

# LOCAL PLAN EXAMINATIONS CAMBRIDGE CITY and SOUTH CAMBRIDGESHIRE

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Our Ref: CCC/SCDC/PHM/1

Your Ref:

19 September 2014

## **To Representors to the Submission Cambridge City Local Plan and the Submission South Cambridgeshire Local Plan**

Dear Sir/Madam

### **Independent Examinations – Cambridge City Local Plan and South Cambridgeshire Local Plan**

The Pre-Hearing Meeting (PHM) for the above Examinations was held on Thursday 11<sup>th</sup> September 2014. For your information I enclose a copy of the Note of that meeting.

Also enclosed are copies of the current Hearings Programme covering the first block of hearings for these Examinations and the Main Matters and Issues for these hearings – these are both revised versions of those which were available at the PHM so please refer to these. These documents are also on the examination web pages on both Councils' websites and will be updated there when changes occur. They are accessed via:

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

<https://www.scambs.gov.uk/local-plan-examination>

Joint hearings are scheduled to start at 10.00am on Tuesday 4 November 2014 in the Council Chamber at South Cambridgeshire Hall, South Cambridgeshire District Council. If you are identified in the programme as a participant appearing in the first block of hearings, please note the final deadline date for submission of statements for these hearings is midday on Monday 13 October 2014. Addresses for submission of documents can be found in the Hearings Programme on page 2.

Please refer to the Note of the PHM and to the 'Statements' section of the Guidance Notes which have already been provided to you for the required format of statements and further written representations. Information regarding statements is also available in the Hearings Programme. These documents are also available on the Examinations webpages.

**If you requested an appearance and are listed in the Hearings Programme but have now decided not to appear, please contact me as a matter of urgency. It is important to have this information as early as possible in order to finalise the format of hearings.**

**If you are registered as an agent acting on behalf of a client, please confirm at an early stage that your client still wishes you to appear on his behalf and inform me if there is any change to this request as a matter of urgency.** Please note that where an

agent is acting on behalf of several clients who are identified for a hearing session please elect one attendee for all clients. Please send me, as early as possible and at the very latest to accompany your submitted statement, the name of the person who will be representing your client(s) at the table, plus names of those in your team who will attend at the hearing and who may be contributing for relevant points, including any legal team members.

Please do not hesitate to contact me if you require any further information.

Yours faithfully

*Gloria Alexander*

Gloria Alexander  
Programme Officer

Encs.

**Local Plan Examinations  
Cambridge City and South Cambridgeshire**

**Note of the pre-hearing meeting (PHM) on 11<sup>th</sup> September 2014**

**These Notes are not intended to be a full record of the meeting, they are a summary of the main points made.**

1. Inspector Laura Graham opened the meeting, explaining that she had been appointed by the Secretary of State to hold the examination into the soundness of the submitted plans. The Inspector then introduced Inspector Alan Wood who will be assisting and Planning Officer Laura O'Brien. The Inspector also introduced Ms Gloria Alexander, the Programme Officer (PO).
2. The representatives from both Councils then introduced themselves– Mrs Caroline Hunt the planning policy manager for South Cambridgeshire and Mrs Sara Saunders the planning policy manager for Cambridge City. A full list of the witnesses which both Councils intend to call upon throughout the examination can be found appended to this note.
3. The Inspector stressed that no evidence would be heard and no discussion of the merits of the plan would take place at the PHM. The purpose of the meeting was to clarify the administrative and procedural matters which govern the hearings to be heard from November onwards. The Inspector then explained that these are Examinations into the soundness of the Local Plans, and she will have regard to the representations made, but her report will not include an individual response to each representation.
4. The Examinations started with the submission of the Plans and will end with the submission of the Inspector's report to the Councils. There will be a separate report to each Council but as the Plans are highly interdependent in many respects, the Inspector is carrying out the Examinations concurrently and there will be a number of joint hearings sessions.
5. The Inspector then opened the floor to any attendees with particular questions about the Guidance Notes, which had been circulated previously:

- **Question 1 - A question was asked as to how it would be made clear which items would be covered in which sessions?**

The Inspector explained that the sessions will cover the published Matter, Issues and Questions (MIQ) which she has compiled for the first block of hearings. Those who have made representations relevant to each session (and have asked to be heard) will be invited to attend. If any representations have been made which do not fit within one of the timetabled sessions they will be included in a session towards the end of the examination. The same weight is given to written representations as oral representations and some parties may wish to reconsider whether they will appear. Detailed MIQ will be provided for the subsequent hearings at a later date and participants will be able to comment on these if they wish through the PO.

- **Question 2 – A question was raised regarding paragraph 13 of the Inspector's Guidance Note. It was asked whether the assumption is that the plan is sound and it must be proved otherwise, or, is the**

**Inspector working from an open minded point of view and evidence must be provided either way?**

The Inspector explained that the Councils considers that they have submitted sound plans. Those who disagree must explain why referring to the soundness criteria. The Inspector has an open mind. For those wishing to be heard, a knowledge of the soundness criteria is important and statements should be framed in those terms.

- **Question 3 – A question as to whether only those who made representations were allowed to speak, as stated in paragraph 12 of the Guidance Note, was asked?**

The Inspector explained that this was indeed the case and would remain so. A number of requests to speak from individuals who did not make representations have been received and if one were to be allowed it could set a precedent for others, so nobody without a right will be heard.

- **Question 4 – The Inspector was asked to define a representation – i.e who has a right to speak.**

The Inspector explained that the period for making written representations was towards the end of 2013. Those who made a representation, indicating that they thought the plan needed to be changed and ticked a box regarding speaking at the hearing would be allowed to speak. Those who want to speak but did not tick the relevant box can still request to do so through the PO. The deadline for making this request is the 19<sup>th</sup> September to allow the programme to be finalised.

