

CAMBRIDGESHIRE HORIZONS LTD

Minutes from the Board Meeting of Wednesday, 12 December 2007 Hinchingsbrooke Country Park, Hinchingsbrooke, Huntingdon

Board Members in Attendance:

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| Sir David Trippier | Chairman |
| Chris Banks | Cambridgeshire PCT |
| Cllr Dr David Bard | South Cambridgeshire District Council |
| Cllr Ian Bates | Huntingdonshire District Council |
| John Bridge | Cambridgeshire Chambers of Commerce |
| Steve Cox | EEDA |
| Nigel Howlett | Housing Association Representative |
| Cllr Shona Johnstone | Cambridgeshire County Council |
| Professor Ian Leslie | University of Cambridge |
| Cllr Alan Melton | Fenland District Council |
| Cllr Peter Moakes | East Cambridgeshire District Council |
| Cllr Ian Nimmo-Smith | Cambridge City Council |
| Robert Sansom | Greater Cambridge Partnership |
| Steve Sillery | Developers Representative |

Company Secretary:

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| Mike Parsons | Company Secretary |
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Also in Attendance:

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| Caroline Clapson | English Partnerships |
| Gwyn Drake | Highways Agency |
| Sally Hutchinson | Executive Officer, Cambridgeshire Horizons (Minutes) |
| John Onslow | Director for Development, Cambridgeshire Horizons |
| Alex Plant | GO-East |
| Malcolm Sharp | Huntingdonshire District Council |
| John Williamson | GO-East |

Apologies:

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| Margaret Allen | Housing Corporation |
| Dr Gareth Goodier | Addenbrooke's Hospital |
| John Lewis | English Partnerships |

| Item | Action(s) |
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| 1 Welcome and Introduction | |
| 1.1 The Chairman welcomed everyone to the meeting and extended a particular warm welcome to Caroline Clapson, Senior Regeneration Manager (Cambridgeshire) at English Partnership, representing John Lewis and to Malcolm Sharp, Director of Operational Services at Huntingdonshire District Council who was presenting Agenda Item No. 12 “the Huntingdonshire Core Strategy Consultation”. | |
| 1.2 The Chairman asked the Board to approve the re-appointment of Nigel Howlett, Chief Executive of Cambridge Housing as the Housing Association Representative as outlined in the Company Secretary’s report under Agenda Item no. 5. The Board approved the appointment with immediate effect and the Chairman was delighted to welcome Nigel Howlett back as a Cambridgeshire Horizons Board Member. | |
| 1.3 The Chairman extended a very warm welcome to Alex Plant in his role as Chief Executive Designate. Alex will formally be joining Cambridgeshire Horizons as Chief Executive on 14 January 2008. Formalities of his appointment will be taken at the Founder Members meeting in January. | |
| 1.4 The Chairman then took the opportunity of welcoming John Williamson who will be the future representative for GO-East on the Cambridgeshire Horizons Board. | |
| 1.5 The Chairman asked Board Members to note that Iain Wright MP is scheduled to visit the Cambridge Sub-region on Monday, 11 February 2008. | |
| 2 Declaration of Interests | |
| 2.1 The Chairman asked for Declaration of Interests from those present. These were:- | |
| - Cllr Shona Johnstone, Agenda Item No. 10 – Progress on Major Developments and Infrastructure in relation to the Addenbrooke’s site. | |
| - Steve Sillery, Agenda Item No. 10 - Progress on Major Developments and Infrastructure in relation to Cambridge East as an employee of the Marshall Group . | |
| 3 Minutes | |
| 3.1 Cllr Dr David Bard asked that Item 8.2 (b) be changed to read: | |
| 'Alex Plant confirmed that the £1.4M had been confirmed by the | |

