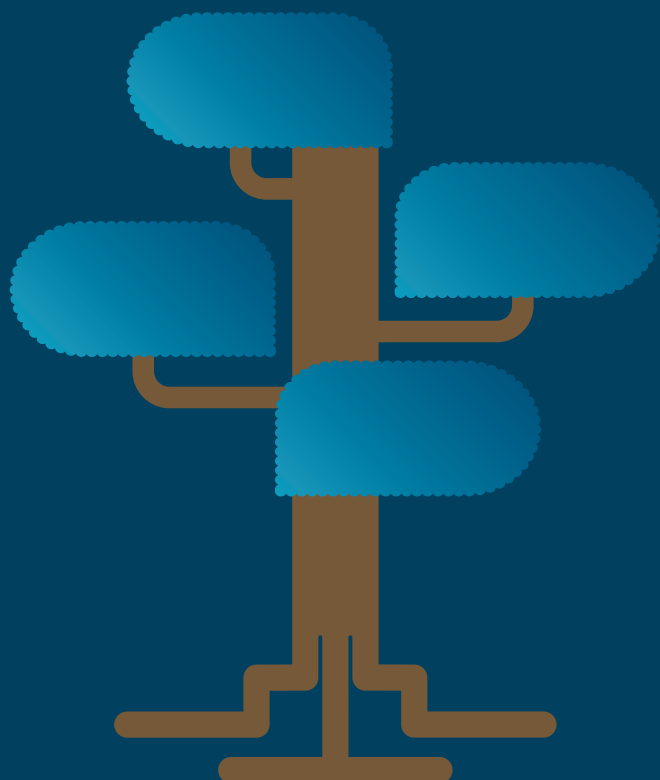


Appendices



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Glossary

Academic staff

A person with a contract of employment with an existing higher education institution and / or an affiliated institution, to undertake a role in teaching, research, or provide academic support (professors, lecturers, researchers and other faculty members who hold academic positions) which: (i) is for a term of note less than six (6) months, and (ii) exceeds eighteen (18) hours working time per week.

Academic visitors

A person who undertakes teaching or academic research at an existing higher education institution or an affiliated institution as uncontracted academic staff.

Active frontages

Building frontages that serve to enhance the visual and physical interaction between people inside the building and the external surroundings, contributing to the creation of a vibrant pedestrian environment.

Aggregates

Aggregates take a number of different forms. Primary Aggregates include naturally occurring sand, gravel and crushed rock typically used for a variety of construction and manufacturing purposes. Recycled Aggregates are typically produced from construction and demolition wastes. Secondary Aggregates are aggregates typically derived from a range of industrial and mineral wastes such as power station ash, glass, and mineral site spoils.

Area Action Plan (AAP)

A local plan document setting out policy and proposals for a specific area.

Affiliated institutions

The Animal Health Trust, Babraham Research Institute, British Antarctic Survey, Cambridge Assessment, Cambridge Crystallographic Data Centre, Cambridge University Press, European Bioinformatics Institute (European Molecular Biology Laboratory), Faraday Institute, MRC Laboratory for Molecular Biology, National Institute Agricultural Botany, Sanger Institute, the Wellcome Trust, The World Monitoring Conservation Centre, Woolf Institute, or such other affiliations as may be agreed in writing with Cambridge City Council or South Cambridgeshire District Council.

Affordable housing

Housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers); and which complies with one or more of the following definitions:

- a. **Social Rent:** meets all of the following conditions: (a) the rent is set in accordance with the Government's rent policy for Social Rent; (b) the landlord is a registered provider; and (c) it includes provisions to remain at an affordable price for future eligible households, or for the subsidy to be recycled for alternative affordable housing provision.
- b. **Other affordable housing for rent:** meets all of the following conditions: (a) the rent is set in accordance with the Government's rent policy for Affordable Rent, or is at least 20% below local market rents (including service charges where applicable); (b) the landlord is a registered provider, except where it is included as part of a Build to Rent scheme (in which case the landlord need not be a registered provider); and (c) it includes provisions to remain at an affordable price for future eligible households, or for the subsidy to be recycled for alternative affordable housing provision. For Build to Rent schemes affordable housing for rent is expected to be the normal form of affordable housing provision (and, in this context, is known as Affordable Private Rent).
- c. **Discounted market sales housing:** is that sold at a discount of at least 20% below local market value. Eligibility is determined with regard to local incomes and local house prices. Provisions should be in place to ensure housing remains at a discount for future eligible households.
- d. **Other affordable routes to home ownership:** is housing provided for sale that provides a route to ownership for those who could not achieve home ownership through the market. It includes shared ownership, relevant equity loans, other low cost homes for sale (at a price equivalent to at least 20% below local market value) and rent to buy (which includes a period of intermediate rent). Where public grant funding is provided, there should be provisions for the homes to remain at an affordable price for future eligible households, or for any receipts to be recycled for alternative affordable housing provision, or refunded to Government or the relevant authority specified in the funding agreement.

