



## WEST / CENTRAL AREA COMMITTEE



### AGENDA

**To: City Councillors:** Smith (Chair), Kightley (Vice-Chair), Bick, Cantrill, Hipkin, Reid, Reiner, Rosenstiel and Tucker

**County Councillors:** Brooks-Gordon, Nethsingha and Whitebread

*Dispatched: Wednesday, 18 April 2012*

**Date:** Thursday, 26 April 2012

**Time:** 7.00 pm

**Venue:** Wesley Church Christ's Pieces Cambridge CB1 1LG

**Contact:** Toni Birkin

**Direct Dial:** 01223 457086

#### 1 APOLOGIES

#### 2 DECLARATIONS OF INTEREST (PLANNING)

#### 3 PLANNING APPLICATIONS

3a 11/1578/FUL: 37 City Road Planning Officer (*Pages 1 - 30*)

3b 11/1579/CAC: 37 City Road Planning Officer (*Pages 31 - 46*)

#### 4 DECLARATIONS OF INTEREST (MAIN AGENDA)

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 MINUTES (*Pages 47 - 58*)

To confirm the minutes of the meeting held on 1<sup>st</sup> March 2012. (*Pages 47 - 58*)

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

**7 OPEN FORUM**

Refer to the 'Information for the Public' section for rules on speaking

**8 POLICE AND SAFER NEIGHBOURHOODS** *(Pages 59 - 70)*

**9 COMMUNITY DEVELOPMENT AND LEISURE GRANTS** *(Pages 71 - 82)*

**10 COMMUNITY OLYMPIC PUBLIC ART COMMISSION**

The session will include a presentation by Andy Preston (Project Delivery & Environment Manager) and artist company (Same Sky), plus a question and answer session for Councillors and members of the public.

Cambridge City Council would like to introduce its Community Olympic Public Art Commission, which is inspired by the Olympics and its Mission Statement.

The City Council is working with Same Sky, an artist-led charity recognised for their high quality art projects and community events.

The project will run throughout the spring and summer in each of the four Committee areas of Cambridge, culminating in an event when the Olympic Torch arrives on 7 July.

The City Council are keen for as many people as possible to get involved. Same Sky will provide a display at the Area Committee evening to answer any questions about the project, leaflets containing further information will also be available.

## INFORMATION FOR THE PUBLIC

The West Area Committee agenda is usually in the following order:

- Planning Applications
- Open Forum for public contributions
- Delegated decisions and issues that are of public concern, including further public contributions

**The Open Forum section of the Agenda:** 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.

***To ensure that your views are heard, please note that there are Question Slips for Members of the Public to complete.***

**Public speaking rules relating to planning applications:** Anyone wishing to speak about one of these applications may do so provided that they have made a representation in writing within the consultation period and have notified the Area Committee Manager shown at the top of the agenda **by 12 Noon on the day before the meeting** of the Area Committee.

Guidance on speaking on these issues can be obtained from Democratic Services on 01223 457013 or [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk) or on-line:

<http://www.cambridge.gov.uk/public/docs/Having%20your%20say%20at%20meetings.pdf>

**Filming, recording and photography** at council meetings is allowed subject to certain restrictions and prior agreement from the chair of the meeting.

Requests to film, record or photograph, whether from a media organisation or a member of the public, must be made to the democratic services manager at least three working days before the meeting.

The Democratic Services Manager can be contacted on 01223 457013 or [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk).

## 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 business 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.

At the meeting public speakers at Committee 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.

The Chair will adopt the principles of the public speaking scheme regarding planning applications for general items, enforcement items and tree items.

## GENERAL INFORMATION FOR MEMBERS OF THE PUBLIC

Cambridge City Council would value your assistance in improving the public speaking process of committee meetings.

You are invited to complete a feedback form available in the committee room or on-line using the following hyperlink:

<http://www.surveymonkey.com/s/Y9Y6MV8>

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)

Information regarding committees, councilors and the democratic process is available at [www.cambridge.gov.uk/democracy](http://www.cambridge.gov.uk/democracy)

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<b>Application Number</b>	11/1578/FUL	<b>Agenda Item</b>	
<b>Date Received</b>	28th December 2011	<b>Officer</b>	Miss Catherine Linford
<b>Target Date</b>	22nd February 2012		
<b>Ward</b>	Market		
<b>Site</b>	37 City Road Cambridge CB1 1DP		
<b>Proposal</b>	Demolition of existing buildings and redevelopment of the site to provide three residential units.		
<b>Applicant</b>	Mr Paul Downham Cambridge House 91 High Street Longstanton Cambridgeshire cb24 3bs		

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### 1.0 SITE DESCRIPTION/AREA CONTEXT

- 1.1 This application relates to outbuildings, which stand to the rear of 34-36 City Road, and are known as 37 City Road. The surrounding area is predominantly residential in character, mainly consisting of two-storey, terrace houses. The site is within City of Cambridge Conservation Area 1 (Central) in the area covered by the Kite Conservation Area Appraisal.
- 1.2 The buildings are largely intact and been built up over time using a mixture of materials, including a mix of brick, timber cladding and a variety of windows, doors and external staircases for access to the upper floors. There are a number of panels of stained glass, which add to the visual interest. The buildings are not Listed or Locally Listed as Buildings of Local Interest but were considered for adding to the Local List of Buildings of Local Interest, but this was not taken forward due to the structural instability of the buildings. The outbuildings are not visible in the streetscene, but they are clearly seen from adjacent gardens and make an important contribution to the character and appearance of the Conservation Area.

## 2.0 THE PROPOSAL

- 2.1 Full planning permission is sought to demolish the buildings, and replace them with a similar but larger building which would provide three dwellings – a three-bedroom house, a two-bedroom house, and a studio flat.
- 2.2 The proposed building would be identical to the existing buildings but would have an additional two-storey wing at the southern end creating. This, along with part of the central wing would become plot 1, a 3-bed house. The central wing would be wider than the existing buildings. At ground floor level, this central wing will be part of plot 1, with the area directly adjoining 35 City Road, used as a communal bin and cycle store. At first floor level a studio flat (plot 3) is proposed.
- 2.3 A small first-floor extension is proposed to the rear of 35 City Road, built above part of the existing single storey extension to this property. The roof above the rear of the single storey extension would be used as a roof terrace – part of it for the use of 35 City Road (accessed from the proposed extension) and part of it for the use of the proposed studio flat.
- 2.4 The northern wing will be plot 2, a two-bedroom house.
- 2.5 The application is accompanied by the following supporting information:
1. Design and Access Statement
  2. Structural Report
  3. Report on 35, 37 and 37 City Road

## 3.0 SITE HISTORY

Reference	Description	Outcome
11/1579/CAC	Proposed conversion and re-building of outbuildings to form 3 No. residential units.	Pending

## 4.0 PUBLICITY

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



Public Meeting/Exhibition (meeting of):	No
DC Forum (meeting of):	No

## 5.0 POLICY

### 5.1 Central Government Advice

#### **National Planning Policy Framework (March 2012)**

The National Planning Policy Framework (NPPF) 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.

The NPPF includes a set of core land use planning principles that should underpin both plan making and development management (precised form):

1. planning should be genuinely plan-led
2. planning should proactively drive and support the development and the default answer to development proposals should be "yes", except where this would compromise the key sustainable development principles set out in the Draft NPPF
3. planning decisions should take into account local circumstances and market signals such as land prices, commercial rents and housing affordability and set out a clear strategy for allocating sufficient land which is suitable for development in their area, taking account of the needs of the residential and business community
4. planning decisions for future use of land should take account of its environmental quality or potential quality regardless of its previous or existing use
5. planning decisions should seek to protect and enhance environmental and heritage assets and allocations of land for development should prefer land of lesser environmental value
6. mixed use developments that create more vibrant places, and encourage multiple benefits from the use of land should be promoted

7. the reuse of existing resources, such as through the conversion of existing buildings, and the use of renewable resources should be encouraged
8. planning decisions should actively manage patterns of growth to make the fullest use of public transport, walking and cycling, and focus significant development in locations which are or can be made sustainable
9. planning decisions should take account of and support local strategies to improve health and wellbeing for all
10. planning decisions should always seek to secure a good standard of amenity for existing and future occupants of land and buildings.

The NPPF states that the primary objective of development management is to foster the delivery of sustainable development, not to hinder or prevent development.

**5.2 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.

**5.3 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.

**5.4 East of England Plan 2008**

SS1: Achieving Sustainable Development  
ENV6: The Historic Environment  
ENV7: Quality in the Built Environment

**5.5 Cambridgeshire and Peterborough Structure Plan 2003**

Planning Obligation Related Policies

P6/1 Development-related Provision  
P9/8 Infrastructure Provision

## 5.6 Cambridge Local Plan 2006

3/1 Sustainable development  
3/4 Responding to context  
3/7 Creating successful places  
3/11 The design of external spaces  
3/12 The design of new buildings  
4/11 Conservation Areas  
4/13 Pollution and amenity  
5/1 Housing provision  
7/3 Protection of industrial and storage space  
8/6 Cycle parking  
8/10 Off-street car parking

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*)  
5/14 Provision of community facilities through new development  
10/1 Infrastructure improvements (*transport, public open space, recreational and community facilities, waste recycling, public realm, public art, environmental aspects*)

## 5.7 Supplementary Planning Documents

**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.

- 5.8 **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.

## 5.9 **Material Considerations**

### **Central Government Guidance**

#### **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.

#### **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.

## **City Wide Guidance**

**Cambridge and South Cambridgeshire Strategic Flood Risk Assessment** - in November 2010 the Cambridge and South Cambridgeshire Level 1 Strategic Flood Risk Assessment (SFRA) was adopted by the City Council as a material consideration in planning decisions. The SFRA is primarily 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.

## **6.0 CONSULTATIONS**

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

- 6.1 No objection: The proposal increases the number of dwelling units at the site of 37 City Road. Following implementation of any Permission issued by the Planning Authority in regard to this proposal the residents of the dwellings at 37 City Road will not qualify for Residents' Permits (other than visitor permits) within the existing Residents' Parking Schemes operating on surrounding streets. This should be brought to the attention of the applicant, and an appropriate informative added to any Permission that the Planning Authority is minded to issue with regard to this proposal.

### **Head of Environmental Services**

- 6.2 No objection, subject to conditions relating to contaminated land, a Demolition and Construction Environmental Management Plan (DCEMP) and waste.

### **Historic Environment Manager**

- 6.3 No objection: The proposed development is supported. The structural engineer's report clearly shows that the majority of the building is beyond repair and, whether for its current use or for conversion. The proposed design is similar in style to the existing. Conditions are recommended relating to materials, glass type, rooflights, and paint colours.
- 6.4 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 Councillor Rosenstiel has commented on this application regarding neighbour consultations, explaining that Eden Court should have been consulted on the application.
- 7.2 The owners/occupiers of the following addresses have made representations:  
60 Eden Street

61 Eden Street  
33 City Road  
38 City Road

7.3 The representations can be summarised as follows:

Context and Character

The boundary wall is in poor condition and may need to be completely rebuilt

Development on garden land

The site is already overdeveloped. The proposal will reduce the garden space further, which is increasing the overdevelopment

Residential Amenity

Due to the materials, the existing buildings are unobtrusive. The replacement with a solid brick wall would make the gardens darker and the view oppressive.

Overlooking

Loss of privacy

Loss of amenity space for 35 City Road

The proposed building is taller than the existing building and will overshadow neighbours

Loss of light. The current white weatherboard reflects light

Increase in noise. The current building acts as a sound barrier

Car Parking

Lack of car parking spaces

Other

As the building will be up to the boundary with the Eden Street property it will have to be maintained from these gardens

Inadequate notification of neighbours

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 demolition and the impact on the Conservation Area
2. Principle of development
3. Context of site, design and external spaces
4. Residential amenity
5. Refuse arrangements
6. Car and cycle parking
7. Third party representations
8. Planning Obligation Strategy

### **Principle of demolition and the impact on the Conservation Area**

8.2 The existing buildings at 37 City Road are not visible from the street, but are clearly seen from adjacent gardens and make an important contribution to the character and appearance of the Conservation Area.

8.3 The tests of policy in this case are seen in policies 4/10 and 4/11 of the Cambridge Local Plan (2006). The supporting text to policy 4/11 of the Cambridge Local Plan (2006) states that in Conservation Areas, ‘...when considering the demolition of buildings...the same tests that would apply to the demolition of a Listed Building will be applied, making reference to policy 4/10 of the Local Plan. Policy 4/10 states that ‘works for the demolition of Listed Buildings will not be permitted unless:

- a) The building is structurally unsound, for reasons other than deliberate damage or neglect; or
- b) It cannot continue in its current use and there are no viable alternative uses; and
- c) Wider public benefits will accrue from redevelopment.

8.4 A structural survey has been submitted as part of the application to demonstrate that the building is structurally unsound, and this concludes as follows:



*The existing four buildings are in poor structural condition. If required the ground floor to building 1 may be retained though all the walls will require underpinning. The timber first floor joists to this building may be re-used but will require strengthening to enable them to be justified to support the proposed current domestic loading. We believe that buildings 2, 3 and building 4 are in such poor structural condition that it is recommended that they should not be retained in the conversion.*

- 8.5 The application also includes a report, which explains how the site has been developed in the past. The outbuildings were built over time, using materials of differing qualities and type.
- 8.6 The Structural Survey has given a detailed report on each of the outbuildings, their stability and their potential for reuse. The conclusion is that parts of the structures are in poor condition with inadequate support for some of the walls and roof, leading to distortion and outward lean. In order for these parts to be able to be used as they stand, they would require a great deal of added support or rebuilding. The ground floor of Building 1, as labelled on the diagram that accompanied the report, could possibly be reused but would need substantial underpinning. Therefore, it is accepted that these buildings are not capable of reuse without comprehensive rebuilding. Even if the buildings were to be retained in their current use, they would need some rebuilding and a lot of additional support added to the structure in order for them to remain stable and in viable use. Due to the severity of their condition their demolition is supported, as long as a suitable replacement is proposed. The application is in accordance with part a) of policy 4/10 of the Cambridge Local Plan (2006).

### **Principle of loss of light industrial use**

- 8.7 The outbuildings were originally used as workshops and storage for Upholstery and Cabinet Making. These would be considered as light industrial, B1(c) uses. More recently, the buildings have been used by different companies including an interior designer and architects. There is no site history. There is no definitive use for the buildings and in the absence of a Certificate of Useful Use, it is necessary and reasonable to assess the application as loss of light industrial space.

8.8 Policy 7/3 of the Cambridge Local Plan (2006) states that development, including changes of use, that results in a loss of floorspace within Use Classes B1(c), B2 and B8 will only be permitted if:

- a) There is sufficient supply of such floorspace in the City to meet the demand and/or vacancy rates are high; and either
- b) The proposed development will generate the same number or more unskilled or semi-skilled jobs than could be expected from the existing use; or
- c) The continuation of industrial and storage uses will be harmful to the environment or amenity of the area; or
- d) The loss of a small proportion of industrial or storage floorspace would facilitate the redevelopment and continuation of industrial and storage use on a greater part of the site; or
- e) Redevelopment for mixed use or residential development would be more appropriate.

8.9 There is a lack of industrial space in the City. However, due to the layout of the buildings and because of their poor structural condition, only two offices are in regular use. Another office is in occasional use as a meeting room, and another two are temporarily occupied as storage at a token rent. The leases end next year.

8.10 The surrounding area is predominantly residential. In my opinion, whilst light industrial uses can operate successfully with residential uses, this site is clearly constrained and access is poor. These factors, together with the poor state of the buildings leads me to conclude that residential use would be more appropriate here than industrial use. It is my view that the proposal, therefore, complies with part e) of policy 7/3 of the Cambridge Local Plan (2006).

### **Principle of Residential Use**

8.11 Policy 5/1 of the Cambridge Local Plan (2006) states that proposals for housing development on windfall sites will be permitted subject to the existing land use and compatibility with adjoining land uses. The surrounding area is predominantly residential and, therefore, in principle, residential use is acceptable here.