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| Minister. However, to ensure an additional £700k of funding for future years, the successful establishment of a S29 Committee needs to be agreed. The establishment of the S29 Committee is also pre-conditioned enabling the Rolling Fund to proceed’. | |
| 3.2 The minutes were then agreed as an accurate record of the meeting of Monday, 17 September 2007. | |
| 4 Matters Arising from Previous Minutes | |
| 10.4 The Company Secretary confirmed that a Founder Members meeting had been arranged for Friday, 23 November but was postponed due to the unavailability of a number of people required to attend the meeting. The meeting is now scheduled to take place on Monday, 14 January 2008 to discuss the prioritisation of the bids. | |
| Cllr Dr David Bard asked if a date had been given as to when an announcement would be made regarding the Rolling Fund. The Chairman replied by saying that no date had been given but hoped it would be early in the New Year. The Chairman agreed to follow this up with CLG. | Chairman |
| 14.2(e)The Chairman confirmed that a letter was sent to the Chancellor regarding Cambridgeshire Horizons continuing strong opposition to PGS. Further discussion was made under Agenda Item No. 8. | |
| 5 Company Secretary’s Report | |
| 5.1 The Company Secretary asked Board Members to note the various matters of governance in his report. | |
| 6 Update from Audit & Risk Management Committee | |
| 6.1 The Chairman of the Audit & Risk Management Committee, John Bridge gave an oral update to Board Members from the meeting that was held prior to the Board meeting. | |
| 6.2 The Chairman of the Committee advised the Board that future meetings are being arranged to coincide with the financial cycle well in advance of Board meetings, so that matters identified by the Committee can be actioned and reported to the Board. In addition a separate meeting would be arranged to discuss risks. | |
| 6.3 The Chairman of the Committee also confirmed that an action plan was being developed to ensure that all the money would be used effectively before the end of the financial year. The action plan will be circulated to Committee Members. | Director for Development |

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| 7 | Financial Results to October 2007 | |
| 7.1 | The Director for Development presented the paper. | |
| 7.2 | The Board noted the contents of the paper. | |
| 8. | Minutes from the Joint Strategic Growth Implementation (JSGIC) Committee of 11 September and 17 October 2007 | |
| 8.1 | The Chairman presented the Minutes and asked Board Members if they had any questions or comments. | |
| | <p>The Chairman then went on to refer to page 8 of the minutes of 17 October and the agenda item for discussion 'Tariff System' to replace PGS. The second reading of the new Planning Bill (published 27 November) was held on Monday, 10 December 2007, extracts from the reading to be circulated to Board members early in the New Year. There was still a possibility that there could still be an element of money collected at a local level that could be transferred elsewhere within the region.</p> <p>The Chairman proposed at the last JSGIC meeting (4 December) a half-day seminar chaired by Peter Studdert in the New Year (February) to address and discuss any issues arising from the Housing Bill so that a constructive response to the Bill can be given.</p> | Chairman |
| | a) Alex Plant – the introduction of a Tariff System was being considered. It could be easier to use than S106 and will give more flexibility/tools to Local Partners than PGS. | |
| | b) Cllr Ian Nimmo-Smith – the change in legislation needs to be realistic. | |
| | c) Alex Plant responded by saying that we need to understand how the new legislation will work. Suggested looking at Chelmsford and how their tariff system works. | |
| | d) Malcolm Sharp familiar with Chelmsford but they still need to get the system through the Statutory Planning Process. | |
| | e) Gwyn Drake aware that Chelmsford are involved in the Tariff Fund Mechanism and that other infrastructure fund approaches are being developed. | |
| | f) Cllr Dr David Bard - need to be ahead of legislation, need to | |

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identify which sites are appropriate for the new tariff system.

- g) Caroline Clapson – from experience at Milton Keynes need to be quite clear of the site thresholds to be considered, some may be too small.
- h) Steve Sillery – from a developers/landowners point of view the preference would be a tariff approach. However, would like to see a rigorous approach as to what would be included in the tariff system. Need to also think through the timing. Thought that the thrust of recovering money for Regional Schemes was diminishing. Gwyn Drake responded to this point in Agenda Item No 8(i).
- i) Steve Cox – Regional Infrastructure Fund available to pick up projects not covered in other areas of available funding. Will look across region at what works/doesn't work, models/options to be considered in February once consultants have been appointed.
- j) Alex Plant – Regional Infrastructure Fund will provide more flexibility that might advance schemes. Enabler to cover the funding schemes. Consultants will look at these.
- k) Gwyn Drake acknowledged EEDA's very helpful and pro-active approach towards the Regional Infrastructure Fund. Region does need to be broken down into Sub-regions and until now Section 106 has focused on individual sites. Do need to enhance capability and the Highways Agency (HA) will work with EEDA. This will allow the HA to focus on this Sub-region and create need and evidence base to feed into tariffs and to give consideration to not allow money to be removed to other areas.
- l) Chairman assured Board Members he would monitor the progress of the Planning Bill. **Chairman**

9 Housing Growth Funds and Business Plan

- 9.1 The Director for Development presented the paper and asked the Board to note the award from Government for Housing Growth Funds. He asked the Board to approve the Addenbrooke's Access Road as the highest priority for 2008/09 for the Rolling Infrastructure Fund, as there was a need to progress the Section 106 Agreement and ensure the scheme took advantage of agreed rail possessions and to agree to further work being carried out on the allocation of funds at a Founder Members meeting in January.