- **Question 5 – A question was asked as to how the participants listed in the draft programme were compiled.**

The Inspector explained that the draft programme only relates to the first block of hearing sessions and identifies those who made representations on those issues. Later sessions will cover other issues and will give others the opportunity to appear. If anyone is not on the list so far but feels they should be they should contact the PO and give relevant representation numbers. The lists came from the Councils' representation databases but were not sifted by the Councils in any way. The PO requested the information from the software company who administer the databases and the Inspector made the decision regarding who would appear. Anyone who made a representation and indicated that they felt the plan needed to be changed can request to be heard but it is the Inspector's decision. The Inspector confirmed that she has read all of the representations made.

- **Question 6 – A participant expressed concern that he submitted a representation last year but was then told by the City Council that it was too long. The edited version did not represent his views.**

Cambridge City Council confirmed that they asked for a summary of representations for the database. The full representations are also on the database and available to view. They have been passed to the Inspector. Representors were asked to check the summary prepared by the Council and

were given the opportunity to alter it prior to its publication. If anyone has any concerns then they are invited to check and get in touch with the PO.

- **Question 7 – A question was asked that if new information has come to light can it be added into representations?**

The Inspector stated that information can't be added to existing representations. If their representation falls under the MIQ identified by the Inspector, they will have the opportunity to submit a reasonably short statement (with appendices, including photographs, if required) addressing the MIQ which can include any new information.

- **Question 8 – Concern was raised regarding the listed participants for matter 5 *Infrastructure/Monitoring/Viability* do not include any local people who certainly made representations around this area, particularly regarding Waterbeach.**

The Inspector confirmed that there will be a specific session on Waterbeach and those who had made relevant representations will be invited to attend.

- **Question 9 – The Inspector was asked whether she was aware of the appeal decisions at Waterbeach which will have an impact on the South Cambridgeshire Plan. It was asked whether the plan was still sound when major changes will now be needed.**

The Inspector confirmed that she was aware of the appeal decisions and that the issue has already been raised by the Council. South Cambridgeshire District Council advised that modifications will probably be needed. These modifications would need to be advertised and representations will be able to be made. Further hearing sessions may also be required on this issue. In making the decision regarding extra sessions issues of natural justice will be considered.

The Council agreed that they were aware of the decisions and the implications on the Green Belt. They consider that the issue can be appropriately addressed through advertised modifications and relevant hearing sessions.

- **Question 10 – It was asked whether additional documents can be submitted if there are developments within an issue?**

The Inspector confirmed that if relevant to specific MIQ additional evidence can be included in their statement, provided it is in accordance with the requirements set out in the Guidance Note.

- **Question 11 – It was asked whether there will be a hearing session on the Mill Road area?**

The Inspector stated that it was not yet possible to confirm whether there will be hearings on specific sites.

- **Question 12 – It was asked whether the Inspector has seen the full representations?**

The Inspector stated that she has seen all of the representations in full.

- **Question 13 – The subject of the recent Waterbeach appeal decisions was raised again. Concern was expressed and it was asked whether this will be a specific issue in the context of five year housing land supply and it was asked whether this can be addressed at an early stage?**

The Inspector stated that the detail of this matter was not open for discussion at the PHM, but that she expects the Council to address these matters in their statement. She understands that people who did not originally make representations may wish to do so if main modifications are advertised.

- **Question 14 – The Inspector was asked whether she intended to issue an interim note after the first session regarding housing numbers?**

The Inspector stated that she is uncertain at present. If there are soundness concerns then she will identify them to allow them to be addressed before any further sessions. The Inspector will consider issuing a note and will also seek advice from colleagues in the Inspectorate.

- **Question 15 – It was stated that no Parish Council representatives are listed as participants for any issues. It was asked whether the Inspector has access to old information and representations made at earlier stages?**

The Inspector stated that this evidence does not form part of the examination into the plans at this stage and is not before her.

- **Question 16 – The previous question was followed up with a further question – it was asked how the Parish Council will be able to involved in the hearings as they worked closely with the Council on proposals which were included in the plan and would like the opportunity to defend their proposals against those making representations against them.**

The Council confirmed that they worked closely with the Parish Council and asked them to submit their proposals. As such the Parish Council did not make representations on those parts of the plan. The Inspector stated that if the Parish Council are supporting the Council and their proposals then they should liaise with the Council and help them to make the points.

6. The Councils took the opportunity to clarify their position regarding legal representation as set out in paragraph 14 of the Inspector's guidance note. They do have legal representation, a barrister, who will form part of their team at the hearings as and when required.
7. The Inspector added that the hearings are not like a public inquiry and the barristers present will be a part of the teams; they won't be making the cases or presenting any submissions. The hearings will not become more formal as a result.

- **Question 17 – Concern was raised that an individual put in representations and has been invited to speak on one matter but not another. It was asked whether she could put in a request to speak under an additional matter.**

The Inspector advised that they should contact the PO to make a request and include the reference number of the relevant representation.

- **Question 18 – Clarification was sought regarding the purpose of the additional statements and whether they were the same as statements of common ground.**

The Inspector explained that these statements relate to the MIQ raised by the Inspector. They are optional but often prove useful in focussing representations at the sessions.

They are not the same as statements of common ground which are designed to prevent discussion into technical matters at the sessions. Instead, parties are asked to get together with others and the Councils to refine areas where they agree and disagree. This helps the sessions to run smoothly. These statements do not have to be long and can simply be bullet points. The obligation to write the statements is shared and any individual who thinks a statement of common ground would be useful is encouraged to approach the Councils and others.

The Councils confirmed that they are looking to prepare a number of statements of common ground and have already made some approaches. Matter 3 b refers to this and the Councils are willing to work with anyone who would like to do so.

- **Question 19 – A participant stated that they have not seen the MIQ.**

The Inspector stated that the first block has been published and copies are available online and added that further MIQ for later sessions would follow.

- **Question 20 – It was asked whether the Site Visits will be timetabled?**

The Inspector explained that site visits on plan examinations are rarely accompanied and they would most likely be undertaken by the Inspector alone. The examinations deal with principles and not details of proposals. If access to private land is required it may sometimes be necessary for the PO to arrange this with any landowner; in these cases the Inspector will be accompanied by a representative from each party. No discussion will take place on site, this will all occur during the hearing sessions.