8.12 In my opinion, the principle of residential development is acceptable and in accordance with policy 5/1 of the Cambridge Local Plan (2006).

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

8.13 The new buildings are proposed to be on a similar footprint and of a similar style and scale as the existing buildings; an additional wing is proposed off the south elevation, and of a similar style and scale to the existing buildings. The proposed design has taken the eclectic style of the existing outbuildings as its cue and the result is a sensitive redevelopment of the site and balance of solids and voids, which fits into the site as a replacement to the existing buildings.

8.14 There is an opportunity to salvage some of the materials, for example the stained glass panels found in various elevations and the bricks from the ground floor walls, for re-use within the new scheme. This will be important in order to add some character to the new building. From looking at the submitted plans, it is unclear where the 'details' of the existing buildings, such as the stained glass panels, will be reused. It is recommended that details of these are required by condition (4). It is recommended that samples of all materials, including bricks are required by conditions (5 and 6).

8.15 In my opinion the proposal is compliant with Cambridge Local Plan (2006) policies 3/4, 3/7, 3/11, 3/12.

### **Residential Amenity**

#### **Impact on amenity of neighbouring occupiers**

8.16 Due to the positioning of the buildings and their orientation, it is my opinion that the neighbouring properties that may potentially be affected by the development are 33-38 City Road, 60-63 Eden Street and Eden Court.

8.17 In terms of window positioning the proposed situation is not vastly different to the current situation. What is, however, different is the use and this means the impact on the neighbouring properties on City Road will be significantly

different to what is currently experienced. The impact of the proposed extensions will also need to be considered

### Impact on 33-38 City Road

#### *Overlooking*

- 8.18 35-36 City Road are within the application site, and are under the control of the applicant. 36a and 36b have been internally configured so that at the rear there are kitchens at ground floor level and bathrooms and landings at first floor level. 35 has no windows at the rear of the house and has a bathroom window at first floor level. The layout of these houses greatly reduces the impact of the proposal on them.
- 8.19 35 City Road has been extended to the rear, and the central wing of the buildings adjoins this extension. It is proposed that this central wing is widened. At ground floor level, this central wing will become part of plot 1, with the area directly adjoining 35 City Road, used as a communal bin and cycle store. At first floor level a studio flat is proposed.
- 8.20 A small first-floor extension is proposed to the rear of 35 City Road, built above part of the existing single storey extension to this property. The roof above the rear of the single storey extension would be used as a roof terrace – part of it for the use of 35 City Road (accessed from the proposed extension) and part of it for the use of the proposed studio flat.
- 8.21 In terms of overlooking, plot 2 (the house on the northern side of the site) is the house with the potential to overlook 36a and 36b City Road. This house will have a window serving a study at ground floor level and a window serving a living/dining room at first floor level. The roof terraces would have 600mm high, obscure glazed screens, and this would allow them to be looked over. However, due to the layout of 35, 36a and 36b City Road, it is my opinion that the impact on these neighbours, in terms of overlooking, would be minimal.

#### *Overshadowing/enclosure*

- 8.22 When viewed from 35-36 City Road, the proposal building is not significantly different to the existing situation, and there will

therefore be no increased impact on these properties in terms of overshadowing or enclosure.

### Impact on 60-63 Eden Street and Eden Court

#### *Overlooking*

- 8.23 No windows are proposed on the western elevation of the proposed building, which abuts the rear of 60-62 Eden Street and the alleyway to the rear of 63 Eden Street and Eden Court, with the exception of rooflights, serving plot 1. These windows will be above head height. Therefore, there will be no detrimental impact on these neighbouring properties in terms of overlooking.

#### *Overshadowing/enclosure*

- 8.24 The proposed building will be longer and marginally taller than the existing buildings, and stand to the east of the neighbouring properties on Eden Street. Currently, the building sits in line with the side wall of 63 Eden Street. In my opinion, in terms of visual bulk, due to similarities in size between the existing buildings and proposed building, the proposed building will have no significantly greater visual impact on these properties than the current situation. The extension at the southern end of the site will bring the building in line with the side wall of Eden Court. As the building will not extend behind Eden Court, it is my opinion, that the impact on the occupiers of this building will be minimal.
- 8.25 Concern has been raised regarding the impact the choice of materials will have on neighbouring occupiers. The existing building is a light-coloured timber. The intention is that this elevation will be brick to lessen maintenance. I recommend that materials are controlled by condition. I will seek to ensure that the choice of material is light in colour.

#### Noise and disturbance

- 8.26 The site is currently in industrial use, and although it is currently largely vacant, theoretically it could be brought back into use. In my opinion, the noise and disturbance experienced by the neighbours from an industrial use would be far greater than that experienced from residential use, and due to this, residential

use is far more appropriate here. Noise and disturbance is always caused by building works, and this cannot be eliminated entirely. However, this is only temporary and in order to reduce the disturbance to neighbours as far as is practical, I recommend conditions restricting contractor working hours and delivery hours (2 and 3).

- 8.27 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.

#### Amenity for future occupiers of the site

- 8.28 The proposed dwellings will share a courtyard for access. Plot 2 (the 3-bedroom house) will have a sizeable private garden and a small terrace; plot 3 (the studio flat) will have a small roof terrace; and plot 1 (2-bed house) will have a private courtyard and terrace. The private amenity space for plot 3 is small, but in my opinion it is sufficient for a studio flat. The amenity space for plot 2 is small, but as this development is unusual and a 'one-off', it is my view that this is a compromise that a future occupier is likely to be willing to make. Due to this, I see no reason to refuse the application on amenity grounds.

- 8.29 As the site was in industrial use a condition is recommended, relating to contaminated land (7)

- 8.30 In my opinion the proposal provides a high-quality living environment and an appropriate standard of residential amenity for future occupiers, and I consider that in this respect it is compliant with Cambridge Local Plan (2006) policies 3/7, 3/12 and 3/10.

#### **Refuse Arrangements**

- 8.31 A communal bin store is proposed for use of the three proposed dwellings and the three existing dwellings (35, 36a and 36b City Road). The City Council's Waste Strategy Officer is content that the proposed bin store is large enough to accommodate the bins for all of these properties. However, the bin collection point is shown as the accessway, which is currently gated. The Refuse Team will not collect the bins from the communal store, and therefore a management arrangement will be required to

ensure that bins are brought to the kerbside for collection. This can be required by condition (8)

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

### **Car and Cycle Parking**

- 8.33 No off-street car parking spaces are proposed in relation to this development. I understand that this is a concern to neighbouring residents, but considering the sites location, very close to the Grafton Centre, and in close proximity to the City Centre, it is my opinion that it would be unnecessary and unreasonable to insist on off-street car parking spaces here. The site is within the Controlled Parking Zone (CPZ) and the County Council has confirmed that the occupiers of the new dwellings will not qualify for Residents Parking Permits.
- 8.34 A communal cycle store is proposed for use of the three proposed dwellings and the three existing dwellings (35, 36a and 36b City Road). This is sufficient and is acceptable.
- 8.35 In my opinion the proposal is compliant with Cambridge Local Plan (2006) policies 8/6 and 8/10.

### **Third Party Representations**

- 8.36 The majority of the issues raised in the representations received have been addressed above. The issues that have not yet been considered will be considered now.

*As the building will be up to the boundary with the Eden Street property it will have to be maintained from these gardens*

- 8.37 As the proposed building will abut the boundary with the neighbouring properties on Eden Street, as the existing buildings do, it will be necessary to maintain the western elevation of the building from neighbouring properties. This agreement will be a civil agreement between land owners, and planning permission can not be refused on the basis that the neighbouring land owner may not agree to this.

### *Inadequate notification of neighbours*

- 8.38 Originally, the occupiers of Eden Court were not notified about this application. As they are direct neighbours to the site, they should have been notified. This was corrected at an early stage in the application process.

## **Planning Obligation Strategy**

### **Planning Obligations**

- 8.39 The Community Infrastructure Levy Regulations 2010 have introduced the requirement for all local authorities to make an assessment of any planning obligation in relation to three tests. If the planning obligation does not pass the tests then it is unlawful. The tests are that the planning obligation must be:

- (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.

In bringing forward my recommendations in relation to the Planning Obligation for this development I have considered these requirements. The Planning Obligation Strategy (2010) provides a framework for expenditure of financial contributions collected through planning obligations. The applicants have indicated their willingness to enter into a S106 planning obligation in accordance with the requirements of the Strategy and relevant Supplementary Planning Documents. The proposed development triggers the requirement for the following community infrastructure:

#### Open Space

- 8.40 The Planning Obligation Strategy requires that all new residential developments contribute to the provision or improvement of public open space, either through provision on site as part of the development or through a financial contribution for use across the city. The proposed development requires a contribution to be made towards open space, comprising outdoor sports facilities, indoor sports facilities,



informal open space and provision for children and teenagers. The total contribution sought has been calculated as follows.

- 8.41 The application proposes the erection of one three-bedroom houses, one two-bedroom houses, and one studio flat. A house or flat is assumed to accommodate one person for each bedroom, but one-bedroom flats are assumed to accommodate 1.5 people. Contributions towards provision for children and teenagers are not required from one-bedroom units. The totals required for the new buildings are calculated as follows:

<b>Outdoor sports facilities</b>					
Type of unit	Persons per unit	£ per person	£per unit	Number of such units	Total £
studio	1	238	238	1	238
1 bed	1.5	238	357		
2-bed	2	238	476	1	476
3-bed	3	238	714	1	714
4-bed	4	238	952		
<b>Total</b>					<b>1428</b>

<b>Indoor sports facilities</b>					
Type of unit	Persons per unit	£ per person	£per unit	Number of such units	Total £
studio	1	269	269	1	269
1 bed	1.5	269	403.50		
2-bed	2	269	538	1	538
3-bed	3	269	807	1	807
4-bed	4	269	1076		
<b>Total</b>					<b>1614</b>

<b>Informal open space</b>					
Type of unit	Persons per unit	£ per person	£per unit	Number of such units	Total £
studio	1	242	242	1	242
1 bed	1.5	242	363		
2-bed	2	242	484	1	484
3-bed	3	242	726	1	726
4-bed	4	242	968		
<b>Total</b>					<b>1452</b>

<b>Provision for children and teenagers</b>					
Type of unit	Persons per unit	£ per person	£per unit	Number of such units	Total £
studio	1	0	0	0	0
1 bed	1.5	0	0		
2-bed	2	316	632	1	632
3-bed	3	316	948	1	948
4-bed	4	316	1264		
<b>Total</b>					<b>1580</b>

8.42 Subject to the completion of a S106 planning obligation to secure the requirements of the Planning Obligation Strategy (2010) and the Cambridge City Council Open Space Standards Guidance for Interpretation and Implementation (2010), I am satisfied that the proposal accords with Cambridgeshire and Peterborough Structure Plan (2003) policies P6/1 and P9/8, Cambridge Local Plan (2006) policies 3/8 and 10/1 and the Planning Obligation Strategy 2010 and the Cambridge City Council Open Space Standards Guidance for Interpretation and Implementation (2010)

#### Community Development

8.43 The Planning Obligation Strategy (2010) requires that all new residential developments contribute to community development facilities, programmes and projects. This contribution is £1256 for each unit of one or two bedrooms and £1882 for each larger unit. The total contribution sought has been calculated as follows:

<b>Community facilities</b>			
Type of unit	£per unit	Number of such units	Total £
1 bed	1256	1	1256
2-bed	1256	1	1256
3-bed	1882	1	1882
4-bed	1882		
<b>Total</b>			<b>4394</b>

8.44 Subject to the completion of a S106 planning obligation to secure the requirements of the Planning Obligation Strategy (2010), I am satisfied that the proposal accords with

Cambridgeshire and Peterborough Structure Plan (2003) policies P6/1 and P9/8, Cambridge Local Plan (2006) policies 5/14 and 10/1 and the Planning Obligation Strategy 2010.

### Waste

- 8.45 The Planning Obligation Strategy (2010) requires that all new residential developments contribute to the provision of household waste and recycling receptacles on a per dwelling basis. As the type of waste and recycling containers provided by the City Council for houses are different from those for flats, this contribution is £75 for each house and £150 for each flat. The total contribution sought has been calculated as follows:

<b>Waste and recycling containers</b>			
Type of unit	£per unit	Number of such units	Total £
House	75	1	75
Flat	150	2	300
<b>Total</b>			<b>375</b>

- 8.46 Subject to the completion of a S106 planning obligation to secure the requirements of the Planning Obligation Strategy (2010), I am satisfied that the proposal accords with Cambridgeshire and Peterborough Structure Plan (2003) policies P6/1 and P9/8, Cambridge Local Plan (2006) policies 3/7, 3/12 and 10/1 and the Planning Obligation Strategy 2010.

### Monitoring

- 8.47 The Planning Obligation Strategy (2010) requires that all new residential developments contribute to the costs of monitoring the implementation of planning obligations. The costs are calculated according to the heads of terms in the agreement. The contribution sought will be calculated as £150 per financial head of term, £300 per non-financial head of term. Contributions are therefore required on that basis.

### Planning Obligations Conclusion

- 8.48 It is my view that the planning obligation is necessary, directly related to the development and fairly and reasonably in scale and kind to the development and therefore the Planning

Obligation passes the tests set by the Community Infrastructure Levy Regulations 2010.

## **9.0 CONCLUSION**

- 9.1 In my opinion, the proposal is an unusual housing development which preserves and enhances the character and appearance of the Conservation Area and has been sensitively designed to respect the amenities of its neighbours. The application is therefore recommended for approval, subject to conditions and the completion of the S106 agreement.

## **10.0 RECOMMENDATION**

**APPROVE** subject to the completion of the S106 agreement by 26 July 2012 and subject to the following conditions:

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. Except with the prior written agreement of the local planning authority in writing 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)

3. Except with the prior agreement of the local planning authority in writing, 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)

4. Prior to the commencement of works, full details of the location of the salvaged stained glassed windows within the new buildings shall be submitted to and approved in writing by the Local Planning Authority.

Reason: To preserve the character and appearance of the Conservation Area. (Cambridge Local Plan 2006, policy 4/11)

5. No brickwork is to be erected until the choice of brick, bond, mortar mix design and pointing technique have been submitted to and approved in writing by the local planning authority by means of sample panels prepared on site. The approved panels are to be retained on site for the duration of the works for comparative purposes, and development must take place only in accordance with the approved details.

Reason: To preserve the character and appearance of the Conservation Area. (Cambridge Local Plan 2006, policy 4/11)

6. 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. (East of England Plan 2008 policy ENV7 and Cambridge Local Plan 2006 policies 3/4, 3/12 and 3/14)

7. No development approved by this permission shall be commenced prior to a contaminated land assessment and associated remedial strategy, being submitted to the LPA and receipt of approval of the document/documents from the LPA. This applies to paragraphs a), b) and c). This is an iterative process and the results of each stage will help decide if the following stage is necessary.

(a) The contaminated land assessment shall include a desk study to be submitted to the LPA for approval. The desk study shall detail the history of the site uses and propose a site investigation strategy based on the relevant information discovered by the desk study. The strategy shall be approved by the LPA prior to investigations commencing on site.

(b) The site investigation, including relevant soil, soil gas, surface and groundwater sampling, shall be carried out by a suitable qualified and accredited consultant/contractor in accordance with a quality assured sampling and analysis methodology.

(c) A site investigation report detailing all investigative works and sampling on site, together with the results of the analysis, risk assessment to any receptors and a proposed remediation strategy shall be submitted to the LPA. The LPA shall approve such remedial works as required prior to any remediation commencing on site. The works shall be of such a nature as to render harmless the identified contamination given the proposed end use of the site and surrounding environment including any controlled waters.

No development approved by this permission shall be occupied prior to the completion of any remedial works and a validation report/s being submitted to the LPA and receipt of approval of the document/documents from the LPA. This applies to paragraphs d), e) and f).

(d) Approved remediation works shall be carried out in full on site under a quality assurance scheme to demonstrate compliance with the proposed methodology and best practice guidance.

(e) If, during the works contamination is encountered which has not previously been identified then the additional contamination shall be fully assessed and an appropriate remediation scheme agreed with the LPA.