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9.2 Board Members asked questions and made the following comments:-

- a) Cllr Ian Nimmo-Smith – A reasonable settlement and it is encouraging to know that evidence based delivery in first year will support the re-submission for funding for the following 2 years. Support Addenbrooke's Access Road as a top priority. Support the prioritisation process of growth funds as outlined in Section 3 of the report.
- b) The Chairman asked Partners to prepare in advance their top priorities for growth funds in advance of the Founder members meeting on 14 January.
- c) Cllr Shona Johnstone – As only a partial award has been given for the revenue funding (still awaiting the decision on the LDV core funding) may be difficult to update the Business Plan in time to be brought back to the Board in March 2008.

Cllr Johnstone agreed that the Addenbrooke's Access Road should be a top priority for the Rolling Fund.

Cllr Johnstone referred to 2.2 of the report and asked if we could seek further clarity as to whether we would receive extra funding for Northstowe as a prototype Eco-town.

The Director for Development responded by saying that we do not have the answer today but would let Board Members know as soon as we have heard from Government. The Chairman agreed to contact Henry Cleary from CLG.

Chairman

- d) Cllr Dr David Bard – Endorsed the Addenbrooke's Access Road as a top priority. As we do not know if additional funding will be available for Northstowe as a prototype eco town this could be a problem when prioritising projects on 14 January 2008.
- e) John Williamson – Cambridgeshire has done very well and this is in recognition of the challenges faced. Main criteria for an Eco-town was if the development was over and above the original allocated plans. However, the Minister has indicated that additional funds could be available.
- f) Director for Development – Cambridgeshire has done very well compared to elsewhere. Opportunity to re-submit for the second and third years indicates we should keep pushing on all fronts. This includes continuing to lobby for Eco-town funding.
- g) Cllr Ian Bates – need to obtain clarity from Government on the

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remaining funding before the Founder members meeting on 14 January 2008 as priorities may shift.

- h) Cllr Alan Melton – Agrees to prioritisation of the Addenbrooke's Access Road. Pleased to see vision for North Cambridgeshire. Skills agenda is a big issue and need to fight for this to obtain funding needed. Fenland District Council has identified land around March and Chatteris for development. Discussions have been around sustainability and addressing transport issues. Would welcome opportunities to discuss this further.

The Chairman agreed to take this matter outside the meeting and discuss further.

Chairman

- i) Steve Sillery – supportive of the prioritisation of the Addenbrooke's Access Road. Aware that difficult decisions need to be made when prioritising for Growth Funds, however, be mindful of sequence set out already for the Cambridge Fringe Sites, Northstowe and Market Towns. This could turn in our favour for years 2 and 3.
- j) John Bridge – From a business perspective the funding settlement does not appear to be very good and maybe inadequate.

10 Progress on Major Developments and Infrastructure, including Quality of Life

- 10.1 The Director for Development presented the paper and asked the Board to note the progress that had been made.

The Director for Development informed the Board that members of the Joint Strategic Growth Implementation Committee (JSGIC) have asked for a position statement from Marshall Aerospace and the Ministry of Defence regarding the relocation of the Marshall military aircraft operations in relation to Cambridge East.

The Director for Development went on to discuss the Delivery Plans attached to the paper as appendices 3 and 4. These have been endorsed by the JSGIC and were well received. Recognise that the Plans will need updating regularly and in future updates will focus more on delivery as schemes move beyond the planning stage.

The Director for Development asked Board Members to note the contents of 2 papers that had been tabled. An update from the Highways Agency on the A14 Huntingdon to Cambridge and a newsletter (issue 4) setting out progress with the Cambridge Housing

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| | Sub-Region Strategic Housing Market Assessment. | |
| 10.2 | Board Members asked questions and made the following comments:- | |
| | a) Cllr Alan Melton referred to 2.6.1 of the paper, Market Towns and asked that Chatteris and March also be considered under this item. | |
| | b) Robert Sansom asked why no delivery targets for walking or cycling were incorporated within the Delivery Plans. | |
| | The Director for Development responded by saying that the Plans incorporated targets contained in Statutory Planning Documents, eg Local Development Frameworks. In addition, the relevant Joint Planning Committee as part of the planning application would consider Transport Assessments. | |
| 11 | Long Term Delivery Plan | |
| 11.1 | The Director for Development presented the paper and asked the Board to note the key findings and endorse the Long Term Delivery Plan as shown in Appendix 1. | |
| 11.2 | Board Members asked questions and made the following comments:- | |
| | a) Nigel Howlett – are both the revenue and capital costs included in the report? | |
| | The Director for Development responded by saying that revenue costs are covered to an extent ie revenue costs that are associated with capital schemes. | |
| | b) Alex Plant – In process of setting up new Government group on funding to be chaired by Yvette Cooper. Revenue capture will need to be looked at. | |
| | c) Cllr Ian Bates – goes some way to addressing issues but does not pick up on market towns. | |
| | d) John Bridge – LTDP assumes that the Transport Innovation Fund (TIF) is successful, what if this is not the case? LTDP assumes Transport Investment assumptions for the A14 and A428. | |
| | Cllr Shona Johnstone responded by saying that if TIF was not successful as the money offered from Government was unacceptable then Plan B would be put into action, which would focus on improving public transport in and out of Cambridge. | |

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Gwyn Drake responded by saying that the A14 was as certain as any road in the country.