8. The Inspector then took the time to reiterate that she has set out the matter, issues and questions (MIQ) for the first block of hearings sessions and hopes to be able to circulate those relating to the remaining sessions shortly. The next block will be in early 2015 and there will be sessions on the Green Belt (including the issue of exceptional circumstances), transport, housing delivery (including whether the Objectively Assessed Need will be met, five year housing land supply, the appropriate buffer and housing for specific groups, such as older people, students and Gypsy and Travellers). Sessions will move on to cover Areas of Major Change/Major Development Areas, site specific matters, the built and natural environment and omission sites. The examination will be a long process and the sessions will be very substantial. There have been a lot of representations and, whilst the Inspector understands that parties wish to progress quickly, the examination is a major task and cutting corners would not assist the overall process.

- **Question 21 – It was asked whether a list of future topics could be released in draft so that interested parties know which topics are to be covered.**

The Inspector agreed and is currently working on this.

- **Question 22 – A question was asked regarding omission sites. It was asked whether the list of sites is closed or whether new sites can be added?**

The Inspector explained that there is no 'list' of omission sites; they come from representations made which seek the inclusion of alternative sites in the plan. No further sites can now be suggested, those to be discussed must have been raised in representations.

- **Question 23 – A follow up question was asked as to who can appear at the sessions discussing the omission sites. A group made representations about a specific site and would like to speak.**

Anyone wishing to speak against specific sites should rely on the Council to present their case and if they feel they can add anything they should speak to the Council.

- **Question 24 – A question was asked regarding the political context of the plans. There has been a seismic change in the planning landscape (City Deal, National Planning Practice Guidance, etc), the participant asked whether it was necessary to examine the entire plan with such a high level of scrutiny when a new plan is intended to start in 2019.**

The Inspector explained that the plan as submitted has to be examined so the examination will include the full plan period. This is not an entirely unusual situation as it is expected that any plan will be refreshed throughout its life.

- **Question 25 – The Inspector's views were sought on applications submitted before the adoption of the plan.**

The Inspector stated that she was unable to comment on this and is only in a position to examine the plan before her. Planning applications are a matter for the Councils.

- **Question 26 – The Inspector was asked if anyone can attend the hearing sessions to observe?**

The Inspector confirmed that this was the case but people will not be able to participate unless they are on the list of speakers.

- **Question 27 – A question was asked regarding the suitability of the venues to allow people to attend and hear the proceedings.**

The Inspector and the PO confirmed that the first block of hearings will be at the South Cambridgeshire District Council offices in Cambourne. The PO confirmed that she has assessed the venue and it is suitable.

- **Question 28 – The Inspector was asked whether video evidence could be submitted along with the MIQ statements.**



The Inspector advised that this would not be appropriate or necessary. The Inspector will look at sites in person and if there are certain points or features which parties would like her to see or if they feel she should visit at certain times then they can ask her to do so.

- **Question 29 – An observation was made that due to the modifications which are most likely necessary the timetable for the initial programme may need to be lengthened. It was also noted that the speaker’s clients had made representations but were not identified on the lists of participants. A question was also asked as to whether the order of the housing and employment sessions could be amended as the strategy is to provide housing for employment.**

The Inspector advised the speaker to contact the PO regarding his client’s representations. The speaker has made written comments regarding the programme which the Inspector has seen briefly but will look at in full. The Inspector is of the initial view that many of the suggested changes would not be required or incorporated. Housing may be needed to support the economy but this will be looked at as part of the session considering the objectively assessed need for housing and the Inspector was not convinced changing the order would make a significant difference. The Inspector confirmed that the hearings programme may change and interested parties are responsible for checking the website and keeping in touch with the PO. If last minute changes are made participants will be notified.

- **Question 30 – The Inspector was asked about the deadline for requesting amendments to the programme.**

The Inspector clarified that she was not inviting requests to change the programme. Individuals can comment on the programme for future blocks as they are published, but the inability of parties to attend at certain times would not result in changes to the programme. Notification of an alternative speaker would be acceptable.

9. The Inspector then invited the Councils to discuss the Memorandum of Understanding (MoU) which they had submitted prior to the hearing. The Councils explained that the MoU had been agreed by both Councils and reflects recent appeal decisions at Waterbeach and other changes of circumstance (National Planning Practice Guidance, City Deal, etc). It also envisages that the housing trajectories of the two Councils should be considered together; although the Council confirmed that this approach remained consistent with both plans. The Inspector stated that she has had a brief look and had noted that the document envisaged that major modifications would be needed. The Council confirmed that this was likely but it would be a matter for the Inspector to advise on. The Inspector added that she can only recommend modifications which make the plans sound and, as such, the Councils will need to identify the current soundness issue and explain how the modifications will overcome this. The Council confirmed that this would be addressed in their statements.

- **Question 31 – It was noted that the above discussion was an admission that the existing plan is unsound. A question was asked as to when the modifications would be published to allow time to comment. It was asked whether these can be published as the examination progresses and not in one block (there is precedent for**

**this). The speaker noted that they would like to take the modifications into account when preparing their statements.**

The Inspector encouraged the Councils to publish a rolling list of main modifications as the examination progresses. However, she stated that formal consultation on any main modifications would take place after the hearings have concluded. The modifications procedure is set out in the Guidance Notes.

- **Question 32 – It was asked when the parties would be informed if the Inspector identified a ‘showstopper’**

The Inspector confirmed that this would happen ASAP and explained that this is the reason for allowing gaps between hearing sessions.

- **Question 33 – The request for upfront knowledge of the modifications and the timetable for them in the interests of efficiency was reiterated by another speaker.**

The Inspector advised that she hoped these would be addressed in the Councils’ statements and agreed that the sooner this was done the better.

