

Item



GREATER CAMBRIDGE LOCAL PLAN INCEPTION AND JOINT PLANNING & TRANSPORT ADVISORY GROUP TERMS OF REFERENCE

To:

Councillor Katie Thornburrow, Executive Councillor for Planning Policy and Open Spaces
Planning & Transport Scrutiny Committee [16/7/2019]

Report by:

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Wards affected:

All

Not a Key Decision

1. Executive Summary

- 1.1 The purpose of this report is to agree the terms of reference for the proposed Joint Planning & Transport Advisory Group: a non-decision making joint member group intended to facilitate the development of a shared policy understanding to allow the timely preparation of the new Greater Cambridge Local Plan, coordinated with transport policy.
- 1.2 Cambridge City Council and South Cambridgeshire District Council are committed to producing a joint Local Plan, commencing in 2019. As agreed by the Executive Councillor for Planning Policy & Transport on 2 October 2018 as part of agreeing the Local Development Scheme 2018, the proposed approach to governance is to use separate democratic processes to agree both plans, informed by a joint member advisory group. Agreeing the proposed

terms of reference for this group will enable the advisory group to be set up.

- 1.3 This paper and draft terms of reference was considered by South Cambridgeshire District Council Cabinet on 1 July. Decisions from the meeting will be available on the South Cambridgeshire website following the publication of this report but ahead of the Scrutiny Committee meeting; officers will provide a verbal update within the meeting. Cambridgeshire County Council Economy & Environment Committee will consider the invitation to participate in the Advisory Group in September.

2. Recommendations

- 2.1 The Executive Councillor is recommended to:
1. note information regarding the inception of the Local Plan;
 2. agree the terms of reference for the proposed Joint Planning & Transport Advisory Group; and
 3. agree that Cambridge City Council representation on the Joint Planning & Transport Advisory Group should comprise two nominations from the Labour group and one from the Liberal Democrat group.

3. Background

- 3.1 Through the City Deal with Government in June 2014, the Councils committed to develop a joint Local Plan. Policy 8a of the Cambridge Local Plan 2018 and Policy S/13 of the South Cambridgeshire Local Plan 2018 set out the shared commitment of both Cambridge City Council and South Cambridgeshire District Council to prepare a joint Local Plan for Greater Cambridge area.

Local Plan scope

- 3.2 The joint Greater Cambridge Local Plan will address all relevant planning topics, with the policies referred to above committing the plan to address the following issues in particular:
- a. an updated assessment of housing needs.

- b. progress being made towards implementation of the spatial strategy for Greater Cambridge including the new settlements at Waterbeach and Bourn Airfield.
- c. working with the local housing authority, consideration of the implications of an assessment required by the Housing Act 1985, as amended by the Housing and Planning Act 2016, of the needs of people residing in or resorting to their district with respect to the provision of sites on which caravans can be stationed.

Local Plan process

3.3 The adopted Local Plan policies set out that the new Greater Cambridge Local Plan will commence before the end of 2019, with submission to the Secretary of State for examination anticipated by the end of Summer 2022. The recently adopted Local Development Scheme 2018 (see Background Papers) states that:

- The first formal consultation on issues and options for the plan will start before the end of 2019
- Consultation on a draft plan will be in autumn 2020
- Consultation on the Proposed Submission version of the plan will be in autumn 2021
- Submission to the Secretary of State for independent examination will be in summer 2022
- Intended date of adoption will be summer 2023

4. Inception of the Local Plan

4.1 Work is ongoing to prepare for the Issues and Options consultation and more generally the wider Local Plan process, including:

Lessons learned and best practice work

4.2 To support a reflective approach to the new Local Plan, an independent local planning expert has been commissioned to undertake a lessons learned and best practice review. This will involve engaging with key stakeholders to look back at the previous Cambridge and South Cambridgeshire Local Plan processes, as well as considering examples of best practice nationally, to understand in which areas, and how, improvements might be made to the approach to plan-making consistent with current national planning policy. This is intended to create certainty in terms of outcomes and support an efficient plan-making process. The findings of the review

are due later in the summer to inform the Issues and Options process.

Scoping the Local Plan process

- 4.3 The Issues and Options consultation, due to start before the end of the year, will be relatively high level, supported by a limited range of the ongoing evidence base work. The consultation will explore broad questions in terms of the key themes of the plan, as well as considering levels of growth and broad strategy options.
- 4.4 The draft local plan consultation, due in autumn 2020, will be a full draft plan. This will include a preferred strategy, site allocations, and development management policies.
- 4.5 The draft plan will be supported by a full suite of evidence, some of which will be used to support the Issues and Options consultation. In particular, processing the representations on the Call for Sites submissions early this year is still to be completed. Once processed these will be published on the Councils' websites without assessment. The process of assessing these sites will take a number of months and the conclusions will inform the draft Local Plan in autumn 2020 and be published as a background document to it.

Setting up joint governance arrangements

- 4.6 A joint high-level officer group comprising representatives of both councils, Greater Cambridge Partnership, Cambridgeshire County Council and the Combined Authority has been set up and is meeting on a monthly basis to help steer the development of the forthcoming Local Plan.
- 4.7 A Joint Planning & Transport Advisory Group of Members is proposed to be set up as discussed below.

