**

The scheme seen by the Panel in July 2012, verdict – RED (1), AMBER (1) and GREEN (3) was refused at Committee on grounds of over- development. The current scheme, which is at pre-application stage, provides for the retention of the original late-Victorian Rowe building, the provision of improved and additional classrooms, additional common room and ancillary facilities and disabled access. Presentation by Richard Owers and David Valinsky of NRAP Architects.

The Panel's comments are as follows:

**Development Strategy and concept**

- The Panel supported the general principles of the proposed design, in particular the creation of an airy columned space between the 'perforated box' of the existing Rowe building and a peripheral 'ruined' garden wall - and the better resolution of the entrance and landscaping that the new scheme affords. The choice of roof form was questioned – with some members of the

Panel feeling that strong gable ends would create a more balanced elevation to Hills Road than the current hip arrangement, when taken with the very forceful and characterful northern end of the existing Rowe building.

- The material palette of masonry and metal cladding was thought appropriate, although some concern was expressed as to the possible slavish application of the design precedent, particularly in the extensive use of zinc in the new extension. It was felt the precise nature of the masonry might bear further development and that the 'additional' material – currently described as zinc – might be selected to provide a more emphatic contrast with the 'background' materiality of the house and peripheral wall.
  
- Whilst the subservience of the extension was generally felt to be appropriate, the Panel felt that there was still scope for its identity to be more distinctive by re-considering the following aspects:-
  - Hills Road elevation -the interface between the original main building, the extension and the new entrance can arguably be made more emphatic and distinctive through the further development in the design of these elements. In addition, the potentially attractive views of the original building and the extension through the trees from Hills Road invited further design development of the space in front.
  - Access to Lady Jane Court elevation. While it is understood that there may be concerns from neighbours the Panel felt nonetheless, that the classrooms behind this elevation might benefit from direct views out if at all possible. .
  - Cavendish Avenue elevation. It was felt that the external stair on this elevation was something of a missed opportunity - as it could potentially be a more active, intermediate space – between the central orientation space and the outside landscape – perhaps with a degree more enclosure, and not simply an emergency escape route.
  
- **Trees.** The Panel welcome the intention to keep within the original footprint and thereby protecting the existing trees along the boundary line.
  
- **Cycle parking.** The Panel welcome the proposal to provide permeable surface treatments.

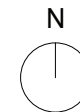
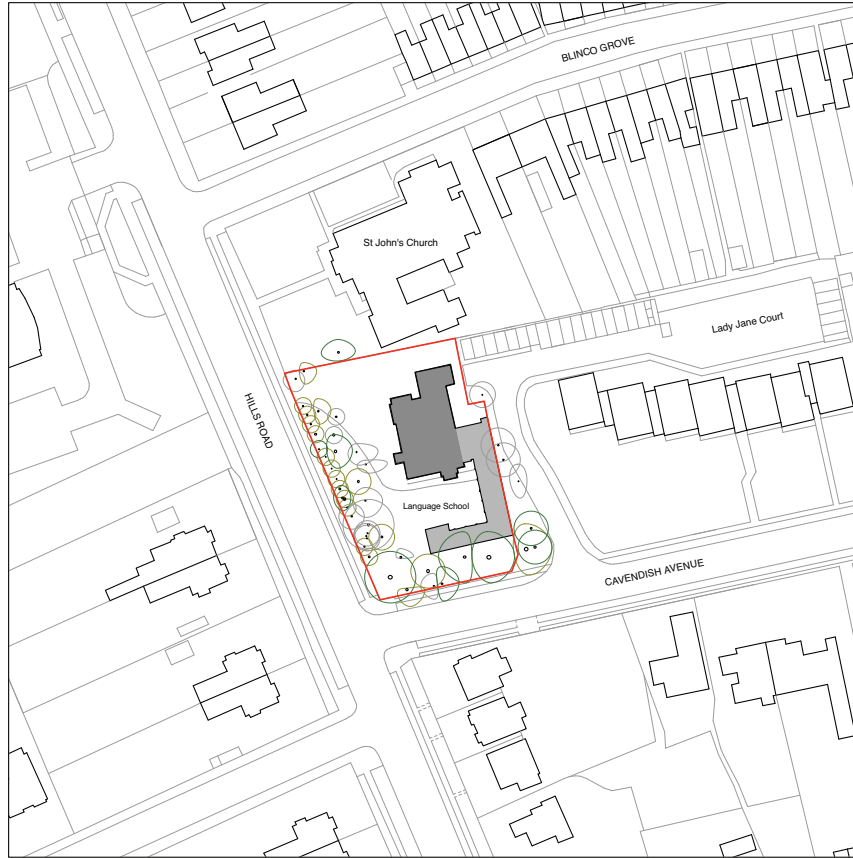
### **Conclusion.**

