

**Cambridgeshire Horizons Board
Minutes from the Meeting held on
Thursday 24th September 2009
Swansley Rooms, South Cambridgeshire District Council, Cambourne**

BOARD MEMBERS PRESENT:

Sir David Trippier (Chair) (SDT)	Cambridgeshire Horizons
Cllr Dr David Bard (DB)	South Cambridgeshire District Council
Cllr Ian Bates (IB)	Huntingdonshire District Council
Cllr Jill Tuck (JT)	Cambridgeshire County Council
Cllr Fred Brown (FB)	East Cambridgeshire District Council
Cllr Sian Reid (SR)	Cambridge City Council
Cllr Alan Melton (AM)	Fenland District Council
John Bridge (JB)	Cambridgeshire Chamber of Commerce
John Dix (JD)	Greater Cambridge Partnership
Steve Cox (SC)	EEDA
Nigel Howlett (NH)	Housing Association Representative
Alex Plant (AP)	Cambridgeshire Horizons
Steve Collins (SC)	Homes & Communities Agency (HCA) (Sub)
Stephen Graves (SG)	Addenbrookes Hospital (Sub)

ALSO IN ATTENDANCE:

Mark Lloyd (ML)	Company Secretary
Sue Beecroft (SBee)	Cambridgeshire Horizons
Laura Halstead (LH)	Cambridgeshire Horizons
John Onslow (JO)	Cambridgeshire Horizons
Gwyn Drake (GD)	Highways Agency
Gill Barker (Minutes) (GDB)	Cambridgeshire Horizons
Ivan Matthews (IM)	Cambridgeshire Horizons
Sheryl French (SF)	Cambridgeshire Horizons

APOLOGIES:

Steve Sillery (SS)	Developers' Representative
John Williamson (JW)	Go-East
Simon Bishop (SB)	Homes & Communities Agency (HCA)
Chris Banks (CB)	Cambridgeshire PCT
Dr Gareth Goodier (GG)	Addenbrookes Hospital

1. Welcome and Introductions

SDT welcomed all to the meeting with apologies noted as above. He then reported on a letter of resignation received from John Williamson of Go East, nominating Tim Freathy as his replacement. SDT will pass on this Board's thanks to John for his past commitment. Unfortunately Tim Freathy was not available to attend this meeting. SDT was also aware that Simon Bishop is about to formally resign from the Board, nominating Steve Collins as his replacement, who was present for this meeting.

2. Declarations of Interest

JT – Item 14 – occasional builder of houses;
NH – Item 8 – Horizons landlord.

3. Minutes of 30th June, 2009 and Matters Arising

SR reported - on Page 6 - A14 - although Minutes not incorrect, they should reflect that Cambridge City Council holds a minority view regarding the A14.

The minutes were agreed, subject to the above.

4. Minutes of the Audit & Risk Management (ARM) Committee of 3rd September 2009

The Minutes were noted.

JB drew attention to the following points:

- The Auditors letter had been very positive, particularly in regard to the new Financial Manager at Horizons, Ivan Matthews. The ARM Committee wished to extend their thanks to him;
- The Strategic Risk Register - ARM recommended a quarterly cycle for this document, in line with Main Board. All other meetings between Board meetings to receive last updated copy, with an Exception Report highlighting any major changes.

This was noted by the meeting.

5. Minutes from the Joint Strategic Growth Implementation Committee Meetings of 15th July and 9th September, 2009

15th July 2009 - Noted;

9th September 2009 - Noted.

6. Minutes from the Growth Partnership Board meeting of 2nd September 2009

The Minutes were noted.

7. Company Secretary's Report

The report was circulated. ML noted that the Annual Return had been lodged with Companies House.

Resignations noted above would be processed and reported at the

ML

next meeting.

8. Annual Report and Financial Statement to 31st March 2009

JB noted the covering report circulated with the Annual Report. This covered items raised by ARM and were now signed off.

JB recommended the Annual Report and Financial Statements be approved by the meeting.

Agreed:

The Annual Report and Financial Statement for the year ended 31st March 2009 were duly approved.

9. Progress Report

a) Update on Housing targets

SBee's report had been circulated.