- **Question 34 – A participant advised that they were feeling disenfranchised as they had not seen the MoU and had not had chance to understand the implications of it.**

The Inspector advised that the document was already in the public domain but would be placed in the examination library over the next few days. If their representations touch on the same issues then the Inspector explained that there would still be approximately one month to read the short MoU and address it in their statements.

- **Question 35 – A plea from a local resident was made for the Inspector not to send them back to square one as a great deal of work and cooperation has been undertaken.**

The Inspector noted the request.

10. The Inspector closed the meeting by advising anyone with any further queries to contact the PO and by stressing paragraph 31 of her guidance note which explains that written representations carry equal weight to oral submissions. The Inspector thanked everyone for their attendance and the meeting closed at 16:20

## Cambridge Local Plan Examination: Witness List

The list below represents an interim list of those appearing at the examination for Cambridge City Council in respect of the Cambridge Local Plan. This list may be subject to change.

| Name                         | Title  | Topic/Matter   |
|------------------------------|--|--|
| Mrs Sara Saunders            | Planning Policy Manager                                    | <ul style="list-style-type: none"> <li>• Matters 1 – 5 and all subsequent matters</li> </ul>   |
| Ms Joanna Gilbert-Wooldridge | Principal Planning Policy Officer                          | <ul style="list-style-type: none"> <li>• Matters 1 – 5 and all subsequent matters</li> </ul>   |
| Mr Stephen Miles             | Planning Policy and Economic Development Officer           | <ul style="list-style-type: none"> <li>• Matter 3: Housing Need</li> <li>• Matter 4: Employment and Retail</li> <li>• Sites</li> <li>• Employment</li> <li>• Retail</li> <li>• University related development</li> </ul> |
| Mrs Emma Davies              | Senior Sustainability Officer (Design and Construction)    | <ul style="list-style-type: none"> <li>• Matter 1: Legal Process and requirements</li> <li>• Sustainability Appraisal</li> <li>• Sustainable Design and Construction</li> <li>• Flood Risk</li> </ul>                    |
| Mr Bruce Waller              | Senior Planning Policy Officer                             | <ul style="list-style-type: none"> <li>• Open Space</li> <li>• Community and leisure facilities</li> <li>• Hotels</li> <li>• Public houses</li> <li>• Sites</li> </ul>   |
| Miss Frances Schulz          | Planning Policy Officer                                    | <ul style="list-style-type: none"> <li>• Housing delivery</li> <li>• Transport</li> <li>• Monitoring</li> </ul>  |
| Mr Julian Sykes              | Urban Extensions Project Manager                           | <ul style="list-style-type: none"> <li>• Sites</li> </ul>  |
| Mr Alan Carter               | Head of Strategic Housing                                  | <ul style="list-style-type: none"> <li>• Housing</li> </ul>  |
| Ms Helen Reed                | Housing Strategy Manager                                   | <ul style="list-style-type: none"> <li>• Housing</li> </ul>  |
| Mr Stephen Hills             | Director of Housing, South Cambridgeshire District Council | <ul style="list-style-type: none"> <li>• Gypsy and Travellers</li> </ul>   |
| Mr Glen Richardson           | Urban Design and Conservation Manager                      | <ul style="list-style-type: none"> <li>• Sites</li> <li>• Urban design</li> <li>• Historic environment</li> </ul>  |
| Ms Sharon Brown              | New Neighbourhoods Development Manager                     | <ul style="list-style-type: none"> <li>• Sites</li> </ul>  |

|                       |  |  |
|-----------------------|--|--|
| Ms Dinah Foley-Norman | Principal Landscape Architect  | <ul style="list-style-type: none"> <li>• Matter 2: Overall Spatial Vision and general issues</li> <li>• Green Belt and landscape character</li> </ul>                                  |
| Mr Jonathan Brookes   | Principal Urban Designer   | <ul style="list-style-type: none"> <li>• Urban design</li> </ul>   |
| Mr Christian Brady    | Principal Conservation and Design Officer                                    | <ul style="list-style-type: none"> <li>• Historic environment</li> </ul>   |
| Mr John Williamson    | Manager, Cambridgeshire and Peterborough Joint Strategic Planning Unit       | <ul style="list-style-type: none"> <li>• Matter 2: Overall Spatial Vision and general issues</li> <li>• Matter 3: Housing Need</li> <li>• Matter 4: Employment and Retail</li> </ul>   |
| Mrs Rebecca Roebuck   | Research Manager (Economy), Cambridgeshire County Council                    | <ul style="list-style-type: none"> <li>• Matter 3: Housing Need</li> <li>• Matter 4: Employment and Retail</li> </ul>  |
| Mr Matthew Bowles     | Transport and Infrastructure Officer, Cambridgeshire County Council          | <ul style="list-style-type: none"> <li>• Transport</li> </ul>  |
| Mr Jeremy Smith       | Transport and Infrastructure Strategy Manager, Cambridgeshire County Council | <ul style="list-style-type: none"> <li>• Transport</li> <li>• Matter 2: Overall Spatial Vision and general issues</li> <li>• Matter 5: Infrastructure/Monitoring/ Viability</li> </ul> |
| Mr Simon Bunn         | Consultant   | <ul style="list-style-type: none"> <li>• Flood risk</li> </ul>   |
| Mr Jo Dicks           | Principal Scientific Officer   | <ul style="list-style-type: none"> <li>• Environmental health</li> </ul>   |
| Ms Clare Rankin       | Cycling and Walking Officer  | <ul style="list-style-type: none"> <li>• Transport</li> </ul>  |
| Mr Guy Belcher        | Nature Conservation Projects Officer   | <ul style="list-style-type: none"> <li>• Open space</li> </ul>   |

## South Cambridgeshire Local Plan Examination: Witness List

The list below represents an interim list of those appearing at the examination for South Cambridgeshire District Council in respect of the South Cambridgeshire Local Plan. This list may be subject to change.