**The Panel welcome the retention of the existing Rowe building and proposed extension of contemporary design. The proposed**

**scheme appears to fit comfortably within the site. It was felt that further development and articulation of the principal elevations of the proposed new extension in relation to its immediate setting would enhance the scheme.**

**VERDICT – GREEN (5), AMBER (2)**





NOTES:  
Do not scale off drawing. All dimensions to be checked on site.  
This drawing is to be read in conjunction with all other relevant consultants drawings and specifications

KEY:

Boundary of the Site

0 10 25 50m

# PLANNING

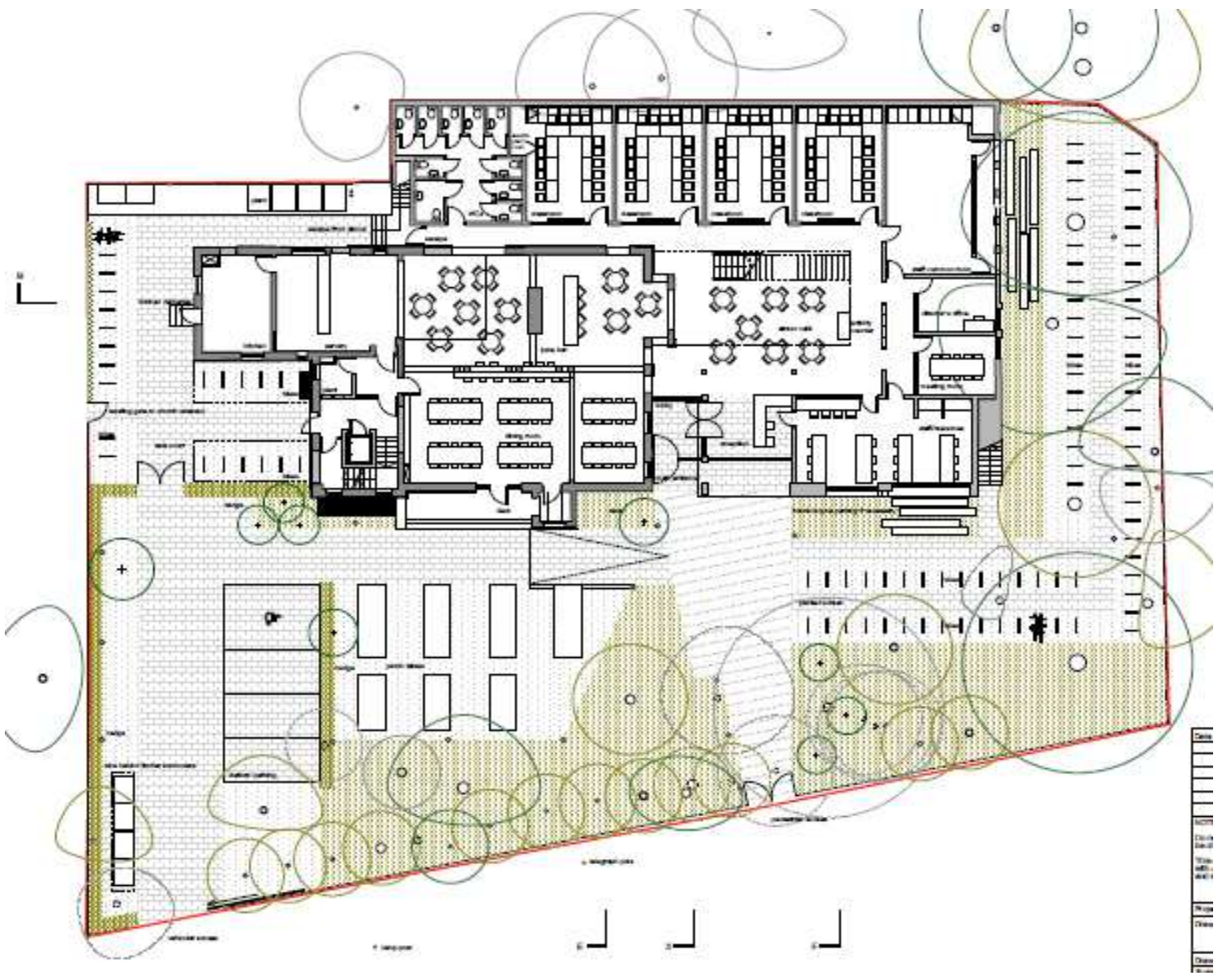
18.03.13	A	Drawing number revised for Planning
Date	Rev.	Notes

