

**Cambridgeshire Horizons Board  
Minutes from the Meeting held on  
Wednesday 9<sup>th</sup> December 2009  
The Council Chamber, The Guildhall, Cambridge**

**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 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)
Stephen Graves (SG)	Addenbrookes Hospital (Sub)
Steve Sillery (SS)	Developers Representative

**ALSO IN ATTENDANCE:**

Mark Lloyd (ML)	Company Secretary
Sue Beecroft (SBee)	Cambridgeshire Horizons
Quentin Golder (QG)	Taylor Vinter
Laura Halstead (LH)	Cambridgeshire Horizons
John Onslow (JO)	Cambridgeshire Horizons
Gwyn Drake (GD)	Highways Agency
Tim Freathy (TF)	GO - East
Peter Studdert (PS)	Director of Joint Planning
Gill Barker (Minutes) (GDB)	Cambridgeshire Horizons
Anna Keyes (AK)	Cambridgeshire Horizons
Geoff Bruce (GB)	Cambridgeshire Horizons

**APOLOGIES:**

John Bridge (JB)	Cambridgeshire Chamber of Commerce
Dr Gareth Goodier (GG)	Addenbrookes Hospital - substituted
Chris Banks (CB)	Cambridgeshire PCT
Prof. Ian Leslie (IL)	Cambridge University

**1. Welcome and Introductions**

SDT noted apologies as above. He welcomed all to the meeting, noting in particular, Tim Freathy,, who has been appointed as John Williamson's replacement.

SDT then advised of a letter of resignation from Chris Banks, Cambridgeshire PCT which had been expected. SDT had sent a letter of response thanking Chris for his efforts during his time on the Board. The Cambridgeshire PCT would now nominate a replacement.

**2. Declarations of Interest**

SS – Under Item 8b, para 2.3 and Item 11a.

JT – Under Item 8a.

**3. Minutes of 24<sup>th</sup> September, 2009 and Matters Arising**

Papers tabled at the meeting to be added to the Minutes. This was agreed. Subject to this point, the Minutes were agreed.

There were no matters arising.

**4. Minutes of the Audit & Risk Management (ARM) Committee of 24<sup>th</sup> November 2009**

The Minutes were noted. In JB's absence, AP drew attention to the following points:

Item 7 – Review of the Strategic Risk Register (SRR) and an Internal Risk Register (IRR), the latter being for Horizons as an entity. The IRR was new and the ARM Committee would monitor this Register alongside the SRR.

Item 8 – HGF – A recommendation that Board approve the commencement of priority projects, whilst decision on impending government funding cuts was awaited.

Discussion:

TF noted that the Government decision on proposed HGF funding cuts was imminent.

**5. Minutes from the Joint Strategic Growth Implementation Committee Meetings of 4<sup>th</sup> November, 2009**

The Minutes were noted.

**6. Minutes from the Growth Partnership Board meeting of 18<sup>th</sup> November 2009**

AP drew attention to Item 8 – Carbon Offset Mechanism and noted that Sheryl French of Horizons will be taking this issue forward, with invitations for tender about to be released. This issue will come to Main Board when there is something further to report.

Discussion:

Under Item 3 – Alconbury – it was noted that this site had been purchased by a partnership, and not by two individuals as noted.

## 7. **Company Secretary's Report**

The report was circulated. ML noted that the Articles of Association had been updated to include the HCA, and that Membership Organisations had been duly updated to correspond.

## 8. **Progress Report**

### a) Update on Housing targets

SBee's report had been circulated.

#### Main Points:

- Completions Apr 08 – Mar 09 were 2810;
- Completions 1<sup>st</sup> qtr Apr – June 09 were 280 and 2<sup>nd</sup> qtr July – Sept 265. These were lower figures than last year;
- Still considered to be positive figures, considering the effects of the economic downturn nationally;
- Dwellings currently under construction has fallen;
- Starts on site figures important with 479 in 1<sup>st</sup> qtr and only 116 in 2<sup>nd</sup> qtr;
- Housing trajectories updated;
- Target figures for delivery of homes in 2010/11 are 3839. This will be challenging. The figures may require renegotiating;
- Homelessness information to be circulated to all Board members after this meeting.

**SBee**

#### Discussion:

- Local authorities regularly cleanse and refresh their waiting lists;
- Population turnover in Cambridge very high which helps to keep the private rented sector very buoyant;
- Private rents high, above the level most working people can afford;
- Affordability is key issue, with a significant number of local people who earn too much for housing benefit but cannot afford high private rents;
- Query whether waiting lists cater for those people currently living with parents/others because they cannot afford their own homes;
- Targets were set under guidance from government. They are negotiable. The Housing Board, which met last week, are keen to keep the targets high;
- Infrastructure requirements of these 3800 homes also need to be considered, and the associated S106 agreements. Requirement to deliver communities not just houses;
- Noted that the smaller sites, particularly in the rural areas, were still performing well;
- Concern that house builders are finding access to financing for larger projects a problem;
- Noted there was still a significant demand for housing, which was currently outstripping supply;
- Institutional financing was coming back into the private rental sector;
- Query whether S106 processes were reviewed periodically. Whether a mechanism within S106 could focus on affordable

housing (AH) provision percentage. Investors/bankers were concerned when developers asked for funding, that valuations at that time stuck fast throughout a project. If there was prospect of review during set timescales, this might ease concerns of investors. Noted that 'shared equity' was once considered the best way to proceed, but this proved unworkable with most properties now fully rented.

- b) Major developments and infrastructure:  
JO's report had been previously circulated.