Affordable workspace

Workspace that is provided at rents maintained below the market rate for a specific social, cultural, or economic development purpose.

Agent of change principle

The principle places the responsibility of mitigating the impact of nuisances (including noise) on new development. This includes from existing nuisance generating uses, ensuring that residents and users of the new development are protected from nuisances, and existing uses are protected from nuisance complaints. Similarly, any new nuisance-generating development will need to put in place measures to mitigate noise impacts on existing development close by.

Amenity

Element of a location or neighbourhood that helps to make it attractive or enjoyable for residents and visitors such as parks, gardens, peaceful environments or access to community services and facilities.

Apart-hotel

Self-contained accommodation (C1 Use Class) providing short-term occupancy at a nightly rate that combines serviced apartment level accommodation with hotel facilities. This will usually include concierge and room service, and include formal procedures for checking in and out.

Battery storage

An energy storage system that captures energy produced to be used at another time. They are suitable for a range of applications, including vehicles and buildings.

Biodiversity

The variety of life in all its forms. This includes the plant and animal species that make up our wildlife and the habitats in which they live.

Biodiversity Net Gain

A requirement of the NPPF and Environment Bill 2020 that seeks to ensure new development minimise losses of biodiversity, helps to restore ecological networks, and provides an overall increase in natural habitat and ecological features.

BREEAM

(Building Research Establishment Environmental Assessment Method)

BREEAM is a set of standards for measuring the environmental performance of a range of new and existing building types. It covers energy and water performance, construction materials, waste, ecology, pollution and health. Under this scheme, buildings that meet the standards are rated either 'pass', 'good', 'very good', 'excellent' or 'outstanding'.

Built environment

The physical human-made surroundings where people live, work and visit.

Brownfield land

See 'Previously Developed Land'.

Build to Rent (BTR)

Purpose built housing that is typically 100% rented out. It can form part of a wider multi-tenure development comprising either flats or houses but should be on the same site and/or adjoined with the main development. Schemes will usually offer longer tenancy agreements of three years or more and will typically be professionally managed in single ownership and management control.

Building density

Building density is the “floor area ratio” – the ratio of built floor area to land area. This is the most widely used measure for limiting the bulk of development on any given plot of land.

Cambridge cluster

Refers to over 1,400 technology, biotechnology, services providers and the support companies and organisations that employ over 40,000 people in the Cambridge region.

Cambridgeshire Historic Environment Record (CHER)

A database that comprises of information on undesignated heritage assets, archaeological sites and historic buildings in Cambridgeshire.

Cambridgeshire & Peterborough Combined Authority

A legal body made up of two or more councils that work together to decide and carry out region-wide decisions. The Cambridgeshire and Peterborough Combined Authority, founded in March 2017, is made up of representatives from eight organisations. These are Cambridge City Council, Cambridgeshire County Council, East Cambridgeshire District Council, Fenland District Council, Huntingdonshire District Council, Peterborough City Council, South Cambridgeshire District Council and The Business Board. The Combined Authority is led by an elected Mayor; the Leaders of Cambridge City Council and South Cambridgeshire District Council, together with those of the five other authorities sit on the Combined Authority Board. The Combined Authority is held to account by several committees made up of representatives from partner local authorities.

Cambridgeshire and Peterborough Minerals and Waste Plan

Comprises a suite of documents including the Core Strategy and Site-Specific Proposals Plan adopted by Cambridgeshire County and Peterborough City Councils. There is also an adopted Proposals Map, which shows allocated sites and areas of search for future minerals and waste facilities, and safeguarding areas for existing and future facilities.

Cambridgeshire Quality Charter for Growth

A charter designed to ensure that new developments across Cambridgeshire are well-designed and attain high standards with regards to the basic principles contained within the four broad themes that the document is structured around: community, connectivity, climate and character.

Car barn

A multi-storey car park which is positioned on the edge of a district or neighbourhood in order to reduce the number of vehicles using residential streets. They can be designed so that they complement their local environment.

Car club

Car club is a membership scheme that offers people use of a car on a pay-as-you-go basis.

Circular economy

An economic model in which resources are kept in use at the highest level possible for as long as possible in order to maximise value and reduce waste, moving away from the traditional linear economic model of 'make, use, dispose'.

City Wildlife Site (CiWS)

A non-statutory designation for sites of nature conservation interest within an urban environment.

Climate change adaptation

Adjustments made to natural or human systems in response to the actual or anticipated impacts of climate change, to mitigate harm or make the most of beneficial opportunities.

Climate change mitigation

Action to reduce the impact of human activity on the climate, primarily through reducing greenhouse gas emissions.

Cluster

Concentrations of companies in related activities, recognisable suppliers, service providers and institutions, which are cooperating, competing and collaborating to build competitive advantage, often across traditional sector boundaries. Such concentrations often depend on access to specialist skills and infrastructure within a specific area.

Co-housing

A community-led housing development where each household has a self-contained private home as well as access to shared community spaces.