Upon completion of the works, this condition shall not be discharged until a closure report has been submitted to and approved by the LPA. The closure report shall include details of the proposed remediation works and quality assurance certificates to show that the works have been carried out in full in accordance with the approved methodology. Details of any post-remedial sampling and analysis to show the site has reached the required clean-up criteria shall be included in the closure report together with the necessary documentation detailing what waste materials have been removed from site.

Reason: To protect the amenity of future occupiers.  
(Cambridge Local Plan 2006, policy 3/7)

8. Prior to the occupation of the development, full details of the on-site storage facilities for waste including waste for recycling shall be submitted to and approved in writing by the local planning authority. Such details shall identify the specific positions of where wheelie bins, recycling boxes or any other means of storage will be stationed and the arrangements for the disposal of waste. The approved facilities shall be provided prior to the commencement of the use hereby permitted and shall be retained thereafter unless alternative arrangements are agreed in writing by the local planning authority.

Reason: To ensure that bins can be collected. (Cambridge Local Plan 2006, policy 3/7)

### **Reasons for Approval**

1. This development has been approved subject to conditions and the prior completion of a section 106 planning obligation (/a unilateral undertaking), because subject to those requirements it is considered to conform to the Development Plan as a whole, particularly the following policies:

East of England plan 2008: SS1, ENV6, ENV7;

Cambridgeshire and Peterborough Structure Plan 2003: P6/1, P9/8 ;

Cambridge Local Plan (2006): 3/1, 3/4, 3/7, 3/11, 3/12, 4/11, 4/13, 5/1, 73, 8/6, 8/10, ;

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.

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 8am to 6pm Monday to Friday.

**2. Unless prior agreement has been obtained from the Head of Planning, and the Chair and Spokesperson of this Committee to extend the period for completion of the Planning Obligation required in connection with this development, if the Obligation has not been completed by 26 July 2012 it is recommended that the application be refused for the following reason(s).**

The proposed development does not make appropriate provision for open space/sports facilities, community development facilities, waste facilities and monitoring in accordance with Cambridge Local Plan 2006 policies 3/7, 3/8, 3/12, 5/14 and 10/1, Cambridgeshire and Peterborough Structure Plan 2003 policies P6/1 and P9/8 and as detailed in the Planning Obligation Strategy 2010, and the Open Space Standards Guidance for Interpretation.

**3. In the event that the application is refused, and an Appeal is lodged against the decision to refuse this application, delegated authority is sought to allow officers to negotiate and complete the Planning Obligation required in connection with this development**

## **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

Under Section 100D of the Local Government Act 1972, the following are background papers for each report on a planning application:

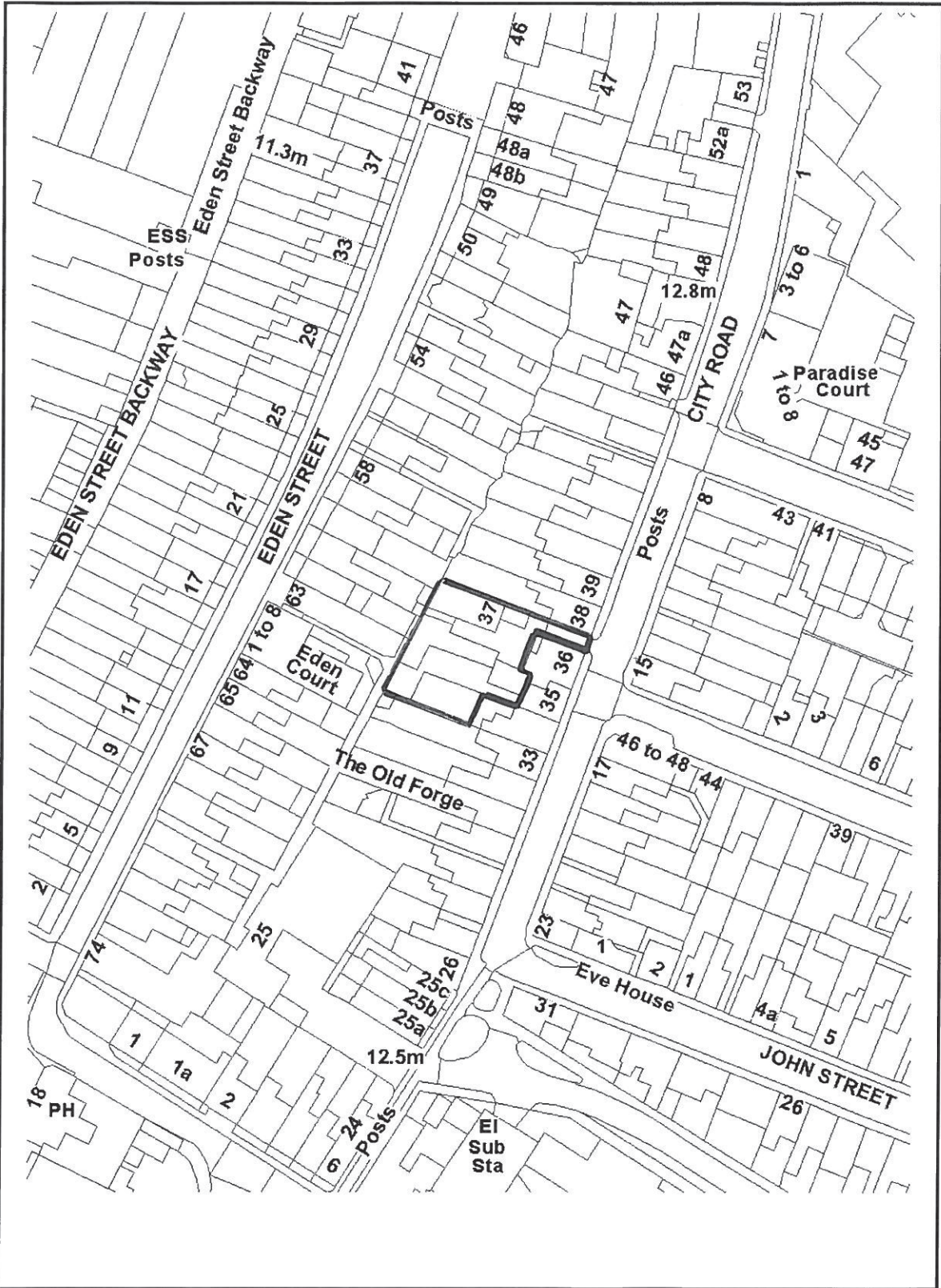
1. The planning application and plans;
2. Any explanatory or accompanying letter or document from the applicant;
3. Comments of Council departments on the application;
4. Comments or representations by third parties on the application as referred to in the report plus any additional comments received before the meeting at which the application is considered; unless (in each case) the document discloses "exempt or confidential information"
5. Any Structure Plan, Local Plan or Council Policy Document referred to in individual reports.

These papers may be inspected on the City Council website at:

[www.cambridge.gov.uk/planningpublicaccess](http://www.cambridge.gov.uk/planningpublicaccess)

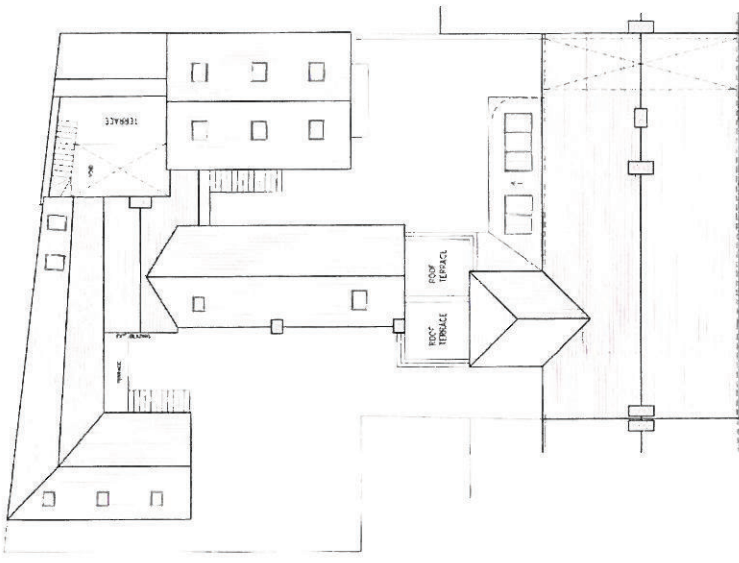
or by visiting the Customer Service Centre at Mandela House.





**11/1578/FUL**  
**37 City Road Cambridge CB1 1DP**

111578/FU



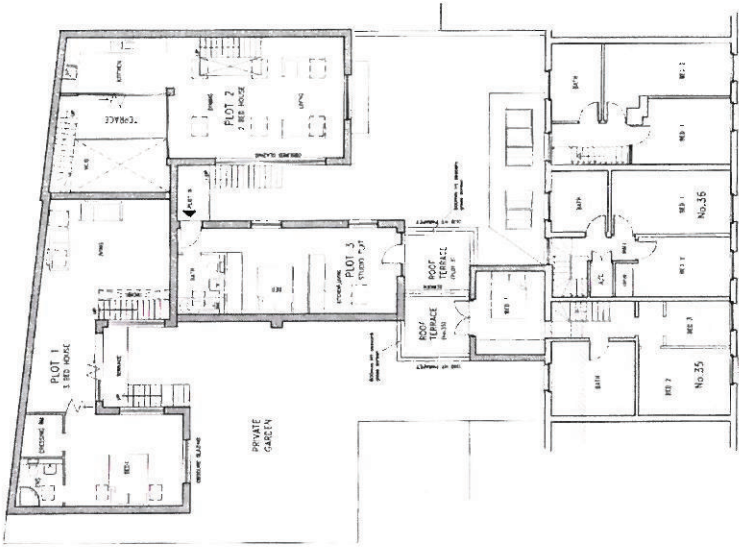
ROOF PLAN - 1:100

LEACH PROPERTIES

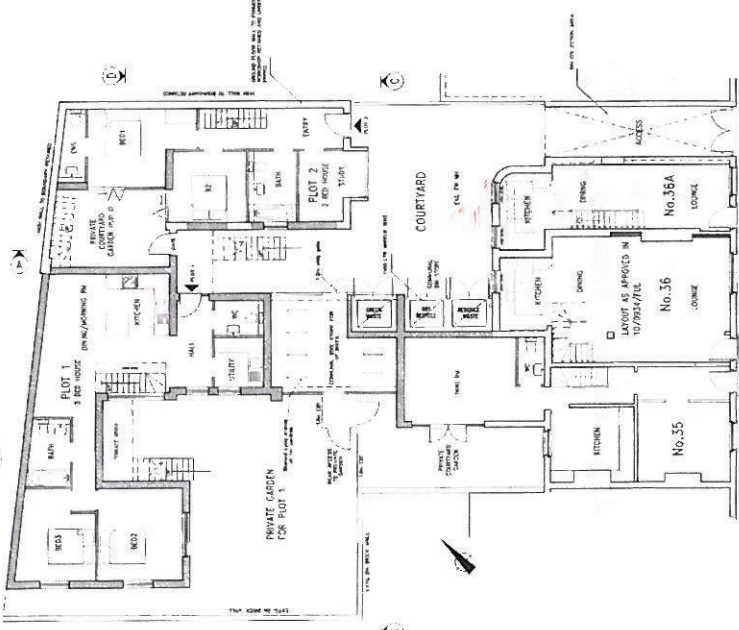
PROJECT  
CONVERTION/BUILDING OF OUTBUILDINGS  
37 CH. ROAD, CAMBORNE  
DE11 1DP.  
RVT  
PROPOSED PLANS

DRAWING STATUS	DATE	NO. 11
PLANNING		
OWNER	NO.	CONTRACT
SHEET	1/10	B. 41
DATE	NO. 11	
THE QUALITY ASSURANCE		
DPA		
1. APPROVED BY		
2. APPROVED BY		
3. APPROVED BY		
4. APPROVED BY		
5. APPROVED BY		
Scale	Drawing Number	1/1
258	354	1

REV B 17-02-12  
-Observe glazing added to first floor SW  
-Observe glazing added to roof  
-Observe glass screen added to roof  
-Revised to rear of No. 35 & 36



PROPOSED FIRST FLOOR - 1:100



PROPOSED GROUND FLOOR - 1:100

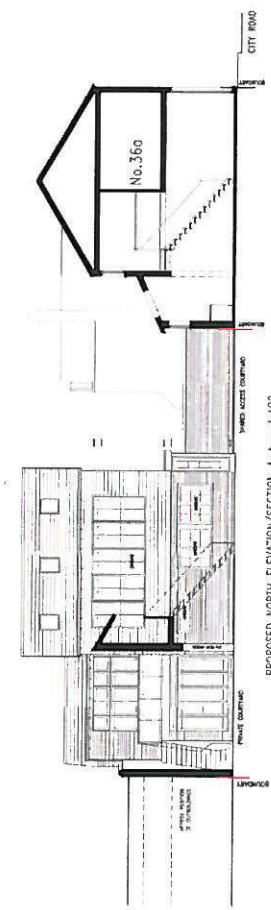
111578/PW



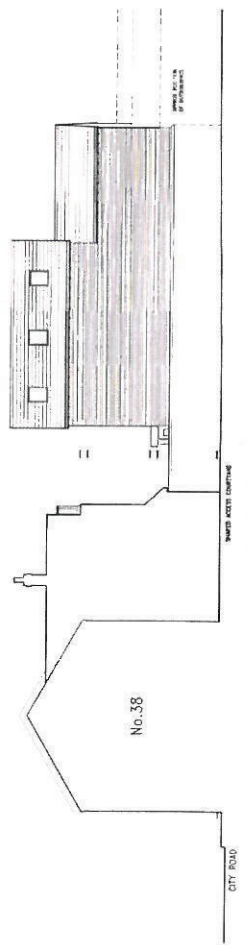
PROPOSED SOUTH ELEVATION - 1:100



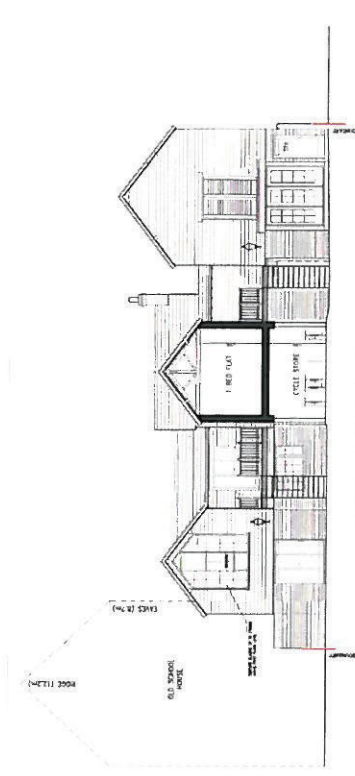
PROPOSED SOUTH ELEVATION/SECTION B-B - 1:100



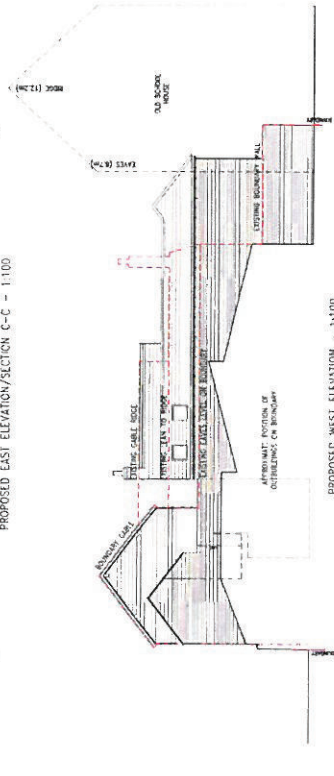
PROPOSED NORTH ELEVATION/SECTION A-A - 1:100