| Name                 | Title                             | Topic/Matter   |
|----------------------|-----------------------------------|--|
| Mrs Caroline Hunt    | Planning Policy Manager           | <ul style="list-style-type: none"> <li>• Matter 1: Legal and Process Requirements</li> <li>• Matter 2: Overall Spatial Vision and general issues</li> <li>• Matter 3: Housing need</li> <li>• Matter 4: Employment and Retail</li> <li>• Matter 5: Infrastructure/Monitoring/ Viability</li> <li>• All subsequent matters</li> </ul> |
| Mr Jonathan Dixon    | Principal Planning Policy Officer | <ul style="list-style-type: none"> <li>• Matter 1: Legal and Process Requirements</li> <li>• Matter 2: Overall Spatial Vision and general issues</li> <li>• Matter 3: Housing need</li> <li>• Matter 4: Employment and Retail</li> <li>• Matter 5: Infrastructure/Monitoring/ Viability</li> <li>• All subsequent matters</li> </ul> |
| Mr David Roberts     | Principal Planning Policy Officer | <ul style="list-style-type: none"> <li>• Matter 1: Legal and Process Requirements</li> <li>• Matter 2: Overall Spatial Vision and general issues</li> <li>• Matter 3: Housing need</li> <li>• Matter 4: Employment and Retail</li> <li>• Matter 5: Infrastructure/Monitoring/ Viability</li> <li>• All subsequent matters</li> </ul> |
| Ms Alison Talkington | Senior Planning Officer           | <ul style="list-style-type: none"> <li>• Communities</li> <li>• Natural and Historic Environment</li> <li>• Sites</li> </ul>   |
| Mrs Claire Spencer   | Senior Planning Officer           | <ul style="list-style-type: none"> <li>• Design</li> <li>• Transport</li> <li>• Sites</li> </ul>   |

| <b>Name</b>           | <b>Title</b>   | <b>Topic/Matter</b>  |
|-----------------------|--|--|
| Miss Jenny Nuttycombe | Senior Planning Officer  | <ul style="list-style-type: none"> <li>• Climate change</li> <li>• Sites</li> <li>• Housing delivery</li> </ul>  |
| Mr David Hamilton     | Landscape Design Officer   | <ul style="list-style-type: none"> <li>• Landscape</li> </ul>  |
| Mr Rob Mungovan       | Ecology Officer  | <ul style="list-style-type: none"> <li>• Ecology</li> </ul>  |
| Mr Ian Howes          | Principal Urban Designer   | <ul style="list-style-type: none"> <li>• Urban Design</li> </ul>   |
| Ms Bonnie Kwok        | Lead Urban Design Project Coordinator                                  | <ul style="list-style-type: none"> <li>• Urban Design</li> </ul>   |
| Mr Greg Kearney       | Environmental Health Officer (Planning Specialist)                     | <ul style="list-style-type: none"> <li>• Environmental Health</li> </ul>   |
| Mr James Fisher       | S106 Officer   | <ul style="list-style-type: none"> <li>• Matter 5: Infrastructure/ Monitoring/Viability</li> </ul>   |
| Mrs Jane Green        | Head of New Communities  | <ul style="list-style-type: none"> <li>• Strategic Sites</li> </ul>  |
| Ms Lois Bowser        | Northstowe Joint Team Leader   | <ul style="list-style-type: none"> <li>• Strategic Sites</li> </ul>  |
| Mr Paul Mumford       | Team Leader - New Communities  | <ul style="list-style-type: none"> <li>• Strategic Sites</li> </ul>  |
| Mr Pat Matthews       | Drainage Manager   | <ul style="list-style-type: none"> <li>• Flood risk</li> </ul>   |
| Mr Stephen Hills      | Director of Housing  | <ul style="list-style-type: none"> <li>• Affordable Housing</li> <li>• Gypsies &amp; Travellers</li> </ul>   |
| Mrs Julie Fletcher    | Housing Performance Team Leader  | <ul style="list-style-type: none"> <li>• Affordable Housing</li> <li>• Gypsies &amp; Travellers</li> </ul>   |
| Mrs Schuyler Newstead | Head of Housing Strategy & Development                                 | <ul style="list-style-type: none"> <li>• Affordable Housing</li> <li>• Gypsies &amp; Travellers</li> </ul>   |
| Ms Dinah Foley-Norman | Principal Landscape Architect  | <ul style="list-style-type: none"> <li>• Matter 2: Overall Spatial Vision and general issues</li> <li>• Green Belt and landscape character</li> </ul>                                |
| Mr John Williamson    | Manager, Cambridgeshire and Peterborough Joint Strategic Planning Unit | <ul style="list-style-type: none"> <li>• Matter 3: Housing Need</li> <li>• Matter 4: Employment and Retail</li> </ul>  |
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| Mr Matthew Bowles     | Transport and Infrastructure Officer, Cambridgeshire County Council    | <ul style="list-style-type: none"> <li>• Transport</li> </ul>  |

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|-----------------|---|---|
| Mr Jeremy Smith | Transport and Infrastructure Strategy Manager,<br>Cambridgeshire County Council | <ul style="list-style-type: none"><li>• Transport</li><li>• Matter 2: Overall Spatial Vision and general issues</li><li>• Matter 5: Infrastructure/Monitoring/Viability</li></ul> |





**Local Plan Examinations**  
**Cambridge City and South Cambridgeshire**

**Matters and Issues for joint hearing sessions**

Please note that this document should be regarded as an early draft of matters and issues which will be dealt with in the first block of hearing sessions. The document will be refined in the light of further work to be undertaken by the Inspectors and following discussion at the PHM.

In the first block of hearings, the Inspectors will be considering legal requirements and the overarching spatial strategy as well as seeking to establish whether development needs have been adequately identified. Issues of whether identified needs are likely to be met and whether the most appropriate locations have been chosen will be considered at hearings in the second and subsequent blocks of hearings.