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Drawing No.	<b>2506-P-001</b>		
Drawing Title	<b>Existing Location Plan</b>		
Scale	1:1250	Status	PLANNING
Size	A3	Date	MAR 2013

**NRAP**  
ARCHITECTS

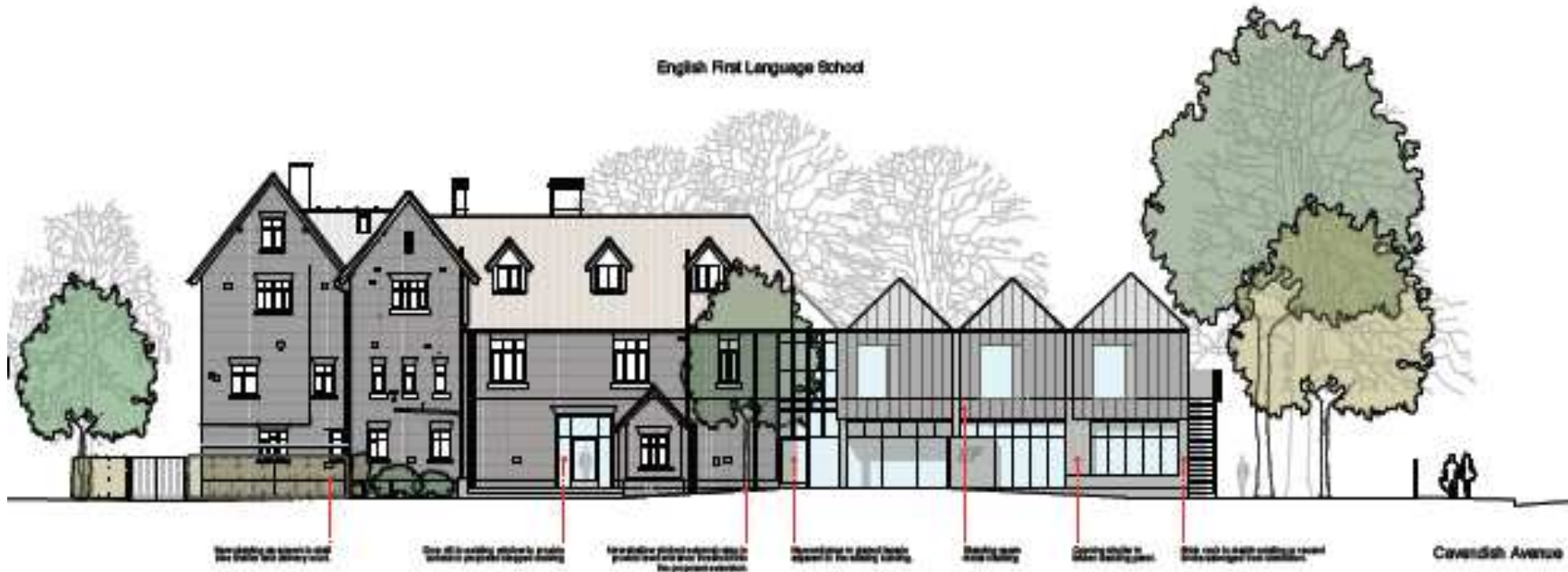
13-15 Covent Garden | Cambridge | CB1 2HS  
design@nrap.co.uk | 01223 464 455