Co-living

Large scale purpose built and managed residential accommodation, often comprising self-contained studios, with extensive communal facilities.

Community-led housing

A housing development taken forward by, or with, a not-for-profit organisation, that is primarily for the purpose of meeting the needs of its members or the wider local community, rather than being a primarily commercial enterprise. The organisation should be created, managed and democratically controlled by its members, and membership of the organisation should be open to all beneficiaries and prospective beneficiaries of that organisation. It may take any one of various legal forms including a co-operative society, community benefit society and company limited by guarantee. The

organisation should own, manage or steward the development in a manner consistent with its purpose, potentially through a mutually supported arrangement with a Registered Provider of Social Housing. The benefits of the development to the community should be clearly defined and consideration given to how those benefits can be protected over time, including in the event of the organisation being wound up.

Commuted sum

A financial contribution towards the future provision of physical infrastructure or social amenities on-site, that is secured through a s106 agreement.

Conservation Area

Areas of special architectural or historic interest, that are preserved or enhanced for their character or appearance. You can find more information on the Councils' websites: [Cambridge](#) and [South Cambridgeshire](#).

Conservation Area Appraisals

Appraisals that describe the significance and character of Conservation Areas and make recommendations for their preservation.

Construction Environmental Management Plan

A Plan that outlines how a construction project will avoid, minimise or mitigate effects on the environment and surrounding area. A CEMP will often detail the implementation of measures in accordance with environmental commitments outlined in an Environmental Statement, Policy requirements, requirements of planning conditions, planning obligations, or other legislative requirements.

Creative industries

Industries which have their origin in individual creativity, skill and talent and which have a potential for wealth and job creation through the generation and exploitation of intellectual property. The Department for Culture, Media, and Sport ([DCMS](#)) has grouped the creative industries into the following sub-sectors: advertising and marketing, architecture, crafts, design and designer fashion, film, TV, radio and photography, museums, galleries and libraries, music, performing and visual arts, publishing, IT, software and computer services (includes video games).

Cultural activity

This includes a wide breadth of creative and communal activities spanning the public, private and third sectors, performed by all sizes of organisations from global providers to dedicated lone creatives. Cultural activity can include a wide range of curated opportunities and services that bring people together and enhance the environment and people's lives. It can include independent businesses, community spaces, markets, mixed sporting occasions, fairs, and arts activities. It encompasses all the creative industries including museums, outdoor events, venue provision and programmes, festivals and the visual arts, which includes artist spaces, permanent, temporary, and socially engaged public art.

Cultural/creative hub/district

A cultural/creative hub should be able to clearly demonstrate suitable capacity to curate an ecosystem of cultural activities and, or creative artists or organisations (public or commercial). They should feature most (if not all) of the following: affordable creative workspace, learning infrastructure, networking and collaborative spaces, affordable accommodation, live/workspace or affordable temporary accommodation for visiting artists, cultural attractions, and skills, networking and business support programmes. In areas where more than one cultural/creative hub exists, close enough to form interrelated links/activities/trips these would form a cultural/creative district. These should feature/host most of the following: workspaces and studios, cultural institutions, evening/nighttime economy uses, public realm interventions and visual identity, formal/informal collaboration networks, place branding & promotion, and community engagement.

Cultural infrastructure

Spaces that allow cultural activities to happen on a permanent or transitory basis. Examples include: a gallery, a village hall, an arts centre, a bespoke high-end film studio, a workshop on an old farm, a museum, a pop-up space in a vacant shopping unit, a public house, a theatre, a cinema and a park used annually for a festival.

Custom and self-build housing

Housing built by an individual, a group of individuals, or persons working with or for them, to be occupied by that individual. Such housing can be either market or affordable housing. A legal definition, for the purpose of applying the Self-build and Custom Housebuilding Act 2015 (as amended), is contained in section 1(A1) and (A2) of that Act.

Defined Development Extent (previously settlement boundary or development framework boundary)

Define where policies for the built-up areas of settlements give way to the more restrictive policies for the countryside.

Design and access statement

A statement that accompanies a planning application to explain the design principles and concepts that have informed the development and how access issues have been dealt with. The access element of the statement should demonstrate how the principles of inclusive design, including the specific needs of disabled people, have been integrated into the proposed development and how inclusion will be maintained and managed.

Designated Heritage Assets

Buildings, sites or landscapes that have been officially recognised as having a degree of historical or cultural significance, and that are a consideration in planning decisions.

Design code

A set of design requirements that provide specific, detailed parameters for the physical development of a site or area. The graphic and written components of the code should build upon a design vision, such as a masterplan or other design and development framework for a site or area.

Development

This refers to development in its widest sense, including buildings, and in streets, spaces and places. It also refers to both redevelopment, including refurbishment, as well as new development.

Digital infrastructure

Infrastructure, such as small cell antenna and ducts for cables, that supports fixed and mobile connectivity, therefore underpinning smart technologies.

District centre

A group of shops, separate from the town centre, usually containing at least one food supermarket or superstore, and non-retail services such as banks, building societies and restaurants; boundaries are defined on the Cambridge policies map.