**Matter 1. Legal Process and Requirements**

- a. Have the Local Plans been prepared in accordance with the relevant Local Development Schemes?
- b. Have the Local Plans been prepared in compliance with the relevant Statement of Community Involvement?
- c. Have the Local Plans had regard to the Sustainable Community Strategies?
- d. Have the Local Plans been subject to adequate Sustainability Appraisal in compliance with the SEA Directive
- e. Have the Local Plans been prepared in accordance with the Habitat Directive?
- f. Have all the procedural requirements for publicity been met?
- g. Have the Councils submitted robust evidence to demonstrate that they have met the duty to co-operate?

**Matter 2. Overall Spatial vision and general issues**

- a. Is the overarching development strategy, expressed as the preferred sequential approach for new development, soundly based and will it deliver sustainable development in accordance with the policies of the National Planning Policy Framework?
- b. Is it clear what other strategic options were considered and why they were dismissed?
- c. Are the Plans founded on a robust and credible evidence base?

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**Matter 3. Housing need**

- a. Do the figures of 14,000 new homes (Cambridge City) and 19,000 new homes (South Cambridgeshire) reflect a robust assessment of the full needs for market and affordable housing, as required by the Framework (paragraphs 47 and 159)?
- b. Is the methodology used consistent with the advice in Planning Practice Guidance? (Where technical matters are in dispute, the Inspector will expect the Councils and relevant representatives to provide a statement of common ground so as to narrow and/or clarify areas of agreement and dispute. This will enable the examination hearings to focus on the implications of such matters rather than the underlying technical data.)

**Matter 4. Employment and Retail**

- a. Is the forecast growth of net additional jobs (22,100 for Cambridge City and 22,000 for South Cambridgeshire District) based on a clear understanding of business need and a robust evidence base?
- b. Does the evidence base supporting employment and retail policies meet the requirements of Planning Practice Guidance?
- c. Will the proposed amounts of land for economic development uses meet the needs for all foreseeable types of economic development?
- d. Do the Plans accurately identify the likely requirements for new retail development (convenience and comparison goods over the Plan period)?

**Matter 5. Infrastructure/Monitoring/Viability**

- a. Do the Plans clearly identify the essential elements of infrastructure needed to deliver development as proposed?
- b. How will these be funded and delivered in a coordinated manner?
- c. Is there evidence that the combined requirements for developer contributions and/or CIL will not render development unviable (paragraph 173 of the Framework)?
- d. Is it clear how the Plans will be monitored. Are targets identified and is it clear what action will be taken if targets are not met?

# **LOCAL PLAN EXAMINATIONS**

## **CAMBRIDGE CITY and SOUTH CAMBRIDGESHIRE**

### **HEARINGS PROGRAMME Version 2**

**19 September 2014**

## LOCAL PLAN EXAMINATIONS

### CAMBRIDGE CITY and SOUTH CAMBRIDGESHIRE

**Venue:** The venues for the hearing sessions will be indicated on each page of the hearings programme. The Examination will sit from 10.00 am to approximately 5.00 pm (unless indicated otherwise in the Programme), with a break for lunch at about 1.00 pm. The afternoon sessions will start at 2.00 pm unless otherwise indicated.

**Agents:** Names of agents or other representatives are shown in brackets.

#### Statement deadlines:

**The Statement deadline date for each week is clearly shown at the top of each week of hearings. Participants in the hearings are reminded that their Statement for a particular hearing session must be submitted to the Programme Officer at the very latest by midday on the deadline day.**

#### Statements:

You are reminded that **four** paper copies of all documents are required for the Examination, A4 size (or folded to A4 size), **all** clearly marked with the Matter Number and Personal Reference at the top right-hand corner of the first page. Please also show the Representor's name. Please include page numbers in all documents, including appendices. The addresses for submission of paper copies can be found below. **In addition, please supply an electronic version of your submissions.** Full information concerning format of statements is in the Guidance Notes which have been provided to all representors.

**If you have any queries – please contact the Programme Officer, Gloria Alexander, on 07803 202578, or as follows:**

**Cambridge City Local Plan – [programme.officer@cambridge.gov.uk](mailto:programme.officer@cambridge.gov.uk)**

**Public Examinations Office, The Guildhall, Market Square, Cambridge, CB2 3QJ**

**South Cambridgeshire Local Plan – [programme.officer@scambs.gov.uk](mailto:programme.officer@scambs.gov.uk)**

**Public Examination Office, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridgeshire, CB23 6EA**

**The Examinations Programme is regularly updated. Please ensure you check the latest position if you wish to attend to observe a particular hearing by viewing it on the websites at:**

**<https://www.cambridge.gov.uk/local-plan-review-examination>**

**<https://www.scambs.gov.uk/local-plan-examination>**

**or by contacting the Programme Officer.**

## **STATEMENT DEADLINES**

**The statement deadline date for each week is clearly shown at the top of each week of hearings. Failure to comply with the deadline may jeopardise the timetable for the Examination and therefore result in that representor's appearance being cancelled and considered by the Inspector as a written representation.**

**Please check the date(s) of the hearing(s) in which you are participating and note that the absolute deadline for **receipt of the paper copies** of your Statement is no later than midday on the deadline day. Please ensure an electronic copy is also submitted on the same day. Delivery address details are on page 2 of this hearings programme.**

## **HEARINGS**

**Please remind yourself of the Inspector's guidance concerning the format of hearings at this Examination, contained in the Guidance Notes and in the Notes of the Pre-Hearing Meeting.**