- e) Professor Ian Leslie – have Cambridgeshire Horizons got a position statement regarding Climate Change, suggests that this contributes to the plan. Chairman agreed to put Climate Change on the next Board Agenda.
- f) Steve Cox – the report is good but scope for including further economic development work at the next stage. Suggest using the recent Roger Tym report for GCP alongside the LTDP.
- g) Cllr Ian Nimmo-Smith – valuable report but does not cover how Partners plan for service growth.

Agenda Plan

The Director for Development responded by saying that the report should not take on more than is feasible and therefore concentrated on capital investment for growth. He noted that he had now been invited to attend the LAA Reference Group and that this would help to link growth with service planning.

- h) Steve Sillery – Instead of using the word ‘endorse’ the LTDP it would be more appropriate to use the word ‘receive’ for reporting such as the LTDP? The Board agreed to this.

12 Huntingdonshire Core Strategy Consultation

12.1 The Director of Operational Services for Huntingdonshire District Council, Malcolm Sharp presented the paper to advise the Board on the progress towards a Core Strategy for Huntingdonshire and the potential implications for sustainable growth in the Cambridge Sub-region.

12.2 Board Members asked questions and made the following comments:-

- a) The Chairman confirmed that Henry Cleary, Deputy Director at CLG has responded very positively to the potential news of the Huntingdonshire Core Strategy Preferred Option. The Chairman confirmed that a meeting would take place in the New Year with CLG, Huntingdonshire District Council, and Cambridgeshire Horizons to discuss this further.
- b) Cllr Ian Nimmo-Smith – details outlined in 2.1 of the paper could apply to Cambridge East.
- c) Malcolm Sharp - The additional housing numbers will allow

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| | Huntingdonshire to develop a planned led way for growth and delivery in appropriate stages prior to formal adoption as part of the Huntingdonshire Local Development Framework (LDF) in 2009. | |
| | d) John Williamson – Strategy increases supply more quickly to 2015/16. Eco-towns bids are being discussed with CLG using the criteria and assessment previously outlined. | |
| 13 | Senior Management Update | |
| 13.1 | The Chairman said that these matters were already dealt with earlier in the meeting. | |
| 14 | Changes to the Bank Mandate | |
| 14.1 | The Director for Development presented the paper and asked the Board to approve the changes to the existing Bank Account mandate. | |
| 14.2 | Cllr Dr David Bard proposed the motion seconded by Cllr Ian Bates. The Board approved the changes. | Director for Development |
| 15 | Cambridgeshire GIS Partnership Project | |
| 15.1 | Paul Mumford, Project Manager at Cambridgeshire Horizons presented the paper and asked the Board to approve the funding of the Cambridgeshire GIS Partnership project at £118,750. | |
| 15.2 | Board Members asked questions and made the following comments:- | |
| | (a) Cllr Ian Bates – Agrees in principle to the project but requested that East Cambridgeshire, Huntingdonshire and Fenland District Councils be included in the project from the outset. | |
| | John Onslow responded by saying that it was intended to roll out the project to East Cambridgeshire, Huntingdonshire and Fenland District Councils when it was required. However, if the software is required immediately then this can be followed through, although there may be an additional cost which could be dealt with under the scheme of delegation. | |
| | (b) Cllr Ian Nimmo Smith – Did not think the cost would change but each Authority would need to pick up additional costs for licences etc. | |
| | (c) Cllr Ian Bates – confirmed that the budget was available at Huntingdonshire District Council. | |

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(d) Cllr Alan Melton – need to contact relevant Officer at each Authority to make sure compatible systems are in place.

(e) Robert Sansom – asked who would own the database? Confirmed that it would be jointly owned but hosted by Cambridgeshire County Council.

16 Agenda Plan and Any Other Business

16.1 The scheduled Board meeting dates for 2008 were agreed.

16.2 There was no other business.

17 Date of next meeting:-

Wednesday, 5 March 2008 at 10 am

The Council Room, New Hall College, Cambridge

The open part of the Board meeting was then closed.