PROPOSED NORTH ELEVATION - 1:100

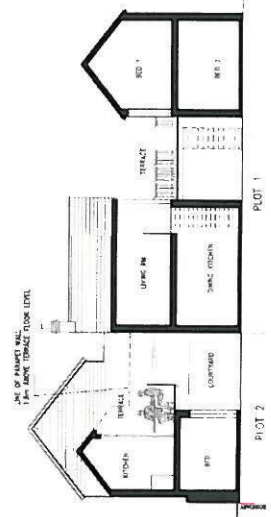


PROPOSED EAST ELEVATION/SECTION C-C - 1:100

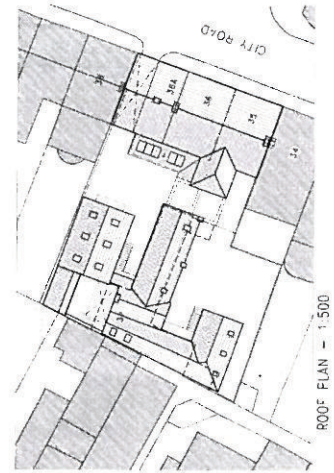


PROPOSED WEST ELEVATION - 1:100

**EXTERNAL MATERIALS**  
 ROOF: GALVALUM SHEET & RED CEDAR SHAKES (10% CLEAR-BACK)  
 RAFTERS: 2x6x8  
 BRICK: COMMON BRICK  
 EXTERIOR: CONCRETE, BRICK, STONE



PROPOSED SECTION D-D - 1:100



ROOF PLAN - 1:500

PROJECT	CONVERSION/REBUILDING OF BUILDINGS
CLIENT	LA CITY HOUSING, CHANGING
DATE	08/11/11
SCALE	1/8" = 1'-0"
DATE	NOV 11
PROJECT	PROPOSED ELEVATIONS & SECTIONS
DESIGNED BY	LA CITY HOUSING
DRAWN BY	LA CITY HOUSING
CHECKED BY	LA CITY HOUSING
DATE	NOV 11
SCALE	1/8" = 1'-0"
PROJECT	CONVERSION/REBUILDING OF BUILDINGS
CLIENT	LA CITY HOUSING, CHANGING
DATE	08/11/11
SCALE	1/8" = 1'-0"
DATE	NOV 11
PROJECT	CONVERSION/REBUILDING OF BUILDINGS
CLIENT	LA CITY HOUSING, CHANGING
DATE	08/11/11
SCALE	1/8" = 1'-0"
DATE	NOV 11
PROJECT	CONVERSION/REBUILDING OF BUILDINGS
CLIENT	LA CITY HOUSING, CHANGING
DATE	08/11/11
SCALE	1/8" = 1'-0"
DATE	NOV 11

NOT TO SCALE  
 1. All elevations are shown in black lines on white background.  
 2. All dimensions are in feet and inches.  
 3. All dimensions are to the center of the wall unless otherwise noted.  
 4. All dimensions are to the center of the wall unless otherwise noted.  
 5. All dimensions are to the center of the wall unless otherwise noted.  
 6. All dimensions are to the center of the wall unless otherwise noted.

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<b>Application Number</b>	11/1579/CAC	<b>Agenda Item</b>	
<b>Date Received</b>	23rd December 2011	<b>Officer</b>	Miss Catherine Linford
<b>Target Date</b>	17th February 2012		
<b>Ward</b>	Market		
<b>Site</b>	37 City Road Cambridge CB1 1DP		
<b>Proposal</b>	Demolition of existing buildings and redevelopment of the site to provide three residential units.		
<b>Applicant</b>	Mr Paul Downham Cambridge House 91 High Street Longstanton Cambridgeshire cb24 3bs		

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### 1.0 SITE DESCRIPTION/AREA CONTEXT

- 1.1 This application relates to outbuildings, which stand to the rear of 34-36 City Road, and are known as 37 City Road. The surrounding area is predominantly residential in character, mainly consisting of two-storey, terrace houses. The site is within City of Cambridge Conservation Area 1 (Central) in the area covered by the Kite Conservation Area Appraisal.
- 1.2 The buildings are largely intact and been built up over time using a mixture of materials, including a mix of brick, timber cladding and a variety of windows, doors and external staircases for access to the upper floors. There are a number of panels of stained glass, which add to the visual interest. The buildings are not Listed or Locally Listed as Buildings of Local Interest but were considered for adding to the Local List of Buildings of Local Interest, but this was not taken forward due to the structural instability of the buildings. The outbuildings are not visible in the streetscene, but they are clearly seen from adjacent gardens and make an important contribution to the character and appearance of the Conservation Area.

## 2.0 THE PROPOSAL

2.1 Conservation Area Consent is sought to demolish the buildings and redevelop the site for residential use.

2.2.1 The application is accompanied by the following supporting information:

1. Design and Access Statement
2. Structural Report
3. Report on 35, 37 and 37 City Road

## 3.0 SITE HISTORY

Reference	Description	Outcome
11/1578/FUL	Proposed conversion and re-building of outbuildings to form 3 No. residential units.	Pending

## 4.0 PUBLICITY

4.1 Advertisement:	Yes
Adjoining Owners:	Yes
Site Notice Displayed:	Yes
Public Meeting/Exhibition (meeting of):	No
DC Forum (meeting of):	No

## 5.0 POLICY

### 5.1 Central Government Advice

#### National Planning Policy Framework (March 2012)

The National Planning Policy Framework (NPPF) 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.

The NPPF includes a set of core land use planning principles that should underpin both plan making and development management (precised form):

1. planning should be genuinely plan-led

2. planning should proactively drive and support the development and the default answer to development proposals should be “yes” , except where this would compromise the key sustainable development principles set out in the Draft NPPF
3. planning decisions should take into account local circumstances and market signals such as land prices, commercial rents and housing affordability and set out a clear strategy for allocating sufficient land which is suitable for development in their area, taking account of the needs of the residential and business community
4. planning decisions for future use of land should take account of its environmental quality or potential quality regardless of its previous or existing use
5. planning decisions should seek to protect and enhance environmental and heritage assets and allocations of land for development should prefer land of lesser environmental value
6. mixed use developments that create more vibrant places, and encourage multiple benefits from the use of land should be promoted
7. the reuse of existing resources, such as through the conversion of existing buildings, and the use of renewable resources should be encouraged
8. planning decisions should actively manage patterns of growth to make the fullest use of public transport, walking and cycling, and focus significant development in locations which are or can be made sustainable
9. planning decisions should take account of and support local strategies to improve health and wellbeing for all
10. planning decisions should always seek to secure a good standard of amenity for existing and future occupants of land and buildings.

The NPPF states that the primary objective of development management is to foster the delivery of sustainable development, not to hinder or prevent development.

## 5.2 **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.

**5.3 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.

**5.4 East of England Plan 2008**

SS1: Achieving Sustainable Development

ENV6: The Historic Environment

ENV7: Quality in the Built Environment

**5.5 Cambridgeshire and Peterborough Structure Plan 2003**

Planning Obligation Related Policies

P6/1 Development-related Provision

P9/8 Infrastructure Provision

**5.6 Cambridge Local Plan 2006**

3/1 Sustainable development

3/4 Responding to context

3/7 Creating successful places

3/11 The design of external spaces

3/12 The design of new buildings

4/11 Conservation Areas

4/13 Pollution and amenity

5/1 Housing provision

7/3 Protection of industrial and storage space

8/6 Cycle parking

8/10 Off-street car parking

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*)

5/14 Provision of community facilities through new development

10/1 Infrastructure improvements (*transport, public open space, recreational and community facilities, waste recycling, public realm, public art, environmental aspects*)

## 5.7 Supplementary Planning Documents

**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.

- 5.8 **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.

## 5.9 Material Considerations

### Central Government Guidance

#### **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.

### **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.

## **City Wide Guidance**

**Cambridge and South Cambridgeshire Strategic Flood Risk Assessment** - in November 2010 the Cambridge and South Cambridgeshire Level 1 Strategic Flood Risk Assessment (SFRA) was adopted by the City Council as a material consideration in planning decisions. The SFRA is primarily 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.

## **6.0 CONSULTATIONS**

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

- 6.1 No objection. The proposal increases the number of dwelling units at the site of 37 City Road. Following implementation of any Permission issued by the Planning Authority in regard to this proposal the residents of the dwellings at 37 City Road will not qualify for Residents' Permits (other than visitor permits) within the existing Residents' Parking Schemes operating on surrounding streets. This should be brought to the attention of the applicant, and an appropriate informative added to any Permission that the Planning Authority is minded to issue with regard to this proposal.

### **Head of Environmental Services**

- 6.2 No objection, subject to conditions relating to contaminated land, a Demolition and Construction Environmental Management Plan (DCEMP) and waste.

## **Historic Environment Manager**

- 6.3 No objection. The proposed development is supported. The structural engineer's report clearly shows that the majority of the building is beyond repair and, whether for its current use or for conversion. The proposed design is similar in style to the existing, which is a surprising delight which is hidden from many, and will fit well into the site. Conditions are recommended relating to materials, glass type, rooflights, and paint colours.
- 6.4 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 Councillor Rosenstiel has commented on this application regarding neighbour consultations, explaining that Eden Court should have been consulted.
- 7.2 The owners/occupiers of the following addresses have made representations:
- 60 Eden Street
  - 61 Eden Street
  - 33 City Road
  - 38 City Road
- 7.3 The representations can be summarised as follows:

### Context and Character

The boundary wall is in poor condition and may need to be completely rebuilt  
Development on garden land  
The site is already overdeveloped. The proposal will reduce the garden space further, which is increasing the overdevelopment

### Residential Amenity

Due to the materials, the existing buildings are unobtrusive. The replacement with a solid brick wall would make the gardens darker and the view oppressive.  
Overlooking  
Loss of privacy

Loss of amenity space for 35 City Road  
The proposed building is taller than the existing building and will overshadow neighbours  
Loss of light. The current white weatherboard reflects light  
Increase in noise. The current building acts as a sound barrier

#### Car Parking

Lack of car parking spaces

#### Other

As the building will be up to the boundary with the Eden Street property it will have to be maintained from these gardens  
Inadequate notification of neighbours

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 demolition and the impact on the Conservation Area Third party representations

8.2 All other issues will be addressed within the report for the linked planning application – 11/1578/FUL.

#### **Principle of demolition and the impact on the Conservation Area**

8.3 The existing buildings at 37 City Road are not visible from the street, but are clearly seen from adjacent gardens and make an important contribution the character and appearance of the Conservation Area.

8.4 The tests of policy in this case are seen in policies 4/10 and 4/11 of the Cambridge Local Plan (2006). The supporting text to policy 4/11 of the Cambridge Local Plan (2006) states that in

Conservation Areas, ‘...when considering the demolition of buildings...the same tests that would apply to the demolition of a Listed Building will be applied, making reference to policy 4/10 of the Local Plan. Policy 4/10 states that ‘works for the demolition of Listed Buildings will not be permitted unless:

- a) The building is structurally unsound, for reasons other than deliberate damage or neglect; or
- b) It cannot continue in its current use and there are no viable alternative uses; and
- c) Wider public benefits will accrue from redevelopment.

8.5 A structural survey has been submitted as part of the application to demonstrate that the building is structurally unsound, and this concludes as follows:

*The existing four buildings are in poor structural condition. If required the ground floor to building 1 may be retained though all the walls will require underpinning. The timber first floor joists to this building may be re-used but will require strengthening to enable them to be justified to support the proposed current domestic loading. We believe that building 2, 3 and building 4 are in such poor structural condition that it is recommended that they should not be retained in the conversion.*

8.6 The application also includes a report, which explains how the site has been developed in the past. The outbuildings were built over time, using materials of differing qualities and type.

8.7 The Structural Survey has given a detailed report on each of the outbuildings, their stability and their potential for reuse. The conclusion is that parts of the structures are in poor condition with inadequate support for some of the walls and roof, leading to distortion and outward lean. In order for these parts to be able to be used as they stand, they would require a great deal of added support or rebuilding. The ground floor of Building 1, as labelled on the diagram that accompanied the report, could possibly be reused but would need substantial underpinning. Therefore, it is accepted that these buildings are not capable of reuse without comprehensive rebuilding. Even if the buildings were to be retained in their current use, they would need some rebuilding and a lot of additional support added to the structure in order for them to remain stable and in viable use. Due to the

severity of their condition their demolition is supported, as long as a suitable replacement is proposed. Planning permission for the replacement buildings is sought under the linked planning application, and the proposals are considered to be appropriate and acceptable.

## **9.0 CONCLUSION**

- 9.1 Due to the extremely poor condition of the buildings, their demolition is supported, as long as a suitable replacement is proposed. The proposed replacement building, considered under planning application ref 11/1578/FUL is considered to be appropriate and acceptable and therefore this application for Conservation Area Consent is supported subject to conditions.

## **10.0 RECOMMENDATION**

**APPROVE** subject to the following conditions:

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. Except with the prior written agreement of the local planning authority in writing 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)

3. Except with the prior agreement of the local planning authority in writing, 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)

4. The demolition hereby permitted shall not be commenced until a contract for the redevelopment for the site in accordance with planning permission 11/1578/FUL or any other scheme approved by the local planning authority, has been let.

Reason: To avoid the creation of cleared sites detrimental to the character and appearance of the Conservation Area. (East of England Plan 2008 policy ENV6 and ENV7 and Cambridge Local Plan 2006 policies 3/4 and 4/11)

### **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:

East of England plan 2008: SS1, ENV6, ENV7;

Cambridge Local Plan (2006): 3/1, 4/11;

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.

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 8am to 6pm Monday to Friday.



## **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

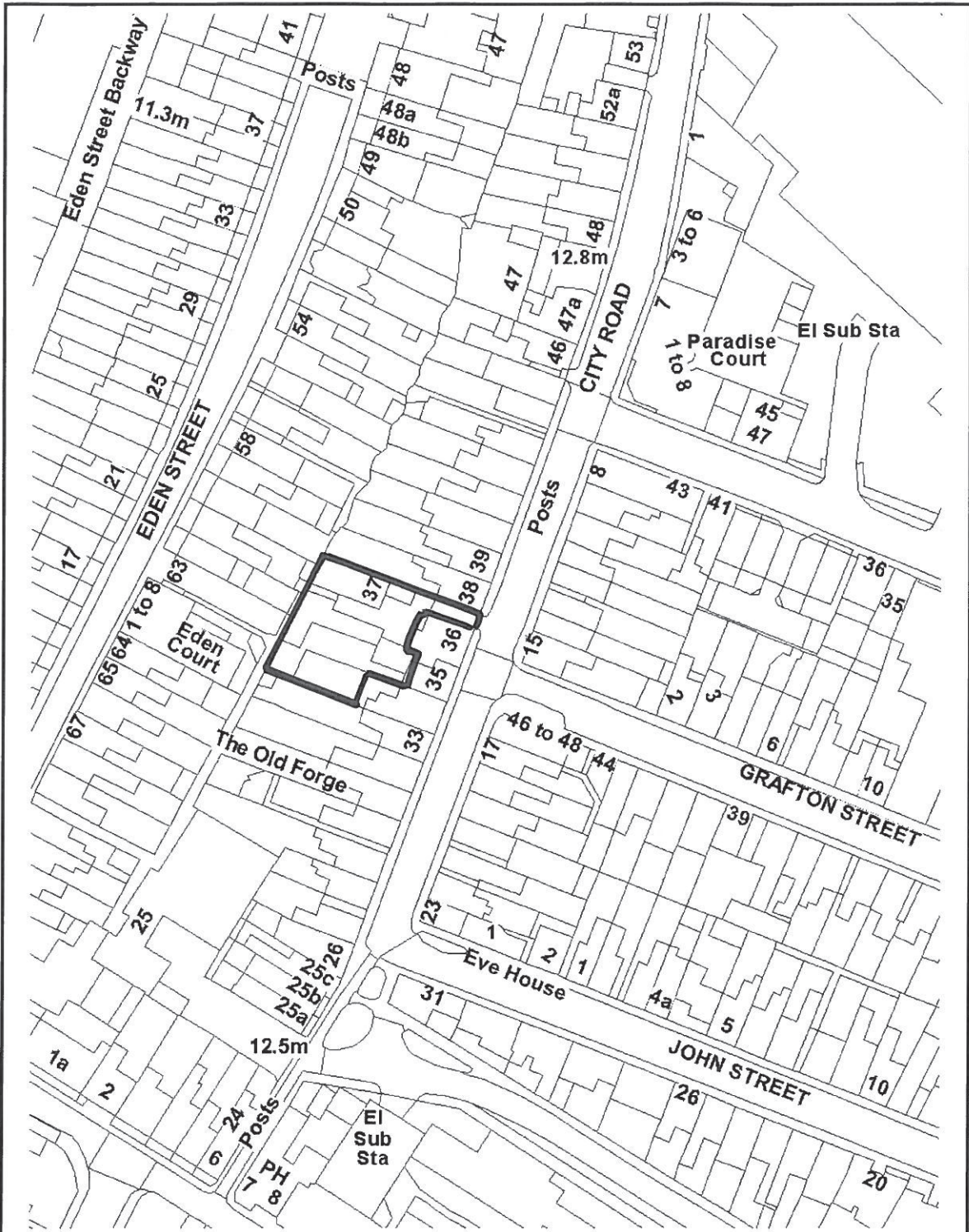
Under Section 100D of the Local Government Act 1972, the following are background papers\_ for each report on a planning application:

1. The planning application and plans;
2. Any explanatory or accompanying letter or document from the applicant;
3. Comments of Council departments on the application;
4. Comments or representations by third parties on the application as referred to in the report plus any additional comments received before the meeting at which the application is considered; unless (in each case) the document discloses "exempt or confidential information"
5. Any Structure Plan, Local Plan or Council Policy Document referred to in individual reports.