East West Rail link

The East West Rail scheme will re-establish a rail link between Cambridge and Oxford to improve connections between East Anglia and central, southern and western England. The central section will link Bedford to Cambridge.

Energy infrastructure masterplanning

Spatial and strategic planning that identifies and develops opportunities for decentralised energy and the associated technical, financial and legal considerations that provide the basis for project delivery.

Equality Act 2010

The Equality Act legally protects people from discrimination within the workplace and wider society. The Act protects individuals from discrimination based on nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, maternity and pregnancy, race, religion or belief, sex, sexual orientation.

First Homes

First Homes are a specific kind of discounted market sale housing and should be considered to meet the definition of 'affordable housing' for planning purposes. Specifically, First Homes are discounted market sale units which:

- a. must be discounted by a minimum of 30% against the market value;
- b. are sold to a person or persons meeting the First Homes eligibility criteria (see below);

- c. on their first sale, will have a restriction registered on the title at HM Land Registry to ensure this discount (as a percentage of current market value) and certain other restrictions are passed on at each subsequent title transfer;
- d. after the discount has been applied, the first sale must be at a price no higher than £250,000.

First Homes Exception Sites

A First Homes exception site is an exception site (that is, a housing development that comes forward outside of local or neighbourhood plan allocations to deliver affordable housing) that delivers primarily First Homes as set out in the First Homes Written Ministerial Statement.

Future proofing

Ensuring that designs are adaptable and take account of expected future changes.

Greater Cambridge

The combined areas of Cambridge and South Cambridgeshire.

Greater Cambridge Local Plan

Refers to the joint Local Plan being prepared for the Greater Cambridge area by Cambridge City Council and South Cambridgeshire District Council.

Greater Cambridge Partnership

The Greater Cambridge Partnership is a partnership between Cambridge City Council, Cambridgeshire County Council, South Cambridgeshire District Council, the University of Cambridge and the Business Board of the Cambridgeshire and Peterborough Combined Authority to support continued growth of the Greater Cambridge area. Local delivery body for a City Deal with central Government, bringing powers and investment, worth up to £1 billion over 15 years.

Green Belt

A statutory designation made for the purposes of checking the unrestricted sprawl of large built-up areas, preventing neighbouring towns from merging into each other, assisting in safeguarding the countryside from encroachment, preserving the setting and special character of historic towns and assisting in urban regeneration by encouraging the recycling of derelict and other urban land. Specific Green Belt purposes have been set out for Cambridge.

Green infrastructure

A network of multi-functional green space, urban and rural, which can deliver a wide range of environmental and quality of life benefits for local communities. It includes a wide range of elements such as country parks, wildlife habitats, rights of way, commons and greens, nature reserves, waterways and bodies of water, and historic landscapes and monuments.

Grey belt

Land in the Green Belt that is not subject to major policy constraints defined in footnote 7 of the National Planning Policy Framework and is either previously developed land, or does not strongly contribute to the national purposes of checking the unrestricted sprawl of large built-up areas, preventing neighbouring towns from merging into each other, and assisting in safeguarding the countryside from encroachment.

Gypsies and Travellers

Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependants' educational or health needs or old age have ceased to travel temporarily or permanently, and all other persons with a cultural tradition of nomadism or of living in a caravan, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.

Health impact assessment (HIA)

A health impact assessment is a tool to appraise both positive and negative impacts on the different affected subgroups of the population that might result from the development. Public participation is considered a major component of the process. It usually assesses a policy or proposal that does not have health improvement as a primary objective. The implementation of the development may result in intended objectives being met but may also result in consequences that are unintended and unanticipated. A HIA is usually forward-looking and done at a time when it is possible to change the proposed development if necessary, such as at the masterplanning stage.

Healthy New Towns

Healthy new towns are those in which people can live and work in a safe, healthy, supportive and inclusive neighbourhood. A healthy town will ensure that people are able to enjoy the options of easy access by public transport and active travel modes (walking and cycling), to services and facilities that are relevant to them. It will also allow people to safely and easily move around their neighbourhood through high quality people focused spaces, while enjoying barrier free access to surrounding areas and to the city centre.

Heat island

Urban areas are often warmer than the surrounding countryside, especially at night, as materials like tarmac and stone, absorb and store heat.

Heat networks

Heating networks are systems for distributing heat generated in a centralised location for residential and commercial heating requirements. The heat is often obtained from a co-generation plant burning fossil fuels but increasingly biomass, although heat-only boiler stations, geothermal heating and central solar heating are also used, as well as nuclear power.

Heritage Impact Assessment

A Heritage Impact Assessment is a tool used to evaluate how a proposed development may impact heritage assets.

Hi-tech or high technology industry

Activities including production in fields which include biotechnology, chemicals, consultancy research and development, computer components and hardware, computer software, electronic systems and products, information technology, instrumentation, new materials technology, telecommunications, other forms of new manufacturing process or fields of research and other development which may be regarded as high technology uses.