Main Points:

- 1.7 - Within the SRR, a new mitigation (1.3c) had been added due to RSS Review highlighting alternative development proposals which may deflect from the agreed
- 2.1.3 - Countryside Properties (CPL) have submitted a new planning application in order to bid for KickStart 2. The results of the appeal on their original planning application was still awaited;
- - Masterplanning for NWC has commenced;
- - Northstowe – Housing Minister announcement Northstowe to be included in 2<sup>nd</sup> wave of eco-towns and some additional funding to assist;
- Market Towns - Quality Charter work is continuing, and the QC Group is currently discussing the next phase of this work.

Discussion:

- Northstowe - announcement from Government that Northstowe has been included in the list of Eco-Towns and will receive additional funding. Noted that this government list of potential eco-towns also included 'Eco Urban extension', yet when local authorities had previously requested urban extension they had been turned down. Noted also that additional funding was only £10m, between authorities and was allocated in two tranches. Northstowe to be an exemplar town;
- CB1 project was noted as needing to remain high in priority, as it was front line area and provides signals to others;
- Scenario planning very important, all to work together to achieve;
- Potential eco extension of St Neots may be accelerated;
- Query whether Lite(?), CTC, Sustrans etc cover A14-M11-A11 triangle and include new build settlements? Noted that the Quality Charter - 4'C's including Connectivity and Communications, covers all users, is being reviewed to ensure full participation;
- Noted that the A14 technical signage is currently being upgraded which will allow for better communication of traffic issues across county roads network. Average speed camera network being extended. A14 widening scheme Draft Orders currently under consultation. Noted that the timescale for this Scheme had now slipped from 2010/11 to 2011/12;
- Suggestion that the A14 should operate a policy of 'Lorries 1 lane only';

**9. Cambridgeshire Together Report – LAA and CAA Update**

SDT reported that the Minutes from CT Board, held on 25<sup>th</sup> November, were now available and were tabled for this meeting.

DB reported that most issues had related to Housing figures and NI 154 and 155, which had been covered under Item 8a;

JO added that work was proceeding well regarding the Making Cambridgeshire Count initiative, seeking to assist all authorities to deliver better outcomes with less resources.

**10. HGF Funding Cuts and HGF Capital Budget**

The report circulated contained a copy of the joint response to government regarding the proposal to cut HGF funding for 2010/11.

An announcement regarding the proposal was expected soon.

Discussion:

- SDT noted that the meeting between local MP's and John Healey was still awaited;
- Noted that this Board was committed to keep up the pressure for funding for 'sustainable communities';
- Noted that the joint response from Cambridgeshire to the proposed cut illustrated the partnership's combined strength.

**11. Investment Package Update**

**a) Integrated Development Programme:**

The final draft had been circulated. AP noted that there had been a vast amount of work over the last few months on this. It gives a fuller picture of what is necessary for Cambridgeshire, setting out sub-regional projects as a whole. Thanks were due to EEDA who had part funded this work in its early stages. The document will assist with the 'single conversation' with the HCA. Each local authority has put this document through their own internal processes and it is now ready for this Board to approve. It is a dynamic document, requiring regular updating. A current list of amendments required is on Page 6.

Discussion:

- Noted that Fenland Cabinet were happy to endorse;
- Noted that the document needs to be considered on a spatial, cross border basis;
- Cambridgeshire's IDP is considered to be an exemplary type, and will be very useful for lobbying for funding;
- Health Service would like to learn from this process, Addenbrookes providing services regionally, will need to align with this document;

Agreed:

IB proposed that with the amendments as listed at page 6, this Board endorse the Integrated Development Programme for Cambridgeshire. This was unanimously agreed by the meeting.

SDT led the Board's thanks to AP and Anna Keyes of Cambridgeshire Horizons for all the valued involvement they had with this document.

**b) Variable Rate Tariff/Community Infrastructure Levy:**

AP reported that government was now moving on with CIL. Currently working closely with colleagues at CLG. Regulations will need to go through formal processes and therefore expected to be finalized by April 2010. Horizons has responded to the consultation request. Huntingdonshire District Council will be leading on this, possibly with East Cambs District Council also. Malcolm Sharp of Hunts DC is a

member of the national project and therefore gets a direct feed into this. Even if regulations do not come forward, post consultation, this work will provide a base for whatever comes in its place, i.e. VRT; Seeking this Board's approval to continue with this work and will report again in the new year.

Agreed:

Continued work on VRT/CIL was agreed unanimously by the meeting.

**c) Local Asset Backed Vehicle (LABV):**

AP reported that this project had come to Board last year and, due to the economic climate at the time, work had been shelved until the time was better.

Now that Making Cambridgeshire Count, the initiative for public authority working in Cambridgeshire, was currently looking at better use of assets across the county as a whole, this may well be that time.

Agreed:

The proposal to resurrect this work was noted and agreed.

**12. Cambridgeshire Horizons Organisational Values**

SDT's report had been circulated. He reminded the Board that the Business Plan, 2008-2011, sets out the objectives and it is the Values which the Horizons staff have identified and these are noted within the report. He invited comment:

Discussion:

Concern that the objectives required a sharper focus and was it correct to include words like 'ensure'?

AP reminded the Board that the objectives defined within the current Business Plan were agreed with all the local authorities and therefore the word 'ensure' was appropriate.

**13. Forward Planner**

SDT drew attention to the diary change for mid 2010. From 30<sup>th</sup> June to 1<sup>st</sup> July for the Board meeting. This was noted.

SDT then reported that the date for Horizons Annual Conference had been set for 10<sup>th</sup> June and was being held in Ely, at the Maltings.

**14. Any Other Business**

There was none.

Date of the next meeting

23<sup>rd</sup> March 2010, at 10 a.m., at The Moller Centre, Storeys Way, Huntingdon Road, Cambridge

AM then proposed that the meeting move into Closed Session.  
All agreed.

The meeting closed at 1200.