**PLEASE NOTE: STATEMENT DEADLINE FOR THIS WEEK'S HEARINGS IS MIDDAY ON MONDAY 13 OCTOBER 2014**

**For details of participants at each hearing and relevant representation numbers see end of Programme**

| <b>BLOCK 1<br/>WEEK 1</b>             | <b>10.00 am<br/>Council Chamber, South Cambs DC</b>   | <b>2.00 pm<br/>Council Chamber, South Cambs DC</b> |
|---------------------------------------|---|--|
| Tuesday<br>4 Nov 2014<br>Day 1        | <b>OPENING SESSION</b><br><br><b>Joint Session: MATTER 1 – Legal Process and Requirements</b> | <b>Joint Session: MATTER 1 – Continuation</b>      |
| Wednesday<br>5 November 2014<br>Day 2 | <b>Joint Session: MATTER 2 - Overall Spatial Vision and General Issues</b>                    | <b>Joint Session: MATTER 2 - Continuation</b>      |
| Thursday<br>6 November 2014<br>Day 3  | <b>Joint Session: MATTER 2 - Continuation</b>   | <b>Joint Session: MATTER 2 - Continuation</b>      |
| Friday<br>7 November 2014             |   |  |

**PLEASE NOTE: STATEMENT DEADLINE FOR THIS WEEK'S  
HEARINGS IS MIDDAY ON MONDAY 13 OCTOBER 2014**

**For details of participants at each hearing and relevant  
representation numbers see end of Programme**

| <b>BLOCK 1<br/>WEEK 2</b>                 | <b>10.00 am<br/>Council Chamber, South Cambs DC</b>                                     | <b>2.00 pm<br/>Council Chamber, South Cambs DC</b> |
|---|---|--|
| Tuesday<br>11 November<br>2014<br>Day 4   | <b>Joint Session: MATTER 3 -<br/>Housing Need</b>                                       | <b>Joint Session: MATTER 3 -<br/>Continuation</b>  |
| Wednesday<br>12 November<br>2014<br>Day 5 | <b>Joint Session: MATTER 3 -<br/>Continuation</b>                                       | <b>Joint Session: MATTER 3 -<br/>Continuation</b>  |
| Thursday<br>13 November<br>2014           | <b>Reserved should there be<br/>unfinished business from the<br/>previous hearings.</b> |  |
| Friday<br>14 November<br>2014             |   |  |

**PLEASE NOTE: STATEMENT DEADLINE FOR THIS WEEK'S HEARINGS IS MIDDAY ON MONDAY 13 OCTOBER 2014**

**For details of participants at each hearing and relevant representation numbers see end of Programme**

| <b>BLOCK 1<br/>WEEK 3</b>        | <b>10.00 am<br/>Council Chamber, South Cambs DC</b>                           | <b>2.00 pm<br/>Council Chamber, South Cambs DC</b> |
|----------------------------------|---|--|
| Tuesday<br>18 November<br>2014   | <b>Joint Session: MATTER 4 -<br/>Employment and Retail</b>                    | <b>Joint Session: MATTER 4 -<br/>Continuation</b>  |
| Wednesday<br>19 November<br>2014 | <b>Joint Session: MATTER 5 -<br/>Infrastructure/Monitoring/<br/>Viability</b> | <b>Joint Session: MATTER 5 -<br/>Continuation</b>  |
| Thursday                         |   |  |
| Friday                           |   |  |



## LOCAL PLAN EXAMINATIONS Participants at hearings

*(The number in brackets after the representor name is the Personal ID, the numbers to the right-hand side of the page are the relevant representation numbers. Agents names are shown in brackets)*

### MATTER 1 LEGAL PROCESS AND REQUIREMENTS

|  |              |
|--|--------------|
| CCC  |              |
| Jeremy Jones (3747)                                  | 27158        |
| Home Builders Federation (1130)                      | 27977        |
| Commercial Estates Grp (5423) (N Lichfield & Ptnrs)  | 28102        |
| Pigeon Land (20801) (Mike Carpenter)                 | 27654        |
| SCDC   |              |
| Histon & Impington Village Action Group(20061)       | 58710        |
| Pigeon Land (Karen Beech) (20801)                    | 59498, 59507 |
| Dr K J Everitt 21788)                                | 61781        |
| Martin Grant Homes/Harcourt Devs (21709) (Savills)   | 61580        |
| Commercial Estates Grp (17653) (N Lichfield & Ptnrs) | 60930        |

### MATTER 2 OVERALL SPATIAL VISION AND GENERAL ISSUES

|  |                     |
|--|---------------------|
| CCC  |                     |
| John Preston (5295)  | 27303               |
| Pigeon Land (20801) (Mike Carpenter)                                       | 27525, 27586, 27595 |
| North Barton Rd Landowners Grp (5336) (Januarys)                           | 27519               |
| Jeremy Jones (3747)  | 27136, 27163        |
| The Quay Estate (2918) (Carter Jonas)                                      | 27995               |
| Commercial Estates Grp (5423) (N Lichfield & Ptnrs)                        | 28076               |
| SCDC   |                     |
| Cllr Alison Elcox (21634)  | 61239, 61241        |
| Grace Everson (20781)  | 58594               |
| Dr Tumi Hawkins (15947)  | 60976               |
| Robin Pellew (16004)   | 58036, 58061        |
| Cambridge Past Present Future (20942)                                      | 58865, 58867, 58882 |
| Histon & Impington Village Action Group(20061)                             | 58715               |
| Grosvenor Devs/Wrenbridge (21321) (Savills)                                | 59848               |
| Martin Grant Homes/Harcourt Devs (21709) (Savills)                         | 61580,61586         |
| North Barton Rd Landowners Grp (21302)(Januarys)                           | 59577, 59592        |
| Fairfield Partnership (1431) (JB Planning Ass)                             | 60503               |
| Harrow Estates (3111) (Pegasus PI Grp)                                     | 60518               |
| Bloor Homes Eastern (16420) (Pegasus PI Grp)                               | 61905               |
| The Howard Group(19941) (Shrimplin Brown PI)                               | 61321, 61322, 61323 |
| Barratt Eastern/NWCambridge Consortium of<br>Landowners (17788) (Bidwells) | 59437               |
| Pigeon Land (Karen Beech) (20801)  | 59767               |
| Bidwells (17324)   | 59812               |
| RLW Estates/Defence Infrastructure Org (18277)<br>(Boyer Planning)         | 60352               |
| Home Builders Federation (15801)   | 60410               |
| MCA Developments (3652) (Barton Willmore)                                  | 60593               |
| Gt Shelford Ten Acres Ltd (8948) (Bidwells)                                | 60630               |
| Commercial Estates Grp (17653) (N Lichfield & Ptnrs)                       | 60875,60927         |