Higher density

New residential and commercial development at a density that is higher than what is typically found in the surrounding context. It does not mean high-rise development.

Higher Education institutions

A higher education provider refers to an institution or organisation that offers formal educational programs and courses beyond the secondary level. These institutions include universities, colleges, and specialist colleges and language schools. They provide post-secondary education and award qualifications ranging from undergraduate to postgraduate degrees. Within Greater Cambridge, higher education institutions include the University of Cambridge and Anglia Ruskin University.

Historic environment

All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.

Houses in multiple occupation (HMO)

A HMO, depending on the number of occupants, is classed as either:

- small HMO – this is a shared dwelling house which is occupied by between three and six unrelated individuals who share basic amenities such as a kitchen or bathroom, and who use the HMO as their main or only residence. This falls into use class C4 under the Town and Country Planning (Use Classes) Order 2010
- larger HMO – this is when there are more than six unrelated individuals sharing basic amenities such as a kitchen or bathroom, and who use the HMO as their main or only residence. This falls into the sui generis class under the Town and Country Planning (Use Classes) Order 2010.

Housing Infrastructure Fund (HIF)

A government capital grant programme to deliver new physical infrastructure to support new and existing communities and make more land available for housing in high demand areas, resulting in new additional homes that otherwise would not have been built.

Important Countryside Frontages

Important Countryside Frontages are defined as areas where land with a rural character either extends into or borders a built-up area, providing an interaction between the street area and countryside, or separates two nearby but detached parts of the built-up area.

Inclusive design

Inclusive design results in an environment which everyone can use, to access and benefit from the full range of opportunities available, confidently, independently, with choice and dignity, which avoids separation or segregation and is made up of places and spaces that acknowledge diversity and difference, meeting the needs of everyone in society.

Incubator space

Provides start-up and scale-up space for companies, including support and services.

Infrastructure

Includes transport, energy, water, waste, digital/smart, social and green infrastructure.

Integrated Water Management

Collaborative approaches to land use and water management that integrate social, environmental, and economic factors to deliver the coordinated management of water storage, water supply, water demand, wastewater, flood risk, water quality, and the role of water in the natural environment.

Landscape and Visual Impact Assessment (LVIA)

Process of assessing the landscape and visual effects of developments and their significance. Assessment should adhere to the Landscape Institute published 3rd edition of Guidelines for Landscape and Visual Impact Assessment (GLVIA3).

Listed Buildings

Structure considered by the Secretary of State (for Digital, Culture, Media and Sport) to be 'of special architectural or historic interest' and included in a list of such buildings. The list is maintained by Historic England and is available online through the [National Heritage List for England](#).

Local centre

A cluster of shops and other community facilities that satisfy local needs and are accessible on foot. Usually comprising a newsagent, a general grocery store, a sub-post office and occasionally other facilities such as a pharmacy, a public house and a hairdresser. Boundaries indicated on the policies map.

Local Lettings Plan

Local Lettings Plans set out the criteria for allocating and letting Social Rent and Affordable Rent homes within a development to help create balanced, mixed and sustainable communities. For a rural exception site scheme, Local Lettings Plans are used to ensure that priority is given to those with a local village connection.

Local Plan

A plan for the future development of a local area, drawn up by the local planning authority in consultation with the community. In law this is described as the development plan documents adopted under the Planning and Compulsory Purchase Act 2004. A local plan can consist of either strategic or non-strategic policies, or a combination of the two.

Local Planning Authority (LPA)

The public authority whose duty it is to carry out specific planning functions for a particular area. All references to local planning authority include the district council, London borough council, county council, Broads Authority, National Park Authority, the Mayor of London and a development corporation, to the extent appropriate to their responsibilities.

Local Nature Reserve (LNR)

Reserves with wildlife or geological features that are of special interest locally.

Major development

For housing, development where 10 or more homes will be provided, or the site has an area of 0.5 hectares or more. For non-residential development it means additional floorspace of 1,000m² or more, or a site of 1 hectare or more, or as otherwise provided in the Town and Country Planning (Development Management Procedure) (England) Order 2015.

Massing

Massing is a term in architecture which refers to the perception of the general shape and form as well as size of a building.

Masterplan

A masterplan describes how proposals for a site will be implemented. The level of detail required in a masterplan will vary according to the scale at which the masterplan is produced.

Micro-mobility

Refers to a range of small, lightweight devices operating at speeds typically below 25 km/h (15mph) and is ideal for trips up to 10km. Micromobility devices include bicycles, Ebikes, electric scooters, electric skateboards, shared bicycles, and electric pedal assisted (pedelec) bicycles.

Minor Development

A minor development is anything smaller than the criteria for major developments. For example, the number of dwellings is between one and nine and the floorspace is less than 1,000sqm or the site area less than one hectare.

Mixed use developments

Development comprising two or more uses as part of the same scheme such as shops on the ground floor and residential flats above. This could apply at a variety of scales from individual buildings, to a street, to a new neighbourhood or urban extension.