These papers may be inspected on the City Council website at:

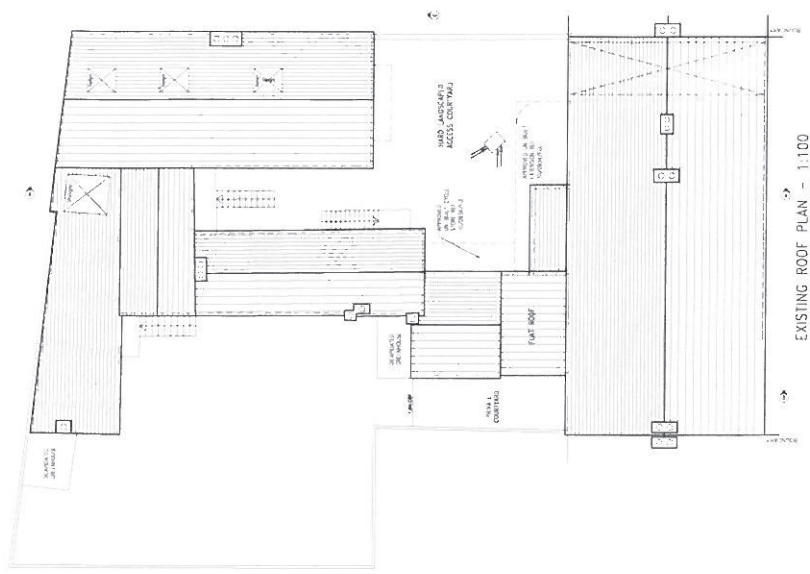
[www.cambridge.gov.uk/planningpublicaccess](http://www.cambridge.gov.uk/planningpublicaccess)

or by visiting the Customer Service Centre at Mandela House.

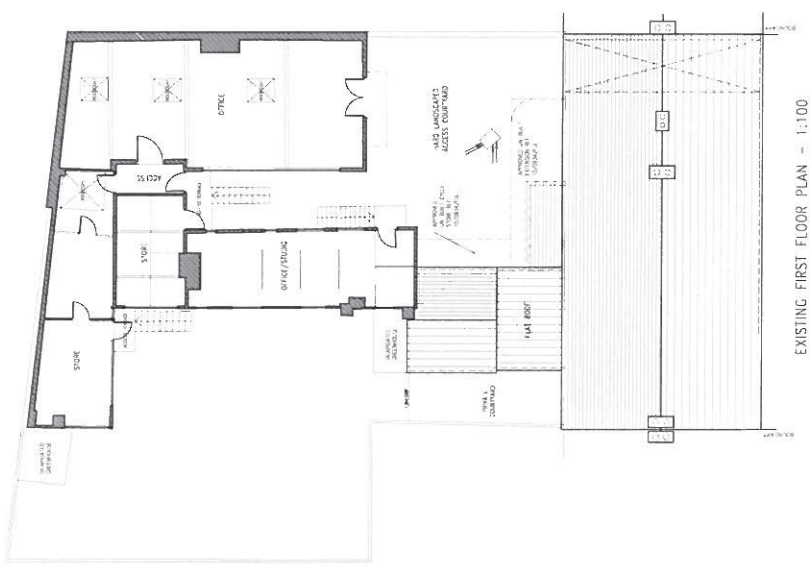


11/1579/CAC  
37 City Road Cambridge CB1 1DP

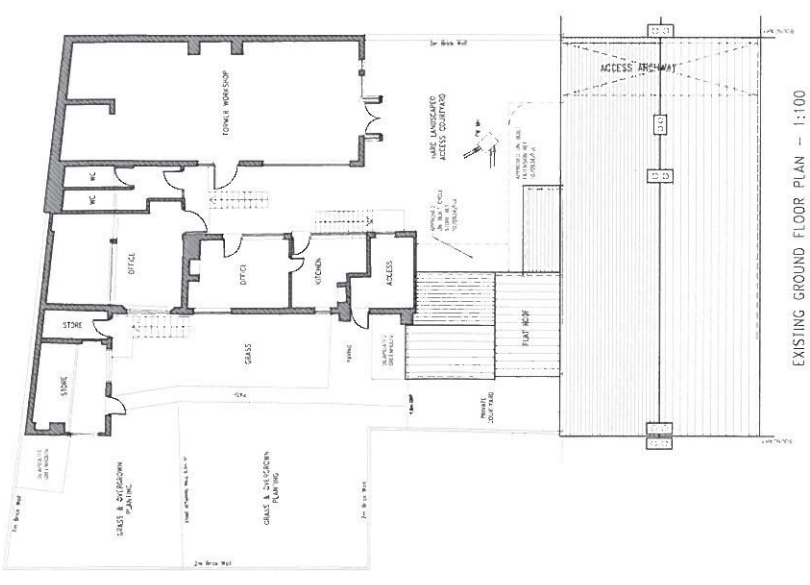
111579/CAC



EXISTING ROOF PLAN - 1:100

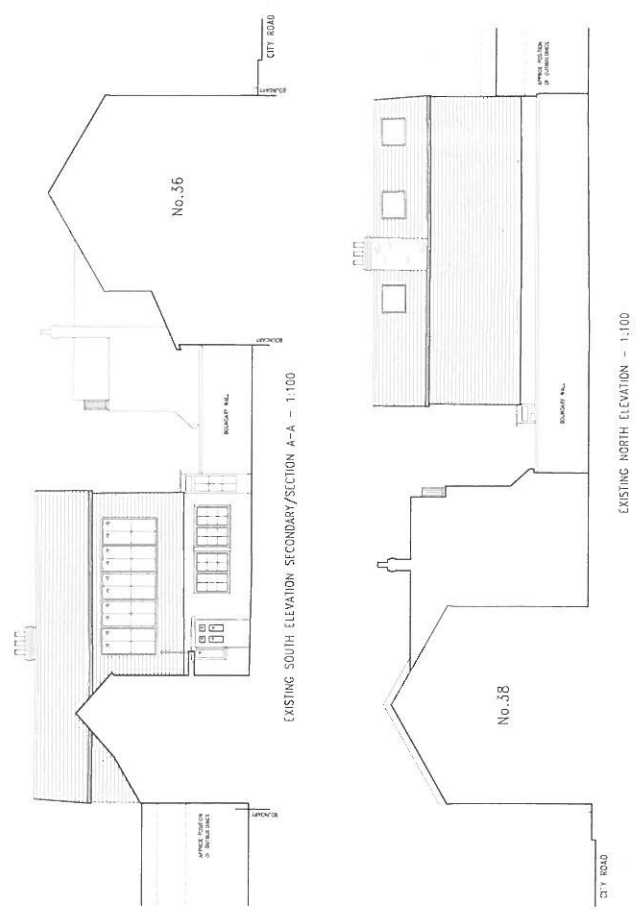
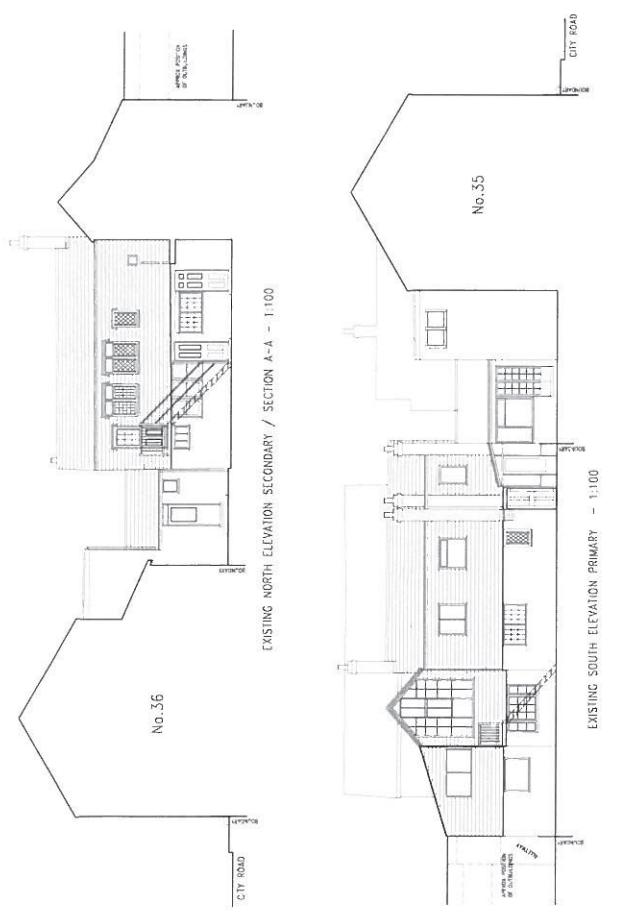
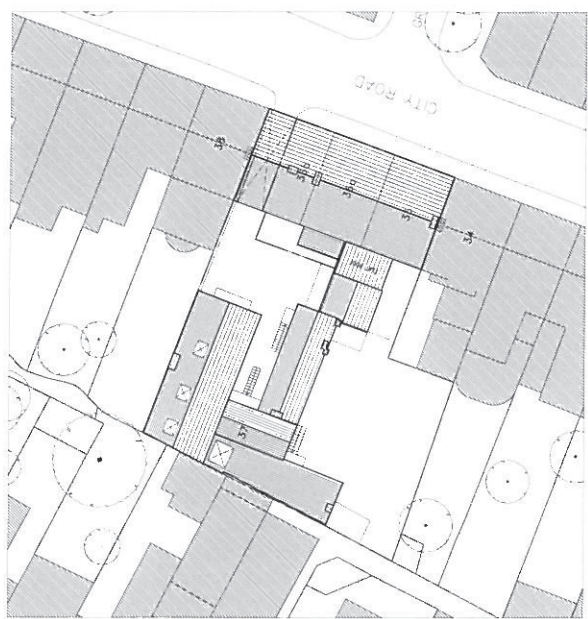
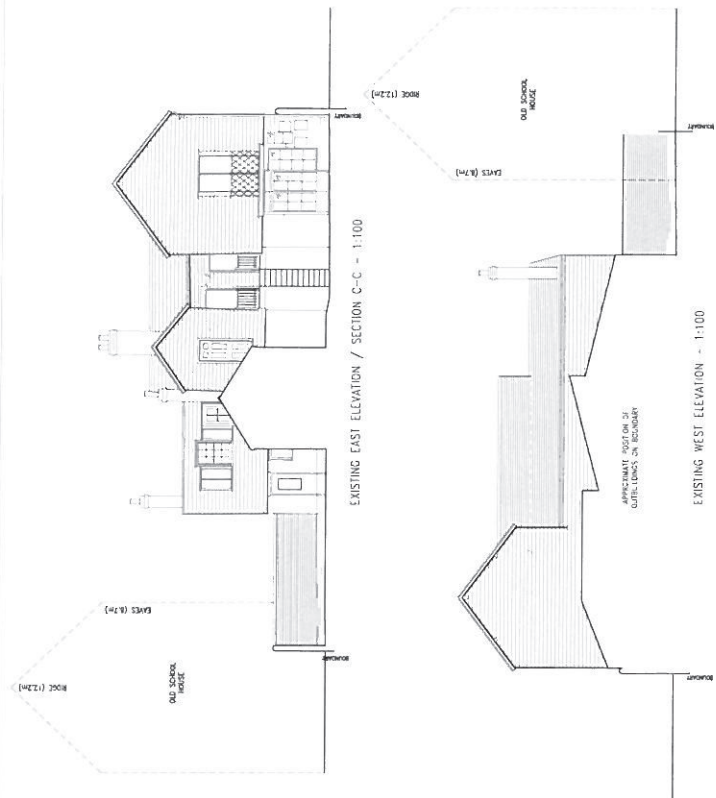


EXISTING FIRST FLOOR PLAN - 1:100



EXISTING GROUND FLOOR PLAN - 1:100

CLIENT		EDCH PROPERTIES	
PROJECT		CONVERSION/BUILDING OF SUBBUILDINGS	
ADDRESS		37 CITY ROAD, CAMBRIDGE.	
DRAWN		JTB	
SCALE		1:100, B A1	
DATE		JULY 11	
DRAWING STATUS		PLANNING	
JOB NO		258	
DRAWING NUMBER		302	
REV			



PROJECT: CONVERSION/REBUILDING OF DUBBINGDONS  
 27 CITY ROAD, CAMBRIDGE.  
 CBT 10P.

CLIENT: LEACH PROPERTIES

TITLE: EXISTING ELEVATIONS

DRAWN: WTM  
 CHECKED: [ ]  
 SCALE: 1:100, B A1  
 DATE: JULY 11

DPA  
 THE QUALITY ASSURANCE  
 INSTITUTE  
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 191, 192, 193, 194, 195, 196, 197, 198, 199, 200

FORM NO: 25B  
 REVISION NUMBER: 1003  
 REV: [ ]

**WEST / CENTRAL AREA COMMITTEE**1 March 2012  
7.00 - 10.20 pm

**Present:** City Councillors Kightley (Vice-Chair), Bick, Cantrill, Hipkin, Reiner, Rosenstiel, Tucker and Brooks-Gordon  
 Also present: The Executive Councillor for Customer Services and Resources, Councillor McGovern

**Officers present:**

Safer Communities Manager: Lynda Kilkelly  
 Green Spaces Manager: Alistair Wilson  
 City Development Manager: Sarah Dyer  
 Head of Tourism and City Centre Manager: Emma Thornton  
 Principal Planning Officer: Toby Williams  
 Committee Manager: Toni Birkin

**FOR THE INFORMATION OF THE COUNCIL****9 Apologies**

Apologies were received from Councillors Smith (City), Reid (City), Nethsingha (County) and Whitbread (County).

**10 Declarations of Interest (Planning)**

<b>Name</b>	<b>Item</b>	<b>Interest</b>
Councillor Rosenstiel	12/11a/WAC	Personal interest: Granddaughter was a playmate of the applicant's child had therefore been to the house. Took no part in the decision.
Councillor Reiner	12/11a/WAC	Personal interest: Shares a mutual friend with the applicant.

**11 Planning Applications****3a 11/1482/FUL 1 Hoadly Road**

The committee received an application for a rear of house extension, part single storey and part two storey, to 1 Hoadly Road.

Dr Whaley addressed the committee and made the following points in objection to the application:

- I. This property is already the largest in the street.
- II. Neighbours would suffer from loss of light and privacy.
- III. The proposal is overbearing and would result in neighbours feeling hemmed in.
- IV. Changes made to the application do not address the reasons for the original refusal.
- V. Additional material had been introduced very late and objectors had not had time to respond to those.
- VI. Other extensions in the area are on a much smaller scale.
- VII. The phased extensions to this property would result in a foot print of more than double the original.