Main Points:

- During 2008/09 2,810 houses completed against a target of 2,344;
- April to June 2009 there were 287 completions on larger sites;
- Target for 2010/11 due for review, current target is 3200;
- 900 Affordable Homes (AH) were secured, this number includes 100 brought about by 'public funded open market Home-Buy', which has since been ended;
- If we do secure a revision to NI154, this should equate to an equivalent change to NI155 also;
- CCC produce a countywide Annual Monitoring Return (AMR), the graph on page 7 of the report comes from this, and shows the disparity between actual completions, starts on site and future targets;
- In December, AMR's will be by districts and should be available in time for the next meeting;

Discussion:

- Concern expressed regarding the graph on page 7, from the CCC AMR Report, noting the drop in starts compared to projected future completions;
- Noted that updates to AMR's need to be realistic, and districts need to show what can actually be achieved. There could also be shown some Risk Assessment around these projections;
- Non key indicators, last page of report, doubtful in relation to growth. Noted that Horizons Board is responsible for the Managing Growth theme and therefore is required to note this information, though largely a matter for the Housing Board;
- No targets are set for non-key indicators;

Agreed:

Individual districts to update AMR's and advise on realistic targets for 2010/11 on housing in their own areas, for SBee in time to put in the next Housing Update;

All

b) Major developments and infrastructure:

JO's report had been previously circulated.

Main Points:

- HCA Kickstart funding, Round 1 had been disappointing with only one site in Cambridgeshire achieving funding.

- Letter to HCA, from CEO of Horizons and Chair of Sub Regional Housing Board expressing concerns, and suggesting a 'single conversation' in Round 2;
- Funding for infrastructure cut in line with HGF cuts;
- Major Sites:
- Under 2.1.1 - Agreement in principle regarding Trumpington Meadows had been achieved, utilising Flexible Fund element of HGF;
- Less successful with Clay Farm/Glebe Farm site - all offers having been declined by Countryside. This means the Appeal will start on 28th September;
- Under 2.2.1 - North West Cambridge (NWC) - The Inspector's report has identified the NIAB Extra site, 1100 dwellings, and the University development as 3,000 houses and 2,000 student accommodation;
- 2.6.1 - Northstowe - Current position unchanged;
- 2.8 - Market Towns and 3.2 Strategic Infrastructure as per report.

Discussion:

- NWC - Noted that the Inspectors report regarding Climate Change and Sustainable Design had been impressed with a 'ground breaking but achievable' policy. This should be reflected accurately;
- Noted that the Transport Innovation Fund (TIF) recommendation was before CCC Cabinet.

Agreed:

To add, under section 2.2.2 NWC, in relation to the Inspectors Report regarding Climate Change and Sustainable Design, the words 'ground breaking but achievable'.

JO

GD's paper regarding the A14 was reviewed. He noted that the Draft Orders were to be published during the Autumn.

10. Cambridge East Relocation Progress

AP noted that discussion were ongoing between the local authorities, Marshalls and Defence Estates. CCC were required to submit evidence to the Regional Assembly's RSS Review by 24th November 2009.

A statement from Marshalls was also attached outlining Waterbeach and Wyton as the options being reviewed. Dialogue is continuing.

Discussion:

SDT noted that the Marshall statement had come to Board, and was clearly in the public part of the meeting;

Query whether there would be a 'joint' response to the RSS Review. AP noted that the formal response would be required from CCC but that all local authorities will have prior input.

11. HGF Funding Cuts

JO's report had been circulated. SDT noted that the proposal to cut HGF funding had not been made public until after the last Board meeting. It was further noted that a meeting between all local MP's and the Minister, John Healey, had been requested, the date for this

yet to be announced.
Consultation on the proposed cut to funding was still awaited.

Agreed:

The report was considered and the recommendations endorsed with no alteration.

12. Coordinating economic downturn plans

AP reported that this item had been requested by the Cambridgeshire Public Service Board (CPSB), who had asked Horizons and other partners to ensure that we are all working together, sharpening our lobbying position. We have been liaising with GCP in particular on this, ensuring we have effective means of exchanging data so that we could accurately assess the whole picture, including the key economic indicators.

Discussion:

Query as to whether the number of people on local authority Housing Lists was taken into account? AP noted that this information was available and currently showed a worsening situation in the county.

Agreed:

Main Board to be provided with Waiting List data at future meetings.

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13. Cambridgeshire Together Report

JO's cover paper and DB's Cambridgeshire Together (CT) Board Report were circulated. DB noted the following:

Housing Targets had been discussed under Item 9, but he drew attention to Point 3.4 in the CT report specifically relating to Gypsies and Travellers sites, which were to be included within the Housing Targets in future;

Noted that the Making Cambridgeshire Count initiative was about to commence.