Mobility (travel) hubs

A dedicated space that enables seamless interchange between pedestrians, cyclists and public transport, with facilities such as sheltered waiting area with seating, digital information, cycle parking, dockless cycle/scooter hire, and larger facilities may include café, toilets, parcel collection, car drop-off.

National Design Guide

This guide illustrates the characteristics of well-designed places, showing what good design looks like in practice.

National Model Design Code

Provides guidance on the creation of design policies and codes to promote well-designed places that are appropriate to the character of the local area.

National Planning Policy Framework (NPPF)

This document sets out national planning policies for England and the Government's requirements for the Planning System. The policies in the NPPF must be taken into account when preparing Local Plans.

National Planning Practice Guidance (NPPG)

The Government's planning practice guidance to support the NPPF.

Neighbourhood Plan

A plan prepared by a parish council or neighbourhood forum for a designated neighbourhood area. This is described as a neighbourhood development plan in the Planning and Compulsory Purchase Act 2004.

Net zero carbon

Net zero carbon means that carbon emissions cannot exceed zero. In practice, a net zero carbon target means that in addition to phasing out fossil fuels and the role of renewable energy and energy reduction measures, there is also a role for balancing a certain measured amount of carbon released with an amount of carbon offsets, through, for example, tree planting or carbon capture and storage.

Noise sensitive development or receptors

Noise sensitive development or receptors are those, both existing and proposed, with human receptors that are most susceptible to adverse noise impacts. These mainly include premises where people live and or sleep overnight including dwellings (houses, flats, bungalows and maisonettes), residential institutions (hospices, residential care and nursing homes), hotels and rooms for residential purposes (including student accommodation / halls of residence, school boarding houses and hostels) and healthcare (hospitals and other medical facilities with accommodation for patients and families).

Non-Designated Heritage Assets

Buildings, sites, places or landscapes that have a degree of heritage significance that are considered in local planning decisions, but do not meet the criteria for Designated Heritage Assets.

Older People

People over or approaching retirement age, including the active, newly-retired, through to the very frail elderly, and whose housing needs can encompass accessible, adaptable general needs housing through to the full range of retirement and specialised housing for those with support or care needs.

Open space

Areas of land not built on and water bodies such as rivers and lakes, regardless of ownership and access. These areas include parks and gardens, natural and semi-natural green spaces, green corridors, outdoor sports facilities, amenity green space, teenagers' and children's play areas, allotments and community gardens, cemeteries and churchyards, accessible countryside in urban fringe areas and civic spaces.

Outline Planning Permission / Approval

Planning applications that seek to establish the development principles of a site, such as the type, scale and nature of land uses considered acceptable, before a fully detailed planning application is put forward.

Oxford-Cambridge Arc

An area covering Oxford, Milton Keynes and Cambridge, identified by the Government as a unique opportunity to become an economic asset of international standing.

Passivhaus

Passivhaus buildings provide a high level of occupant comfort while using very little energy for heating and cooling. They are designed and constructed according to principles developed by the Passivhaus Institute in Germany.

Permeability

Permeability or connectivity describes the extent to which urban forms permit (or restrict) movement of people or vehicles in different directions. Permeability is generally considered a positive attribute of an urban design, as it permits ease of movement and avoids severing neighbourhoods. Urban forms which lack permeability, such as those severed by arterial roads, or with many long cul-de-sacs, are considered to discourage movement on foot and encourage longer journeys by car.

Planning condition

A condition imposed on a grant of planning permission (in accordance with the Town and Country Planning Act 1990) or a condition included in a Local Development Order or Neighbourhood Development Order.

Planning obligation

A legally enforceable obligation entered into under section 106 of the Town and Country Planning Act 1990 to mitigate the impacts of a development proposal.

Policies Map

A geographical map showing the specific locations for new development, areas for protection like nature sites or Green Belts, and environmental designations as set out in the Plan. The map provides visual guidance for considering the policies when making planning decisions.

Previously developed land

Land which has been lawfully developed and is or was occupied by a permanent structure and any fixed surface infrastructure associated with it, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed). Previously developed land excludes land that is or was last occupied by agricultural or forestry buildings, land that has been developed for minerals extraction or waste disposal by landfill, where provision for restoration has been made through development management procedures, land in built-up areas such as residential gardens, parks, recreation grounds and allotments, and land that was previously developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape.

Private Rented Sector (PRS) housing

Properties owned by private landlords, letting agents, or companies that are rented to tenants, often including Build to Rent housing. A landlord (often through a management company or estate agent) will lease the property to tenants under a tenancy agreement.

Public Art

A form of artistic expression created for the enjoyment of the general public within the public realm.

Public House

A licensed premises that must be open to and welcoming of the general public without requiring membership or residency that allows drinking on the premises without requiring food to be consumed.

Public open spaces

Any land laid out as a public garden or used for the purposes of public recreation. This means space which has unimpeded public access, and which is of a suitable size and nature for sport, active or passive recreation or children and teenagers' play. Private or shared amenity areas, for example in a development of flats, or buffer landscaped areas are not included as public open space. This definition relates to both open space provided within a development, and when considering the provision of existing open space.