Initial stakeholder engagement

- 4.8 Ahead of formal processes and the issues and options consultation a number of workshops will be held in Cambridge and Cambourne in July, to ask key stakeholders about reflections on the adopted plans, the key themes of the new plan, and thereby to inform the shape of the Issues & Options consultation. These will include:

- two joint all member workshops on 4th July; one each in Cambridge and Cambourne to enable maximum attendance
- further workshops and meetings later in July for: parish councils and residents associations; businesses; Council specialist officers and partner organisations (CPCA, GCP, County Council); interest groups and charities; and statutory consultees and infrastructure providers

5. Joint Planning & Transport Advisory Group terms of reference

Background

- 5.1 As noted above, the Executive Councillor for Planning Policy & Transport, as part of agreeing the joint Local Development Scheme, decided at the 2 October 2018 Planning & Transport Scrutiny committee meeting that the joint Local Plan would be prepared 'under section 28 of the Planning and Compulsory Purchase Act with separate democratic processes to agree both plans, informed by a joint member advisory group'. This arrangement was agreed for South Cambridgeshire by Cabined on 3 October 2018. Agreeing the appended draft terms of reference for this group will enable the establishment of an advisory group to be set up.
- 5.2 As set out in the report accompanying the Greater Cambridge Local Development Scheme 2018, the proposed governance approach to the joint Local Plan is essentially the same approach as that taken in the past for joint Area Action Plans for the Cambridge fringe sites, and for the separate but aligned new Local Plans found sound last year. It has the advantage of engaging the wider membership of the Council in plan making, as key decisions on preparing a statutory plan lie with full Council. Whilst this approach has an inherent risk that the Councils could seek to prepare a joint plan but fail to reach agreement through separate Member processes, this has not proved to be a significant barrier to joint plan making in the past.

Purpose

- 5.3 As set out in the Outcomes section of the appended draft terms of reference, the group's focus is intended to be on the development of the new Greater Cambridge Local Plan, coordinated/integrated with transport policy, but that it will also provide a forum for discussion of other key planning policy and transport documents within the Greater Cambridge area.

Representation

- 5.4 The draft terms of reference propose that the group will consist of three Members from each of Cambridge City Council, South Cambridgeshire District Council, and one from Cambridgeshire County Council. The membership of the group will be determined by each authority.
- 5.5 The intention in including three Members from the two authorities preparing the plan is to enable cross-party debate on a joint basis ahead of formal discussion and agreement of issues within each Council's committee processes.
- 5.6 Given this intention, and whilst as an informal group there is no requirement for political balance, it is suggested that Cambridge City Council's representation should comprise two nominations from the Labour group and one from the Liberal Democrat group. For South Cambridgeshire, it is suggested that representation should comprise two nominations from the Liberal Democrat group and one from the Conservative group.
- 5.7 As a key local stakeholder responsible for a range of public services and infrastructure provision, but not being directly responsible for the plan, it is suggested that the County Council should have a single representative on the Joint Planning & Transport Advisory Group.

6. Implications

a) **Financial Implications**

The preparation of the joint Local Plan, including preparation of evidence documents, has been included in planned budgets. A budget for the preparation of the Joint Local Plan has been agreed with the Council. Assumptions made surrounding the preparation of evidence documents and the engagement around and development of the Local Plan content will be monitored regularly and kept under review – having regard to the objective of ensuring effective and inclusive engagement with the community and members on key issues, and meeting key timelines for delivery.

In terms of the Joint Planning & Transport Advisory Group, there will be resource implications in providing support. Secretariat support will need to be provided by Democratic Services staff. There will be minor financial implications associated with production of agenda packs for meetings and with any associated Member allowances.

b) **Staffing Implications**

Currently anticipated to be within current budgets. This will be kept under review alongside other work priorities.

c) **Equality and Poverty Implications**

The Local Plan will each require an Equalities Assessment to be undertaken as part of its preparation.

d) **Environmental Implications**

The plan provides an opportunity to address the aspects of the environment that can be influenced by the planning system. These aspects will be considered by a range of evidence including via a Sustainability Appraisal.

e) **Procurement Implications**

None.

f) **Community Safety Implications**

Community safety implications will be considered within the Local Plan process.

7. Consultation and communication considerations

Stakeholder workshops are planned for July 2019 as set out at paragraph 4.8. Beyond this, the Local Plan will include a number of formal consultation stages (alongside further more informal engagement), as set out at paragraph 3.3.

8. Background papers

Background papers used in the preparation of this report:

Adopted Cambridge Local Plan 2018

<https://www.cambridge.gov.uk/local-plan-2018>

Adopted South Cambridgeshire Local Plan 2018

<https://www.scambs.gov.uk/planning/local-plan-and-neighbourhood-planning/the-adopted-development-plan/south-cambridgeshire-local-plan-2018/>

Papers relating to Cambridge Planning & Transport Scrutiny meeting 2 October 2018, where it was agreed to set up a joint member group in principle

<https://democracy.cambridge.gov.uk/ieListDocuments.aspx?CId=475&MId=3558&Ver=4>

Papers relating to South Cambridgeshire District Council Cabinet meeting 3 October 2018, where it was agreed to set up a joint member group in principle

<http://scambs.moderngov.co.uk/ieListDocuments.aspx?CId=293&MId=7345&Ver=4>

9. Appendices

Appendix A: Joint Planning and Transport Advisory Group Draft Terms of Reference

Inspection of papers

To inspect the background papers or if you have a query on the report please contact Caroline Hunt, Strategy & Economy Manager, tel 01954 713 196