The applicant, Mrs Zaffaroni, addressed the committee in support of the application.

Members discussed the application and made the following points:

- I. The extent of evening shadowing was debated.
- II. The changes to the original design had been an improvement.
- III. The existing side extension was in keeping with the original design and accounts for much of the increased footprint.

**RESOLVED** (by 4 to 1) to approve the application in accordance with the officer recommendation.

Drafting of an additional condition regarding development hours was delegated to the officer.

### **3b 11/1585/FUL Rear of 82 - 94, Richmond Road**

The committee received an application for the erection of 4no four bed link detached units to the rear of 82 Richmond Road.

The applicants architect, Mr Haysom, addressed the committee in support of the application.

Members agreed that the new design was much improved.

**RESOLVED** (Unanimously) to approve the application subject to the removal of condition 15, in accordance with the officer recommendation.

**12           Declarations of Interest (Main Agenda)**

<b>Name</b>	<b>Item</b>	<b>Interest</b>
Councillor Cantrill	12/18/WAC	Personal Interest: Trustee of Wintercomfort
County Councillor Brooks- Gordon	12/18/WAC	Personal interest

**13           Minutes**

The minutes of the meeting held on the 5<sup>th</sup> January 2012 were agreed as a correct record subject to the following correction:

12/8/WAC (Q7 response to read

Councillor Bick responded and stated that he had requested a presentation from the Police on the subject at the December meeting of the Community Safety Partnership. This has occurred and had been attended by Mr Taylor.

**14           Matters and Actions arising from the Minutes**

12/7/WAC - Councillor Smith action on cycle signage.

Councillor Smith had contacted the County about road markings. The initial response was not encouraging but she had yet to have a detailed discussion with them.

All other matters arising to be covered later in the minutes.

**15           Open Forum**

**(Q1) Richard Taylor**

**Had the Police asked to take a greater part in these meeting? If, yes why had this been refused?**

Councillor Kightley responded. He was unaware of any request of this kind in recent months. However, this had happened in the past when it was deemed necessary.

**(Q2) Barry Higgs (Hon Sec Friends of Midsummer Common)**

**At the previous meeting Councillor Reid expressed regret at the failure of the computer system designed to allow organisations such as Friends of Midsummer Common to be informed of planning applications in its area. We understand that the system has been referred back to its designers but, in this respect. It still isn't working. Unfortunately officials have not reverted to the previous procedure whereby they used their common sense and kept the likes of FoMC informed. Will the Committee please exert its influence to deal with this problem?**

Sarah Dyer the City Development Manager responded. One part of the IT system is still not fully functional and work was ongoing to resolve this issue. However, most of the Public Access system is functioning and residents can register for a ward update or download a copy of the weekly list. She emphasised that customers were encouraged to self-serve because consultation in other ways was more difficult to resource.

**(Q3) Barry Higgs (Hon Sec Friends of Midsummer Common)**

**Friends of Midsummer Common has been kept informed of progress in dealing with the illegal driving and parking of vehicles outside the Fort St George and Midsummer House Restaurant. A further briefing is to be held next week but can anything be said to this meeting?**

Councillor Cantrill responded. He understood the concerns and frustrations expressed at the last West Central meeting. This matter is a key issue and as such had been added as a priority to his Portfolio Plan, as Executive Councillor for Arts, Sport and Public Places. He had met with the Ward Councillors and the Friends of Midsummer Common. He had also had discussions with the Legal department and the Open Spaces teams. More action will follow in due course.

The gate signage to had been improved. However, there was still room for improvement regarding the day to day operation of the gate.

**(Q4) Mr Waller**

**Punt touting in the City Centre continues to be a problem. It had been suggested that some residents avoid the Kings Parade area as it is no longer a pleasant experience.**

Councillor McGovern responded. Punt touting had been a problem for some years and a number of actions had been taken. Funding was in place for a



Warden to monitor and enforce the regulation from May 2012. Research had established the ownership of Garret Hostel Lane allowing greater controls of this area in future. Further controls on punt touts were being investigated.

**(5) Richard Taylor**

**Did the Neighbourhood Action Group approve the priorities recommended by Councillors at the last meeting? Have members had any feedback on actions taken?**

Councillor Bick responded. No feedback was expected unless there was a problem with a priority. The Police would be in attendance to give feedback at the next meeting.

**(6) Mr Higgs**

**In reporting the work of the The Cambridge Sport Network in setting up table-tennis facilities in various parks, on Wednesday the Cambridge News wrote that 'if storage facilities can be found close to big parks such as (inter-alia) Midsummer Common tables may be set up there. Friends of**

**Midsummer Common welcomes the work of the Network but points out that Midsummer Common is not a park or playground. It is a common comprising unimproved rough grazing and is only used for events and casual, but not organised, activities that require no equipment or preparation of the grass. Would the committee please endorse this distinction and bear it in mind when proposals such as this come up?**

Councillor Cantrill confirmed acknowledged that Midsummer Common was not a sport ground. The work is on-going to find a permanent location for the sports facilities.

**(7) Member of the Public**

**Are resources in place to water the new trees mentioned later in the agenda?**

Alistair Wilson responded. Resources were in place to allow for weekly watering of new trees. Licenses were in place to allow for abstraction of river water if this was needed.

**(8) Dick Baxter**

**Government Circular 05/2005 states quite clearly that "the process of setting planning obligations policies and negotiating planning obligations should be conducted as openly, fairly and reasonably as**

**possible and members of the public should be given every reasonable assistance in locating and examining proposed and agreed planning obligations which are of interest to them". Berkeley Homes are about to give the Council £429,999 for informal open space and the Council's current policy is to direct half of this s.106 money into the local area. Yet I cannot discover how this money will be spent; transparency is lacking. FoMC had asked for some of this money to be spent on improvements to Midsummer Common but this is ignored in the proposed Environmental Improvement Programme. Can Councillors explain how community groups might get their proposals recognised and discussed?**

Councillor Cantrill responded. A recent decision, made at Community Services Scrutiny Committee, delegated decisions to Area Committees. In future decisions would be more transparent and open to public input. Officers do not yet have full details on how this will be delivered. An Area Needs Assessment would be completed to allow a more systematic approach to be adopted.

**(9) In 1930 the Council gave part of Midsummer Common to Jesus College. The College gave some of its land in return. The Minister approved this exchange subject to the College land becoming "common land" and forming part of Midsummer Common. The Minister also insisted that the buildings on this land be demolished, which they were. Last year the Council sold part of this land and gave planning permission for building on the site. The Ministry has made it clear that the site in question remains "common land" and building on such land is unlawful. How do Councillors think this mistake should be rectified?**

The land in question is not common land. The sale of this land would ensure that it stays of benefit to the community. Executive Councillors would monitor the situation.

## **16 Update on Improvements to Cambridge Market**

The Committee Received a briefing note from the Head of Tourism and the City Centre Manager regarding the Market Square. Councillor McGovern, the Executive Councillor for Customer Services and Resources (portfolio holder for this area of service) was in attendance. He stated that the Market was a valued historical feature of the City.

**Mr Lawton**

**(Q1) Sound levels in the Market Square during the Christmas lights switch on day on were too high and environmental health took no action.**

The sound levels were reduced in the early part of the day following complaints that were received. This would continue to be monitored carefully next year.

**Mrs Stobbs**

**(Q2) The Market area was dead space at night. Could we have a European approach to the Market and have flexible use and increased seating?**

A Café would create licensing problems. However, the fountain area had been improved and cleaned in recent months and the planting had been improved. Further improvements, such as lighting, that could be delivered within existing resources were being investigated. Changing the use of the space outside Market trading area would be difficult, as the Market furniture would need to be removed on a daily basis. The current system allows traders to bring very little with them.

The Local Plan currently being developed would include aspirations for the Market Square.

**Penny Heath**

**(Q3) Cambridge Past, Present and Future are pleased to see that their pressure has resulted in improvements to the Market Square. However, the area could benefit from more investment.**

## **17 Tree Planting Project - Parks and Open Spaces 2011/15**

The committee received a report from the Streets and Open Spaces Manager regarding the tree-planting project.

In response to member's questions the officer confirmed the following points:

- I. The funding is for additional trees and there would be no loss of existing trees.
- II. It will not be clear until the spring, when the trees come into leaf, which of last years planting had not survived.
- III. Watering and aftercare was included in the budget.
- IV. The first year of planting would include replacing some trees which had already been lost.

- V. The long term plan is fluid to allow decisions to be made as needs develop.

**RESOLVED** (unanimously) to:

- I. Approve the four-year planting schedule at 4.5 to 4.8 of the Officer's report; and
- II. Consider, adapt and approve the list of proposed sites on an annual basis.

## **18 Proposal to Introduce a Section 30 Order**

The committee received a report from the Safer Communities Manager seeking to gauge opinion from the West/Central Area Committee on the possible implementation of a Dispersal Order under section 30 of the Anti-social Behaviour Act 2003 to cover the centre of the City and the Grafton Area.

Inspector Poppit addressed the committee and raised the following points:

- I. There had been an increase in anti-social behaviour related to street life in the Grafton Centre area.
- II. A dispersal order would allow both Police and PCSO's to take action.
- III. The order would be part of a larger strategy designed to "ensure that street life does not flourish in the area".

Councillor Bick stated that such orders require both the Council and the police to agree. They had been used in the past and had achieved results. However, this paper is not requesting a S30 order; it was an invitation to members to debate the issues. A S30 order was a significant move and would not be taken lightly.

Councillor Hipkin argued that the tone of the report suggested that the problems were confined to street life and the homeless community. He further suggested that young drinkers in the City Centre on a Friday or Saturday night were a bigger problem. Commercial pressures and the development of a night-time economy had caused the problems. Additional cameras and increased policing would be a better solution. An S30 order would displace the problem rather than resolving it.

Members raised the following points:

- IV. The statistics used in the report would be more useful if they covered a longer period.

- V. Street life may be unsightly, however, the evidence suggested that only a small minority were problematic.
- VI. A map of the proposed area would be helpful.
- VII. Why was Willow Walk excluded?

Inspector Poppit responded. The exclusion area was based on available evidence. Any final proposal would include wider evidence. If the powers were in place they would be used to address any issues that arose.

**(Q1) Mrs Stobbs**

**Residents of Cambridge show compassion for the homeless and were concerned that attitudes were changing. The homeless should not be victimised.**

Councillor Cantrill stated that there was no evidence of increased rough sleeping and that the City Council invests in services for the homeless.

**(Q2) Richard Taylor**

**The tone of the report implies treating the homeless in a different way to other citizens. The lack of a map is problematic, as is the Willow Walk area. Those living in the hostel in Willow Walk cannot be excluded from their homes. S30 was an authoritarian approach which would give considerable powers to low level Police Officers and PCSOs.**

Inspector Poppit responded. The S30 would be another tool and Officers would use their professional judgement about its use. If people behave properly there would be no problem.

**(Q3) Member of the Public**

**What happens at the borders of the dispersal area such as Midsummer Common? Resolving one problem creates another somewhere else.**

The aim of a dispersal order is not to displace the problem but rather to stop large groups forming and to change the dynamics of the area.

Councillor Bick summed up the debate. There is no request for a S30 at present. Any use of a S30 would be based on the situation and behaviour patterns and not the class or status of those involved. He thanked members of the committee and the public for their comments and reminded them that should an S30 be deemed necessary, the decision would need to be made quickly.

**RESOLVED**

- I. To note the debate; and
- II. That the views of the Committee would be used to inform the decision of the Executive Councillor for Community Safety, prior to a formal submission from the Constabulary to the Council and any decision being taken.

**19 Environmental Improvement Programme**

The committee received a report from the Project Delivery and Environment Manager regarding the Environmental Improvement Programme.

**(Q1) Anthony Martinelli**

**Can the lighting on Parkers Piece be improved? Students from both Universities find the dark paths daunting.**

Councillor Bick responded. This issue had been raised by the students unions of both Universities. He was happy for it to be added to the list of projects subject to caveats. Any lighting would have to respect the character of the open space of the area. In addition, the space was used by a variety of people for a range of events and sports. Any additional lighting would have to accommodate those uses. An imaginative solution would be needed but he was keen that one should be found as this was a legitimate concern on the part of the student community and others.

**(Q2) Mr Lawton**

**What progress had been made with the 20mph signage improvements?**

A decision on funding was expected later this month. The wider project of a City-wide 20mph limit had not received County Council funding and alternative source was under investigation.

**(Q3) Mr Higgs**

**The footpath improvements to Midsummer Common and Jesus Green are on hold. A Lottery funding bid had been submitted and the results would be known in June. Can the Officer give any other update?**

The Project Delivery and Environment Manager responded. The paths are classed as highways and therefore, a County Council responsibility. Some remedial work had been carried out. S106 funding was restricted to capital projects and could not be used for maintenance.

The following matters were discussed:

- Richmond Road Residents Association had requested a City-wide scheme for public noticeboards.
- A bench at the bus stop at the corner of Huntingdon Road and Sherlock Road had been requested.
- Lammas Land access was discussed. The traffic lights needed to be improved as motorists currently stop too far away from the activation point.
- Improvements to the pavement outside the Doctors surgery had been passed to the County Council for action.

**RESOLVED** (Unanimously)

- I. To approve the list of schemes in section 5.0 of the Officer's report for further investigation into their feasibility and estimated cost.

## **20 Start Time and Format of Meeting**

Members were asked to consider if they wished to continue with the current arrangements of a 7.00 pm start time and taking planning items first. There was general agreement for this proposal.

Members suggested that additional, workshop style meetings would be needed to assist in the development of an Area Needs Assessment.

**RESOLVED** to continue with the current arrangements of a 7.00 pm start time for planning with substantive agenda item not being considered before 8.00 pm. Additional workshop meetings to be arranged as needed.

The meeting ended at 10.20 pm

**CHAIR**

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# Neighbourhood profile update Cambridge City West/Central Neighbourhood

April 2012



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:

- Crime and Incident data, from December 2011 – March 2012 and as a comparison, data from December 2010 and March 2011, and August 2011 – November 2011
- Information from the Neighbourhood Policing teams, April 2011
- Community intelligence
- Environmental data from Cambridge City Council for the period December 2011 – March 2012, compared with the same period the previous year.

## 2 PREVIOUS PRIORITIES

At the neighbourhood panel meeting on 5<sup>th</sup> January 2012, the following issues were adopted as priorities. The tables below summarise action taken and the current situation regarding the priorities that were set:

<b>Speed enforcement activity to support the implementation of 20 mph speed limit, including evening activity (Central)</b>	
<b>Objective</b>	Speed enforcement in support of the 20mph limit
<b>Action Taken</b>	<p>In total, 36 hours of officer time was spent on this priority. The times varied throughout the day and evening. All the 20 mph roads were covered at some stage. The operational guidelines set meant that those travelling at 24 to 31 mph were stopped where safe and practicable and given verbal advice. Where that was not possible many were sent a Speedwatch letter. Those travelling between 32 and 34 mph were given an Endorseable Fixed Penalty Notice. Those travelling at 35 mph in a 20 mph zone were only eligible for a summons, although no vehicle was tracked travelling at that speed.</p> <p>In total, 17 Endorseable Fixed Penalty Notices were issued (12 of those in Maid's Causeway) for those travelling between 32 and 34 mph. In excess of 300 drivers were spoken to and 50 are in the process of receiving Speedwatch letters. In addition there were countless other drivers who were exceeding the speed limit, but which it was not practicable to stop. Other offences dealt with included: no vehicle excise licence; no insurance; using a mobile phone while driving, and a cannabis warning.</p> <p>The majority of people stopped for both advice and Endorseable Fixed Penalty Notices claimed they were not aware of the speed restrictions and had not seen the signs. It was the perception of officers that the majority of traffic on all roads checked was travelling at between 24 to 30 mph. Frequently the road layout and traffic flow meant that checks could not be conducted, e.g. safe places to stop vehicles and talk to drivers, frequency of buses (Parkside) and volume of traffic. This meant that officers deployed to deal with this issue were prevented from doing so by factors outside their control.</p>
<b>Current Situation</b>	Achieving speed reduction has to be the overall goal. This priority involved a considerable investment of police resources. However, the results illustrate that there remains a significant

	driver behaviour issue which enforcement alone will not change. Unless 20 mph enforcement is coupled with road engineering and education activity it is unrealistic to expect speeds to be brought down in the long-term by police action alone. The police will continue to monitor the 20 mph limits which will enable them, if necessary, to direct enforcement activity to those areas of greatest risk.
<b>Continue or Discharge?</b>	<b>Discharge</b> as a police priority until after the Citywide consultation regarding extension of the 20 mph limits has been concluded.