Public realm

Public realm relates to all those parts of the built environment where the public has free access. It encompasses: all streets, squares, and other rights of way, whether predominantly in residential, commercial or community/civic uses; the open spaces and parks; and the 'public/private' spaces where public access is unrestricted (at least during daylight hours). It includes the interfaces with key internal and private spaces to which the public normally has free access.

Registered provider

Providers of social housing registered with the Regulator of Social Housing. Includes local authority landlords and Private Registered Providers (such as not-for-profit housing associations, co-operatives and for-profit organisations).

Renewable and low carbon energy

Includes energy for heating and cooling as well as generating electricity. Renewable energy covers those energy flows that occur naturally and repeatedly in the environment – from the wind, the fall of water, the movement of the oceans, from the sun and also from biomass and deep geothermal heat. Low carbon technologies are those that can help reduce emissions (compared to conventional use of fossil fuels).

Research and development (R&D)

Sector within industry specialising in researching new ideas and developing these products towards being made.

Reserved Matters Planning Permission / Approval

Applies to Outline Planning Permissions that have been granted, where the applicant is required to submit and get approval from the LPA on specific details ("reserved matters") of the proposed development before work can start.

Residential annexe

A residential annexe is a separate building or extension to a dwelling that is self-contained or capable of being self-contained, and designed to provide accommodation that is ancillary to the principal dwelling. A residential annexe must be retained in the same ownership as, and be occupied in conjunction with, the principal dwelling, and have an element of functional connection to the principal dwelling.

Residual waste

Waste that remains after all recyclable and compostable materials have been segregated. This typically includes non-recyclable waste that is treated either by disposal at a landfill site, put through incineration, or used in energy recovery systems.

Right to Buy

Scheme introduced by the Housing Act 1980 which enables secure Local Authority tenants (and some assured Housing Association tenants) to buy their rented home at a discount.

Rural Exception Sites

Small sites used for affordable housing in perpetuity where sites would not normally be used for housing. Rural exception sites seek to address the needs of the local community by accommodating households who are either current residents or have an existing family or employment connection. A proportion of market homes may be allowed on the site at the local planning authority's discretion, for example where essential to enable the delivery of affordable units without grant funding.

Section 106 (S106)

A binding legal agreement requiring a developer or landowner to provide or contribute towards facilities, infrastructure or other measures, in order for planning permission to be granted. Planning obligations are normally secured under Section 106 of the Town and Country Planning Act 1990.

Self-contained dwelling

A dwelling is defined (in line with the Census) as a self-contained unit of accommodation. A self-contained dwelling is where all the rooms (including kitchen, bathroom and toilet) in a household's accommodation are behind a single door which only that household can use. Non self-contained household spaces at the same address should be counted together as a self-contained dwelling.

Skyline

An outline of land and buildings defined against the sky known as the skyline of the city.

Smart energy management

Smart energy management is a modernised electricity grid that uses information and communications technology to monitor and actively control generation and demand in

near real-time, which provides a more reliable and cost-effective system for transporting electricity from generators to homes, business and industry.

South Cambridgeshire District Design Guide

A supplementary planning document that promotes high-quality and sustainable development across the South Cambridgeshire District, through a focus on appropriate and well-designed developments.

Specialist accommodation or specialist housing

Any residential accommodation for occupation by older people, people with disabilities, and vulnerable people with specific housing needs. Any student accommodation, other types of residential institutions related to education uses (such as boarding schools) or hospitals are not included within this definition.

Standard method

A government formula that helps councils to work out how many homes are needed in a given local area. Details of the standard method can be found on the government's [‘planning guidance – Housing and economic needs assessment’](#) website.

Start-up

The early stage of a new business.

Strategic site

A significant area of land identified in local development plans for a major, long-term development, often providing a mix of uses including housing, employment, and infrastructure.

Student accommodation

Accommodation for sole use by students or academic staff provided in individual, self-contained units either as part of a shared student accommodation development or an individual proposal, or bedrooms in either halls of residence (PBSA) or shared houses (HMOs) with shared facilities.

Sustainability Appraisal (SA)

Prepared alongside the plan to appraise the social, environmental and economic effects of a plan and alternative approaches to help ensure that decisions made will contribute to achieving sustainable development.

Sustainable development

Development meeting the needs of the present without compromising the ability of future generations to meet their own needs. The [UK Sustainable Development Strategy Securing the Future](#) sets out five ‘guiding principles’ of sustainable development: living within the planet’s environmental limits, ensuring a strong, healthy and just society, achieving a sustainable economy, promoting good governance, and using sound science responsibly.

Sustainable drainage systems (SuDs)

Sustainable drainage systems control surface water run-off by mimicking natural drainage processes through the use of surface water storage areas, flow limiting devices and the use of infiltration areas or soakaways.