Local Plan Examinations  
Cambridge City and South Cambridgeshire

**MATTER 3 HOUSING NEED**

CCC

|   |              |
|---|--------------|
| Jeremy Jones (3747)   | 27136, 27160 |
| Home Builders Federation (1130)                                   | 27975        |
| Anglia Ruskin University (2376) (Savills)                         | 26639        |
| Cambridge Past Present Future (1801)                              | 26798        |
| St John's College (689) (Savills)                                 | 27964, 27976 |
| Grosvenor Devs/Wrenbridge (4053)                                  | 27129        |
| North Barton Rd Landowners Grp (21302)(Januarys)                  | 27526        |
| Pigeon Land (Mike Carpenter) (20801)                              | 27621        |
| RLW Estates/Defence Infrastructure Org (5349)<br>(Boyer Planning) | 27657        |
| Commercial Estates Grp (5423) (N Lichfield & Ptnrs)               | 28081        |

SCDC

|   |                            |
|---|----------------------------|
| RLW Estates/Defence Infrastructure Org (18277)<br>(Boyer Planning)          | 60321, 60346               |
| Cambridge Past Present Future (20942)                                       | 58877                      |
| Pembroke College/Balaam Family (21173) (Bidwells)                           | 58963                      |
| Barratt Eastern/NW Cambridge Consortium of<br>Landowners (17788) (Bidwells) | 59433                      |
| North Barton Rd Landowners Grp (21302)(Januarys)                            | 59587                      |
| Countryside Props (21303) (Savills)   | 59672                      |
| Endurance Estates (19174) (Bidwells)  | 59692, 59872               |
| Partners in Planning Ltd (2359)   | 60001                      |
| Grosvenor Devs/Wrenbridge (21321) (Savills)                                 | 59786                      |
| Bidwells (17324)  | 59788                      |
| MCA Developments (3652) (Barton Willmore)                                   | 60575                      |
| Dr Tumi Hawkins (15947)   | 60954                      |
| Brig. William Hurrell (17808) (Bidwells)                                    | 58974                      |
| Messrs Sheldrick (17544) (Bidwells)   | 59603                      |
| Peter Stroude (2705) (Philips Planning)                                     | 61444, 61450               |
| Martin Grant Homes/Harcourt Devs (21709)(Savills)                           | 61591                      |
| Bloor Homes Eastern (16420)(Pegasus Planning)                               | 61906                      |
| Spicers (19153) (Bidwells)  | 58824, 58829               |
| Pigeon Land (Karen Beech) (20801)   | 59716, 59723, 59735, 59741 |
| Home Builders Federation(15801)   | 60409                      |
| Fairfield Partnership(1431)   | 60508, 60501               |
| Harrow Estates (3111)   | 60519                      |
| Gt Shelford Ten Acres Ltd(8948)(Bidwells)                                   | 60631                      |
| Commercial Estates Grp (17653) (N Lichfield & Ptnrs)                        | 60874                      |

**MATTER 4 EMPLOYMENT AND RETAIL**

CCC

|  |              |
|--|--------------|
| Grand Arcade Partnership(5422)(Drivers Jonas Deloitte) | 28070, 28073 |
| Cambridge Past Present Future (1801)                   | 26796        |
| Cambridge Assessment (5305) (Januarys)                 | 27330        |
| Pigeon Land (5102) (Mike Carpenter)                    | 27604        |
| The Quay Estate (2918) (Carter Jonas)                  | 27992        |
| Commercial Estates Grp (5423) (N Lichfield & Ptnrs)    | 28077        |
| M&G Real Estate/Prudential (5212) (GL Hearn)           | 26788        |
| Aberdeen Asset Management(5411) (Deloitte)             | 27951        |
| Orchard Street Investment (3871) (N Lichfield & Ptnrs) | 28108        |

SCDC

|  |                            |
|--|----------------------------|
| Pigeon Land (Karen Beech) (20801)                    | 59580, 59575, 59584, 59588 |
| Fairfield Partnership (1431) (JB Planning Ass)       | 60502, 60509               |
| Countryside Properties (21303) (Savills)             | 59672                      |
| GrosvenorDevs/Wrenbridge (21321) (Savills)           | 59786                      |
| MCA Developments (3652) (Barton Willmore)            | 60575                      |
| Commercial Estates Grp (17653) (N Lichfield & Ptnrs) | 60874                      |
| Dr Tumi Hawkins (15947)                              | 60954                      |
| Martin Grant Homes/Harcourt (21709) (Savills)        | 61591                      |
| The Howard Group (19941) (Shrimplin Brown Planning)  | 61326                      |

**MATTER 5 INFRASTRUCTURE/MONITORING/VIABILITY**

CCC

|   |       |
|---|-------|
| Cambridgeshire County Council (1554)                  | 27274 |
| Pigeon Land (5102) (Mike Carpenter)                   | 27628 |
| Cambridge Past Present Future (1801)                  | 26834 |
| Commercial Estates Group (5423) (N Lichfield & Ptnrs) | 28101 |
| Berkeley Homes (5362) (Boyer Planning)                | 27721 |
| Aberdeen Asset Management (5411) (Deloitte LLP)       | 27965 |

SCDC

|   |              |
|---|--------------|
| Brig. & Mrs P Williams (17962)                      | 57607        |
| Pigeon Land (Karen Beech) (20801)                   | 59925        |
| North Barton Rd Landowners Grp (21302)(Januarys)    | 59595        |
| Commercial Estates Grp (17653)(N Lichfield & Ptnrs) | 60928, 60929 |
| Bloor Homes Eastern (16420) (Pegasus Planning)      | 61918        |
| Marshall of Cambridge (664)                         | 58163        |