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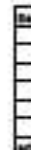


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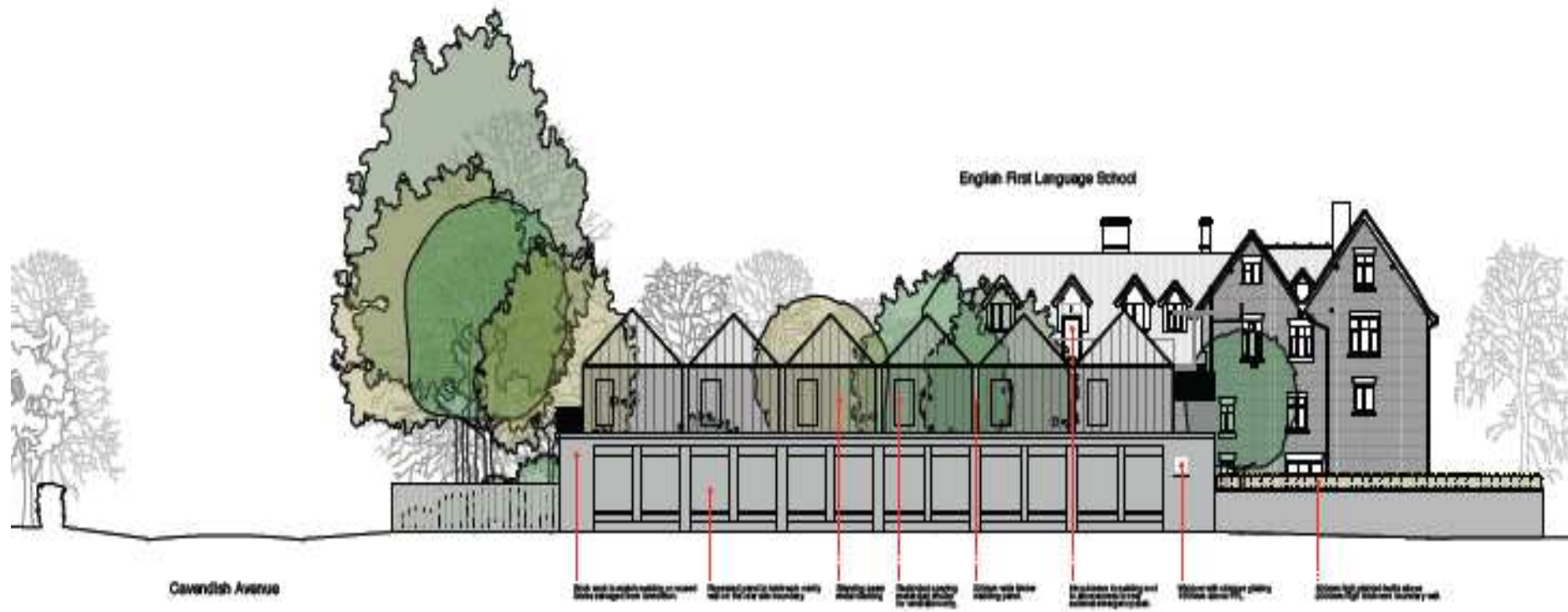
English First Language School



West (Front) Elevation



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East (Rear) Elevation with the foliage along the eastern boundary shown.

Date	Rev	Notes	REV

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English First Language School



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