14. Investment Package Update

AP's report, and Draft 16 of the Integrated Development Programme (IDP) had been circulated. AP noted the following:

- This had last come to Main Board in March;
- The Variable Rate Tariff/Community Infrastructure Levy(CIL) proposals were reliant on the IDP;
- Under 2.2, all local authorities had been involved throughout this process, and an Issues Log had been kept, a copy of which had been circulated;
- Necessarily, this document is still quite 'meaty' as it looks at Cambridgeshire in the round;
- A Steering Group has met regularly, and has taken the view that CIL will most likely be introduced in April 2010 and Cambridgeshire will be an 'early adopter', as a pilot;
- Consultation on the CIL Regulations has begun, with Horizons co-ordinating a response countywide. This response will need to go to CLG by 23rd October;
- Affordable Housing issues in the document require more work;
- Paragraph 5 of the report shows the process for the IDP. This document forms part of the evidence base for CIL. Current drafts will now go through each local authority process for endorsement, and will return to Main Board in December for

sign off;

Discussion:

- General agreement that this type of work is long overdue;
- Concern regarding the handling of cross border issues. Noted that once other counties take this on, this issue will diminish;
- Concern expressed regarding the timetable for this work. Noted but was achievable;
- Page 13 sets out sub-regional project. To ensure endorsement by local authorities the mid tier requires more work;
- Noted that finance for A14 upgrade, agreed some time ago, will come from separate pot;
- Health Authority now receives funding with greater clarity, enabling contributions on a 'per house' basis for hospital beds;
- Query regarding Question 51 in Appx 2 – Consultation through Charity purposes for AH – noted that not all AH was charitably based;

Agreed:

- IDP has to refer to the status of the A14, formulating different approaches to different categories of infrastructure;
- Document itself to focus on the sub-region, being realistic;
- Must be a document capable of being agreed by all;
- Must also be a living document as priorities will change over time.

15. Quality of Life Implementation

SF's report had been circulated previously. SF gave an overview by way of a presentation.

Main Points:

- Cambridgeshire Together is committed as part of the LAA to reduce the per capita CO2 emissions by 11% by March 2011.
- The Growth Partnership has a role to contribute to this target and support CO2 reductions.
- The Carbon Appraisal of the LTDP (June 2008, ESD) identified that new homes and public buildings should be built to zero carbon standards and that the growth agenda should help to facilitate energy efficiency in existing housing stock
- Approximately 40 new public buildings across the public sector (Health, Education, Community) may be built before mandatory standards for zero carbon are introduced in 2016 and 2019.
- With new policy mechanisms such as the Carbon Reduction Commitment and incentives for generating renewable heat and power is it cost advantageous to invest in zero carbon public buildings before mandatory standards to save in the longer term?
- HGF 2008-11 has invested in £1.65 million in developing low carbon energy infrastructure.

Discussion:

- Noted that the relevant Dept. of Health research team was based at Fulbourn, SG to provide contact details. From PCT's view, of providing for Community Health Buildings, a better understanding was required of cost – v – revenue benefits of

SG

going beyond BREAM and identified at Appx A, should include community health buildings. Addenbrookes would welcome working together with partners on the cost benefits;

- Noted regarding possibility of private investment, and this now on hold. Why? Reported that investment primarily for Northstowe and project currently on hold, but needs to progress;
- Cost of adaptation of existing buildings proving heavier than creating new ones to standard;
- LAA target of 11% reduction – Horizons setting the agenda here, demonstrating that this can be achieved;
- Local targets in place also, and a linked approach was essential.

Agreed:

The meeting agreed to the recommendations:

- To progress the carbon offset fund as the priority investment for the £100K HGF revenue funding available (see section 8)
- That Cambridgeshire Local Authorities, working with a wider group of public bodies such as the Police, Fire and Health bodies, and supported by Cambridgeshire Horizons, should:
 - undertake detailed cost benefit analysis to identify whole life costs of new public buildings not built to zero carbon in advance of 2016 and 2019 and the cost implications for the public services involved and agree to identify who should be involved in this process;
 - identify appropriate mechanisms for public agencies to make decisions in the light of the cost-benefit analysis information, and;
 - that this should ideally lead to a joined up approach across the public sector on procurement and commissioning for delivering zero carbon public buildings, possibly as part of “Making Cambridgeshire Count”

16. Forward Agenda Plan

This was noted by the meeting

17. Any Other Business

There was none.

Date of the next meeting

9th December, 2009 at 10 a.m., at The Council Chamber, The Guildhall, Cambridge

The meeting closed at 1220.