<b>Alcohol and group related ASB in The Grafton area and consider The Grafton area as part of the wider problem currently under review (Central).</b>	
<b>Objective</b>	To reduce alcohol and group-related anti-social behaviour (ASB) in the City and Grafton area.
<b>Action Taken</b>	<p>Positive enforcement action has been taken in respect of this issue that was also adopted as a Divisional police priority for several weeks (which brought extra resources into the equation in addition to Neighbourhood Officers). Extensive use was made of the power to disperse under s27 of the Violent Crime Reduction Act 2006 and numerous arrests were made for a range of offences, including begging, public order offences, theft and assault.</p> <p>Partnership action with the City Council resulted in a particular hot-spot area behind Parkside Pool being fenced off. This had a significant effect on street drinking group dynamics and helped to reduce ASB.</p> <p>In train with the enforcement action, the police also considered applying for a Dispersal Order and entered into consultation over this. In the end no formal request was made for an Order due to the considerable reduction in ASB.</p> <p>The police and City Council have also developed a new group to manage Streetlife issues, which include new working practices to better manage performance data, professional opinion and community perception. Enhanced information sharing and training is also being developed with the help of the City Council. This will enable a swifter response to any future early signs of street drinking and associated ASB.</p>

<b>Current Situation</b>	<p>Whilst street drinking does remain an issue there has been a significant reduction in street drinking and associated ASB within Market Ward. In addition to the data in other sections of this report, further Police data for Market Ward for the months of January and February 2012 shows these to be the lowest two months for ASB for the past two years. A monthly comparison shows ASB for February 2012 (77 offences) to be 30.6% lower than February 2011 (111) offences.</p>
<b>Continue or Discharge?</b>	<b>Discharge</b>

<b>Address anti-social cycling and reduce the incidence of cycle thefts across the area (West/Central)</b>	
<b>Objective</b>	<p>Address anti-social cycling and reduce the incidence of cycle thefts across the area (West/Central).</p>
<b>Action Taken</b>	<p>Whilst dealing with cycle offences is part of everyday policing activity, Safer Neighbourhood Officers, with assistance from members of the Special Constabulary, have conducted a series of initiatives to focus on cycling offences both in the City Centre and in the West area. In total, 103 Fixed Penalty Notices have been issued for offences of no lights, contravening red traffic lights (Northampton Street) and cycling on footpaths. In addition innumerable cyclists have been stopped and advised by Police Community Support Officers for cycling without lights.</p> <p>Combating cycle theft is part of the day-to-day work of the City Centre team who focus on pro-active enforcement activity as well as offering crime reduction advice. Cycle crime reduction events have been held recently at the Shire Hall, Newnham College and other locations. The team use all opportunities to deliver these simple messages about how to prevent cycle theft and also seek to promote the value of getting people to use the Immobilise property registration system to record their cycle details on. Patrols are also carried out at vulnerable and hotspot locations for cycle theft within the City. Police have increased information sharing with the City Council Rangers on recovered cycles and also reviewed the suggestion of putting photos of found cycles on the internet (has been tried in the past and found to be too bureaucratic). A total of 78 people have been arrested for theft of a pedal cycle in the City from the 1<sup>st</sup> of January 2012 to date. Arrests continue to be made as</p>

	a result of routine stop checks and other enquiries and by information from CCTV.
<b>Current Situation</b>	<p>Cycling without lights and anti-social cycling remains a problem within Cambridge. Further work on this in relation to educating foreign students is also underway.</p> <p>There has been a significant decrease in cycle theft in the City Centre and West area. Offences have decreased from 1208 in 2010/11 to 911 in 2011/12 which represents a decrease of 25%. Cycle theft in Cambridge as a whole dropped last year by 748 offences or 26.5%. This is the combination of a number of factors: Operation Northwood (the police operation which resulted in 60 convictions and made a significant impact on the ability to dispose of stolen property in the City); and continued work by the City Centre team and other Safer Neighbourhood Teams.</p>
<b>Continue or Discharge?</b>	<b>Continue</b> activity with regards anti-social cycling but <b>Discharge</b> activity with regards cycle thefts.

### **Update on prostitution in Histon Road**

The Safer Neighbourhood Team have continued to patrol this area as promised at the last Area Committee meeting. Since the January meeting, police patrols have resulted in one female being given a caution for soliciting for the purposes of offering services as a prostitute and one male being reported for soliciting the services of a prostitute. Police perception is that this location does not represent the problem it did a few months ago either in terms of scale of activity or frequency. Recent convictions and on-going court cases arising from the previous police operation last year continue to help with deterrence.

### **3 EMERGING ISSUES**

For a number of months there has been increased theft of mobile phones from people from within the busiest City licensed premises. Analysis reveals in excess of 350 offences. Peak time for offending is between 23:00 and 02:00 on Thurs, Fri and Saturday nights. Recent evidence reveals that offenders may commit multiple offences in one night at one premise. There is an action plan already running on this and good working with both Cambridge Business Against Crime and CCTV. Some arrests have been made and offenders have been found to be in possession of up to ten stolen mobile phones. There is further work to be conducted to combat this offending and

making it a neighbourhood priority would give it extra partnership focus and impetus. It is recommended therefore that this is adopted as a priority for the City neighbourhood.

## **4 NEIGHBOURHOOD TRENDS**

Recorded crime in the West area remains the same as the previous year (1351) but is down on the previous reporting period (1495). Reports of anti-social behaviour have fallen significantly to 388 in comparison with 514 in previous year and 541 in the previous reporting period.

### **NEWNHAM**

#### *Crime*

- Overall crime levels remain consistent with previous periods.
- Theft from vehicle offences has increased from 11 in the previous reporting period to 23. This is also an increase on 2010 and 2011 figures.

#### *ASB*

- Notable decrease in reported incidents.

#### *Environmental Services Data*

- Between December 2011 and March 2012, there were 3 reports of abandoned vehicles in the Ward compared with 5 during the same period the previous year. This included 1 vehicle, which was not on site following inspection. In addition, 1 CLE26 notice was issued to an offender on behalf of the DVLA for not displaying road tax on a public highway, which will result in a fine issued by the DVLA. There were no specific hotspots during either period.
- Between December 2011 and March 2012, there were 10 reports of fly tipping in the Ward compared with 6 during the same period the previous year. There was sufficient evidence to issue 1 formal warning letter to domestic offenders. Lammas Land (4) was the main hotspot during the current reporting period. Again Lammas Land (4) was the main hotspot during the previous year.
- Between December 2011 and March 2012, 5 derelict cycles were dealt with compared with 13 during the same period the previous year. There were no specific hotspots during the current reporting period. Lammas Land (4) was the main hotspot during the previous year.
- Between December 2011 and November 2012, nil needle finds were reported compared with 11 during the same period the previous year. During the previous reporting period the 11 needles were removed from Grantchester Meadows.

## **CASTLE**

### *Crime*

- Small reduction in overall recorded crime.

### *ASB*

- Reduction in reported incidents.

### *Environmental Services Data*

- Between December 2011 and March 2012, there were 7 reports of abandoned vehicles in the Ward compared with 8 during the same period the previous year. This included 2 vehicles, which were not on site following inspection. In addition, 2 CLE26 notices were issued to offenders on behalf of the DVLA for not displaying road tax on a public highway, which will result in a fine issued by the DVLA. There were no specific hotspots during the current reporting period. Storeys Way (3) was the hotspot for the same period the previous year.
- Between December 2011 and March 2012, there were 12 reports of fly tipping in the Ward compared with 3 during the same period the previous year. There was no sufficient evidence to issue formal warning letters. There were no specific hotspots during either period.
- Between December 2011 and March 2012, 11 derelict cycles were dealt with compared with 11 during the same period the previous year. Windsor Road (4) and Sherlock Close (3) were the main hotspots during the current reporting period. There were no specific hotspots during the previous year.
- Between December 2011 and March 2012, 3 needles were reported compared with nil during the same period the previous year. 2 were removed from Grassmere Gardens and the other was removed from Castle Street.

## **MARKET**

### *Crime*

- Significant reductions in overall when compared with previous reporting period and year.
- Significant reductions in violent crime and cycle theft offence.
- Increases in other offences reflect thefts of mobile phones as mentioned earlier.

### *ASB*

- Reduction in reported incidents: 343 compared with 460 in last reporting period and 525 last year.

### *Environmental Services Data*



- Between December 2011 and March 2012, there were 4 reports of abandoned vehicles in the Ward compared with 22 during the same period the previous year. This included 2 vehicles, which were not on site following inspection and 1, which was subsequently claimed by the owner. There were no specific hotspots during either period.
- Between December 2011 and March 2012, there were 162 reports of fly tipping in the Ward compared with 100 during the same period the previous year. There was sufficient evidence to issue 4 formal warning letters to domestic offenders and 3 formal warning letters to trade offenders. In addition, 5 verbal warnings were issued and waste transfer documentation was requested from 10 trade offenders. Bridge Street (19), Sidney Street (13), Market Hill (12), St Andrews Street (11) and Market Square (9) were the main hotspots during the current reporting period. The offences at Bridge Street accounted for 1 of the formal warning letters being sent. Market Square (9), Market Street (7), St John's Street (7), Market Hill (6) and Market Passage (6) were the main hotspots during the previous year.
- Between December 2011 and March 2012, 135 derelict cycles were dealt with compared with 199 during the same period the previous year. Regent Terrace (21), St Andrews Street (17), Downing Street (10), Jesus Green (9), Emmanuel Street (7) and Lion Yard (7) were the main hotspots during the current reporting period. St Andrews Street (21), Market Hill (18), Downing Street (17), Guildhall (15), Market Street (18) were the main hotspots during the previous year.
- Approximately 1796 incidents of anti-social cycling occurred between December 2011 and March 2012, compared with approximately 2025 incidents during the same period the previous year. Hotspots during the current period included Sidney Street (439), Market Street (336), Bridge Street (329), Trinity Street (228) and Petty Cury (196). Hotspots during the same period included Sidney Street (473), Bridge Street (325), Trinity Street (298), Market Street (288) and Petty Cury (237).
- Between December 2011 and March 2012, 25 needles were reported compared with 15 during the same period the previous year. 20 were removed from Jesus Green and 5 were removed from Willow Place. During the previous reporting period 8 needles were removed from East Road and 4 were removed from Midsummer.

**5 CURRENT CRIME AND INCIDENT LEVELS**

AREA	WARDS	Dwell Burg.	Other Burg.	Violent Crime (excl. Robbery)	Robbery	Theft of Vehicle	Theft from Vehicle	Cycle Theft	Theft from Shop	Criminal Damage	Other Crime	TOTAL CRIME	TOTAL ASB
<b>City West / Central</b>	Dec 11 – March 12	25	30	152	4	10	45	199	251	98	537	1351	388
	Dec 10 – March 11	48	25	243	12	3	36	224	203	81	476	1351	514
	Aug 11 – Nov 11	11	37	229	4	5	31	364	212	64	538	1495	541
<b>Newnham</b>	Dec 11 – March 12	10	7	3	0	4	23	34	2	15	18	116	17
	Dec 10 – March 11	19	3	7	1	1	12	20	2	9	27	101	41
	Aug 11 – Nov 11	5	6	7	0	2	11	40	0	12	33	116	36
<b>Castle</b>	Dec 11 – March 12	9	1	7	0	4	10	28	0	17	27	103	28
	Dec 10 – March 11	21	8	10	2	0	12	33	2	10	24	122	38
	Aug 11 – Nov 11	4	7	12	1	1	9	44	1	9	23	111	45
<b>Market</b>	Dec 11 – March 12	6	22	142	4	2	12	137	249	66	492	1132	343
	Dec 10 – March 11	8	14	226	23	2	31	393	288	90	434	1583	525
	Aug 11 – Nov 11	2	24	210	3	2	11	280	211	43	482	1268	460

## **6 RECOMMENDATIONS**

The following Neighbourhood Priorities are recommended for consideration:

- Anti-social cycling in the West/Central area
- Mobile phone thefts from City licensed premises.

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**Report by:** Cambridgeshire Community Foundation

**To:** Area Committee – West and Central, 26<sup>th</sup> April 2012

**Wards:** Market, Newnham and Castle.

<b>Community Development and Leisure Grants 2012-13</b>
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## 1. Introduction

This report reminds members of the process for the allocation of Community Development and Leisure grants by Area Committees, confirms the funds available, seeks approval for applications which have been assessed and lists further applications which are still under review.

The application process has been managed by Cambridgeshire Community Foundation (CCF) since April 2009. CCF advertise available funds; support potential applicants; assess applications; present recommendations to Area Committees; advise applicants of Area Committee decisions; make grant payments and seek feedback and monitoring from the funded projects. CCF does not therefore make decisions on the grants awarded from the Area Committee funds.

## 2. Recommendations

2.1 To consider the grant applications and agree recommendations detailed below.

<b>Current Applications. Available: £8,400</b>			
CCF ref	Group	Project	Offer
WEB 45046	Cambridge and County Folk Museum	to work with community groups to create special bunting based on people's memories of street parties.	£1,000
WEB 45254	St Augustine's Church	to help fund a full programme of talks, concerts and social events for the local community.	£2,000
WEB 45397	Friends of Histon Road Recreation Ground	to run a one day community event.	£2,261
<b>Total</b>			<b>£5,261</b>
<b>Remaining</b>			<b>£3,139</b>

## 3. Background

There is a total of £84,000 Area Committee funding available in 2012-13. £55,000 is from the Community Development grants budget and £29,000 is from the Leisure grants budget. These budgets have been merged and allocated to each area committee in accordance with population and poverty calculations.

<b>2012-13</b>		
<b>Committee</b>	<b>%</b>	<b>£</b>
<b>North</b>	<b>37.8</b>	<b>31,752</b>
<b>South</b>	<b>20</b>	<b>16,800</b>
<b>East</b>	<b>32.2</b>	<b>27,048</b>
<b>West Central</b>	<b>10</b>	<b>8,400</b>

#### **4. West/Central Area Committee 2012-13 Current Applications**

##### **4.1 Funding allocated to date: none**

##### **4.2 Grant application background information**

<b>West/Central Area Committee 2012-13 grants</b>		<b>CCF ref WEB45046</b>
<b>Applicant:</b> Cambridge and County Folk Museum		<b>Ward(s) :</b> Castle
<b>Purpose of group:</b> The museum aims to interpret the history and way of life of the people of Cambridge and Cambridgeshire through its collections and other resources for the education and delight of all.		
<b>Project: to work with community groups to create special bunting based on people's memories of street parties.</b>		
<b>Breakdown of costs:</b> 2 reminiscence sessions undertaken by 1 member of staff £200; 20 volunteers to support project work (in kind contribution towards project) £50 per day; Artist £300; Street party £200; Education room display £100; Bunting production £200.		
<b>Total cost: £2,000.00</b>		<b>Requested: £1,000.00</b>
<b>Expected benefits or outcomes as a result of funding as described by the applicant:</b> The benefits we hope to achieve are the ability to unite two communities who have memories of the same event but who come from extremely different backgrounds. There will also be the outcome of visitors to the museum's tea room sharing those memories and experiences. Visitors of all ages will be able to see the displays and memories within the museum and continue to contribute to them as well as participating in the creation of the bunting. The "street party" will be able to include many generations of differing communities and thereby celebrating their shared history. <b>Number of beneficiaries: 500</b>		

**Background information:** The local community will be encouraged to drop in to the Museum tea room to note down their memories of street parties/national celebrations. Staff and volunteers will deliver 2 reminiscence outreach sessions based on street parties and celebrations. Memories will be collected on a digital recorder. A local artist will be commissioned to work with the Museum's craft group to create special 'memory' bunting (this will include images of celebrations printed onto bunting). A display of memories and photographs will be exhibited in the Museum Education Room. Bunting will be unveiled at a 'street' party to which the Community groups will be invited. Bunting displayed in the Museum during 'Big Weekend' 7-8th July. Those undertaking the outreach reminiscences sessions will come from the elderly community as well as a Chinese community who use English as a second language. The issues they face are their frailty as well as their lack of confidence to speak about their past.

**CCF Comments:** Creative project which may engage with new audiences. As area Committee money sought need to ensure majority of participants are from West/Central.

**Previous funding from this Area Committee:** New applicant.

**CCF recommendation:** £1000 subject to the two communities selected to be part of the reminiscence sessions being residents of West/Central

<b>West/Central Area Committee 2012-13 grants</b>		<b>CCF ref WEB45254</b>
<b>Applicant:</b> St Augustine's Church	<b>Ward(s) :</b> Castle	
<p><b>Purpose of group:</b> The church seeks to serve the spiritual and other needs of the community in this part of north west Cambridge. One of its principal aims is to work with local residents' associations and voluntary bodies to provide a programme of events to which all are welcome : this includes talks, concerts and other events at the church hall for which there is no entry charge or a nominal one only. It forms part of our mission to develop the church as a centre for the local community : already it offers a venue for about 20 local groups meeting regularly throughout the week. The majority of the groups are in effect subsidised by church members through reduced rents for the hire of the hall. The Friday Nights at St Augustine's events programme fits within that general mission.</p>		
<p><b>Project: to help fund a full programme of talks, concerts and social events for the local community.</b></p>		
<p><b>Breakdown of costs:</b> Fees and travel £1,500.00; Refreshments £600.00; Hall rents £600.00; Publicity - posters and flyers for each event plus cost of autumn and spring programmes £800; Licence £20; catering materials £30.</p>		
<b>Total cost: £3,550.00</b>	<b>Requested: £2,000.00</b>	

**Expected benefits or outcomes as a result of funding as described by the applicant:** “We aim to build up the community here in this part of Castle, providing a resource and a venue to which all are welcome. In introducing people to neighbours and to activities locally, we are developing a community which is active and inclusive, and which is willing to share its talents and skills with others. In reducing isolation amongst the elderly and more transient residents, we are also addressing issues that are difficult for local authorities to tackle alone. A community which is confident enough to take responsibility as well as to seek support is our principal objective, and we are assured that this programme of events has a real contribution to make to that end”. **Number of beneficiaries: 1500**

**Background information:** Over two years, average attendance at Friday Night talks has risen from about 20 to 75, and newcomers are evident at each talk. Similar numbers are typical now at concerts and social events, and there has been an evident increase in numbers at associated activities such as the monthly community lunch and in the number of groups using or seeking to use the community hall and facilities.

The area is home to many elderly people and others who are here temporarily who can feel isolated as a result of living alone or carrying some disability. The programme of events seeks to involve them directly but also introduces them to neighbours and activities of which they may be unaware. Our no entrance fee policy is designed to encourage access irrespective of age and income.

**CCF Comments:** Extracts from the monitoring for the 11/12 programme shows the positive impact of the programme with 1300 benefiting (the cumulative attendance at programme events) in 11 talks, 5 concerts and 2 social events. The talks ranged over a variety of subjects from sustainable design to the Spanish Civil War to German music.

*Anon case study* Mr and Mrs X live locally and are retired. They had little involvement in the local community prior to the Friday Nights programme coming on stream. They are now regular attendees, delighted to have the opportunity to come out in the early evening to hear a stimulating talk or presentation, meet other people and hear about other events on offer, and have themselves suggested other topics for future series. They have limited resources so the free entrance policy is crucial.

**Previous funding from this Area Committee:** £200 in 08/09 for Friday night talks; £500 in 08/09 for a holiday club; £410 in 08/09 for concerts; £1,500 in 10/11 to fund a series of events; £2,000 in 11/12 to fund a series of events.

**CCF recommendation: £2000**

<b>West/Central Area Committee 2012-13 grants</b>	<b>CCF ref</b> WEB45397
<b>Applicant:</b> Friends of Histon Road Recreation Ground	<b>Ward(s)</b> Castle
<b>Purpose of group:</b> To improve, conserve, support and protect Histon Recreation Park for the use and enjoyment of the public. To provide an opportunity for members of the Friends to meet and socialise.	



<b>Project: to run a one day community event</b>	
<b>Breakdown of costs:</b> Refreshments £30; PI insurance £100; Temp event notice £21; Workshops £175; marquee hire £820; Local Musicians/dance groups £500; Amplification £250; prizes £15; Materials £50; Banners £210; Posters/Postcards £40; Contingency £50.	
<b>Total cost: £2,261.00</b>	<b>Requested: £2,261.00</b>
<b>Expected benefits or outcomes as a result of funding as described by the applicant:</b> The aim is to encourage responsible use of the park, to bring all sections of the community together in a local public space and to promote the importance of this green space. We are looking to promote a stronger, more inclusive local public space, as well as promote the groups aims, which is to enhance, support and develop the recreation ground. <b>Number of beneficiaries: 200</b>	
<b>Background information:</b> It will be a free event which will be open to all local people and park users. We wish to run a mix of activities and music for the afternoon aimed children and people of all ages. We are looking to involve local community music and activity groups including circus skills & folk band.	
<b>CCF Comments:</b> Positive feedback on the summer event last year with est 200+ attending highlighted “greater awareness of the importance of the park and its diverse community of users... and better cohesive relations between the Arbury and Castle Ward”. The plan to include Local Musicians/dance groups and requirement for hard flooring in marquee increase the costs from prior year.	
<b>Previous funding from this Area Committee:</b> £710 in 06/07 to make bird boxes; £69 in 08/09 for admin costs; £278 in 08/09 for admin costs; £1,165 in 10/11 for a community event; £1,500 in 11/12 for a community event.	
<b>CCF recommendation: £2,261</b>	

**BACKGROUND PAPERS** and research used in the preparation of this report:

Grant applications.

Monitoring from previous grant awards.

Telephone interview.

To inspect these documents contact Marion Branch on 01223 410535 or [marion@cambscf.org.uk](mailto:marion@cambscf.org.uk)

## Appendix 1

### Area Committee Grants – Process and Criteria 2012-13

The following document was circulated to members recently and is attached to this report for reference.

#### 1. Budget

There is a total of £84,000 Area Committee funding available in 2012-13.  
 £55,000 is from the Community Development Grants budget.  
 £29,000 is from the 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>
<b>North</b>	<b>37.8</b>	<b>31,752</b>
<b>South</b>	<b>20</b>	<b>16,800</b>
<b>East</b>	<b>32.2</b>	<b>27,048</b>
<b>West Central</b>	<b>10</b>	<b>8,400</b>

## **2. Committee Reports**

There will be two rounds for applications to be presented by Cambridgeshire Community Foundation at committees in 2012:

<b>Committee</b>	<b>Round 1</b>		<b>Round 2</b>	
	<b>Application Closing date</b>	<b>Committee Date</b>	<b>Application Closing date</b>	<b>Committee Date</b>
<b>North</b>	31st March 2012	17 <sup>th</sup> May 2012	30 <sup>th</sup> September 2012	22 <sup>nd</sup> November 2012
<b>South</b>	31st March 2012	10 <sup>th</sup> May 2012	30 <sup>th</sup> September 2012	12 <sup>th</sup> November 2012
<b>East</b>	31st March 2012	12 <sup>th</sup> April 2012	30 <sup>th</sup> September 2012	18 <sup>th</sup> October 2012
<b>West Central</b>	31st March 2012	26 <sup>th</sup> April 2012	30 <sup>th</sup> September 2012	1 <sup>st</sup> November 2012

Although the Cambridgeshire Community Foundation is unable to attend Chair's briefings for the above committees they are happy to answer any questions at any time. Prior to briefings assessed applications will be accessible via a password protected area on their website and members will be given access to review applications and raise questions prior to committee meetings.

If the Cambridgeshire Community Foundation is unable to attend a committee for any reason an officer from the Grants & Voluntary Sector Support Team will cover wherever possible.

## **3. Chair's and Officer's Action**

In between the above rounds grants, if justified new applications cannot wait until the next round, they will be considered, in line with the Council's constitution, by:

- Officer Action (the Council's Grants Manager) for awards up to £2,000
- Chairs Action for awards £2-£5k

**The Chair's Action** process is where a recommendation for an award is £2-£5k the report will be sent to Chairs and Spokes of the appropriate committee by CCF following consultation with the Council's Senior Grants Officer. The Chair and Spokes will be expected to respond within 5 working days either approving the award, asking for further information, or rejecting the award, giving reason for rejection. If no response it received the recommendation will stand.

**The Officer's Action** process is where a recommendation for an award is up to £2k the report will be sent to the Grants Manager to respond within 5 working days either approving the award, asking for further information, or rejecting the award, giving reason for rejection. If no response it received the recommendation will stand.

All awards made by Chair and Officer Action will be included in the next report to committee.

#### **4. Criteria for Grants**

Community Development and Leisure grants both have budgets specifically devolved to area committees for local projects. The policy decision for this dates back to Community Development and Leisure Scrutiny Committee 24 March 2005.

The criteria for awarding area committee grants mirrors the Community Development and Leisure grants strategies and priorities (attached as appendix 1) but also gives flexibility for area committees to decide to on area priorities and to award grants for both for capital or revenue expenditure. Themes for 2012-13 will include the Diamond Jubilee and the Olympics.

The money is to enable projects that provide services or activities to benefit people living in one of the four areas of Cambridge City (North, South, East, West/Central). Priority will be give to projects that are aimed at those people whose opportunities are restricted by disability, low income or discrimination.

#### **5. Eligibility to apply**

Applications are invited from community groups and voluntary organisations which:

- are independently set up for charitable or philanthropic purposes
- have a constitution or set of rules defining aims and procedures and decide policy and overall management practice through a committee of elected, unpaid volunteers
- meet the needs of Cambridge residents and are open to all eligible users
- have structures in place to manage affairs efficiently, hold regular meetings to plan and monitor activities, keep minutes and circulate information to group members
- involve members and users in policy-making and in management and recruit and support volunteers, where appropriate
- meet the legal responsibilities of an employer and adopt appropriate health and safety policies and practices including child and vulnerable adult protection measures, if appropriate
- adopt good environmental and equal opportunities practices
- keep proper financial records and show that financial help is needed.

Groups, which are actively working towards meeting these conditions, may be considered for funding as well as

- groupings of local residents able to meet basic accountability requirements.
- partnerships of constituted group(s) and local residents.

(Organisations are not eligible if they are set up and/or managed wholly or partly by a statutory organisation; seek a grant for religious instruction or worship; operate for private gain or are connected with any political party or are involved in party politics.)

## **6. Awards**

- There is a £5,000 limit on application and grant award levels for any organisation.
- Grants cannot be made retrospectively.
- Councillors will be asked to consider and decide on applications in two area committee cycles a year. Grants may be made between meetings if the applicants can demonstrate that they are unable to wait for the next scheduled grants meeting and will be processed via a Chair's/Officer's Action process.
- Groups receiving a grant will need to provide feedback on how they spent the money and the impact it has made.
- At the end of December 2012 the area committee funds are merged with the main grants budget to enable flexibility to spend the budget on appropriate grants to voluntary organisations.

## **7. Management of Area Committee Grants**

The Community Development Service Review and Strategy 2009-12 went to the Community Services Scrutiny Committee on 15<sup>th</sup> January 2009. A part of this review focussed on Area Committee Grants - primarily on areas where there are internal and external factors driving the need for change and where there is scope to deliver services more efficiently and effectively. It was agreed to increase the range and availability of funding opportunities for voluntary organisations in partnership with the Cambridgeshire Community Foundation (CCF).

Community Development worked closely with Cambridgeshire Community Foundation and a Service Level Agreement was implemented enabling CCF to manage the area committee grant process from April 2009- 2012. This has been extended for a further year until March 2013.

CCF advertise available funds; support potential applicants; assess applications; present applications to an independent grant panel with local knowledge which will make recommendations for awards; present recommendations to Area Committees; advise applicants of Area Committee decisions; make grant payments and seek feedback and monitoring from the funded projects.

## **8. Cambridgeshire Community Foundation**

Cambridgeshire Community Foundation was established in 2004 as a charity (number 1103314) and limited company (number 04998990) to benefit communities particularly, although not exclusively, in Cambridgeshire.

Their vision is: 'effective giving, thriving communities and enriched lives'. Their purpose is to be the hub for community philanthropy in an area – inspiring and supporting giving that strengthens communities and enriches local life.

A board of trustee directors, chaired by Mr Peter Gutteridge, governs the Cambridgeshire Community Foundation, and a small team of staff led by their Chief Executive, Jane Darlington, oversees day-to-day activities.

Individuals, families and companies can set up a named philanthropic fund at the Community Foundation to support community needs identified and/or particular causes that match donors' interests. They match applications from groups and individuals to the funds held, and advise donors to ensure their giving is effective. They handle all the administration and ensure all gifts are tax efficient. Many of the funds are held within their endowment, which is invested to maximise resources for grant-making and operations now and in the future. They also manage 'flow-through' funds where donors give amounts annually.

Since 2004 they have distributed just under £5 million in grants and built a unique knowledge of local charitable projects. This expertise has been recognised by the Lottery, National and local Government, Comic Relief, and household names such as Mars and Microsoft, all of whom have commissioned them to distribute money on their behalf.

Their supporters, who include private individuals and companies such as Cheffins, Ridgeons, Marshall, Mills & Reeve, Bidwells and AmeyCespa (previously Donarbon), have chosen Cambridgeshire Community Foundation to help with their charitable giving for a variety of reasons. Some wish to keep their identity private, others wish to cut down on the administration time and the majority seek their knowledge to inform where the needs are greatest.

## **9. Community Initiatives Funding**

For those groups that are new, developing and non-constituted the Grants Manager manages applications through a Community Initiatives process. These groups are unable to apply via the Cambridgeshire Community Foundation so a small amount of area committee funding is decided at officer level for initiatives where a group of residents come together to make an idea happen. These groups are also given other support in their development as required.

## **10. Neighbourhood Youth Work Funding**

There is a neighbourhood youth work fund of £16,690 for work, which will be commissioned by Community Development officers, to be delivered in local areas and undertaken by voluntary organisations. This was established to eliminate multiple bids by larger organisations to the area committees and to take a more coordinated approach to the allocation of funds for youth projects across the areas.

## **11. How to apply**

For **Area Committee Grants**, constituted organisations can apply using the online application form accessed through the Area Committee Grants page on the Cambridgeshire Community Foundation website – link below

[www.cambscf.org.uk/area-committee-grants.html](http://www.cambscf.org.uk/area-committee-grants.html)

Groups wishing to discuss their project or funding request should contact Marion Branch at Cambridgeshire Community Foundation on 01223 410535

**For organisations/groups without a constitution or governing document:**

Groups will need to apply via **Community Initiatives Grants**. Contact Elaine Shortt in the Council's Grants & Voluntary Sector Support Team who will discuss the project and process with those smaller groups.

Tel: (01223) 457968

Email: [elaine.shortt@cambridge.gov.uk](mailto:elaine.shortt@cambridge.gov.uk)

## *Appendix 1 – Community Development & Leisure Priorities relating to Area Committees*

### *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*

**2. 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.

**3. A Growing City** - enabling voluntary and community activity in new communities on fringe sites to flourish and to support the integration with neighbouring parts of the city.

- Community development activities in new developments in the City (see Community Activities above for the type of activities eligible for funding).
- Building capacity in and making links with adjoining neighbourhoods where development is taking place

## **Leisure**

### **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
- Celebrating the London 2012 Olympic Games and supporting the aims of the City's Olympic Action Plan (available from [www.cambridge.gov.uk/olympics](http://www.cambridge.gov.uk/olympics))

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