Sustainable modes of transport

Any efficient, safe and accessible means of transport with overall low impact on the environment, including walking and cycling, low and ultra-low emission vehicles, car sharing and public transport.

Townscape

Townscape is the landscape within the built-up area, including the buildings, the relationship between them, the different types of urban open spaces, including green spaces and the relationship between buildings and open spaces.

Transport assessment

A comprehensive and systematic process that sets out transport issues relating to a proposed development. It identifies measures required to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling and public transport, and measures that will be needed deal with the anticipated transport impacts of the development.

Travellers

Travellers refers to both Gypsies and Travellers and Travelling Showpeople.

Travelling Showpeople

Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their own or their family's or dependants' more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily or permanently, but excludes Gypsies and Travellers.

Travel plan

A long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed.

University or college campus site

These are the sites owned by Anglia Ruskin University, the University of Cambridge, or the colleges of the University of Cambridge, that include student accommodation or other buildings where educational activities occur. This will include libraries, lecture halls, student centres, halls of residence and dining halls.

Use Classes Order

The Town and Country Planning (Use Classes) Order 1987 (as amended) puts uses of

land and buildings into various categories known as use classes. Planning permission is not needed when both the present and proposed uses fall within the same class. The current use classes were last updated in September 2020.

Vacant buildings credit

Where a vacant building is brought back into any lawful use, or is demolished to be replaced by a new building, the developer will be offered a financial credit equivalent to the existing gross floorspace of relevant vacant buildings when the local planning authority calculates any affordable housing contribution which will be sought.

Vernacular buildings

Architecture that is concerned with domestic needs rather than public and commemorative buildings, often in keeping with the traditional style of the area that has developed over time.

Vibration

The oscillatory motion of an object or particles around an equilibrium point, often as a result of a disturbance of a solid or fluid.

Walkable (neighbourhood)

Areas typically based on 400m (five-minute walking time) catchments with facilities available within a five and ten-minute walk from home.

Wheeling

Term used to refer to the use of manual and powered wheelchairs, and other mobility scooters.

Zero carbon development

Zero carbon development is development that results in no net emissions of carbon dioxide into the atmosphere.

Sources of data used in infographics

Climate change infographic

- Climate projections for winter rainfall and warmer summers forecasting for 2070: <https://www.metoffice.gov.uk/research/approach/collaboration/ukcp/index> (2018)

Biodiversity and green space infographic

- Areas of Conservation, Sites of Special Scientific Interest, Priority Species, Local Nature Reserves, County and City Wildlife sites: Cambridgeshire and Peterborough Environmental Records Centre (CPERC) – Annual Monitoring Report supporting information (2023 – 2024)
- Ancient woodlands: [Magic Map Application](#) (2025)
- Tree coverage in Greater Cambridge: Ward Canopy Cover from [Bluesky National Tree Map data](#) (2025) and [i-Tree Eco project](#) (2021)

Wellbeing and social inclusion infographic

- Population qualified to RQF3 and above: Nomis – Labour market profiles: <https://www.nomisweb.co.uk> (Jan 2020 – Dec 2020)
- Life expectancy: Cambridgeshire Insight: <https://cambridgeshireinsight.org.uk/jsna-2023/overarching-health-indicators/life-expectancy-and-healthy-life-expectancy> (2023)
- Population aged 65 or over: Office for National Statistics (ONS) population estimates published on Cambridgeshire Insight: <https://cambridgeshireinsight.org.uk> (2023)
- Households experiencing fuel poverty: Office for National Statistics (ONS) <https://www.gov.uk/government/collections/fuel-poverty-statistics> (2019)
- Least deprived local authority areas: Ministry of Housing, Communities and Local Government: <https://www.gov.uk/government/statistics/english-indices-of-deprivation-2019> (2019)

Great places infographic

- RIBA award-winning projects: Royal Institute of British Architects: <https://www.riba.org/explore/awards/uk-awards/regional-awards/2025/east-award-winners> (2025)

- Schemes reviewed by Design Review Panel: Greater Cambridge Shared Planning monitoring information (2023 – 2025)
- Conservation areas: <https://greatercambridgeplanning.org/design-heritage-and-environment/historic-environment> (2025)
- Listed Buildings: [Search the List – Find listed buildings, monuments, battlefields and more | Historic England](#) (2025)

Jobs infographic

- Jobs in the knowledge intensive economy: <https://cambridgeahead.co.uk/cambridge-cluster-insights> (2023 – 2024)
- City with most science and technology: (2024)
- Tourism bringing in £841m, accounting for 22% of jobs: Nomis Official Labour Market Statistics: www.nomisweb.co.uk (2024)
- Visitors in 2023: Destination Research via Greater Cambridge Hotel Need Study (Colliers) – published alongside the draft Local Plan (2025)

Homes infographic

- Number of homes in Greater Cambridge today: Number of dwellings by tenure and district, Ministry of Housing, Communities and Local Government: <https://www.gov.uk/government/statistical-data-sets/live-tables-on-dwelling-stock-including-vacants> (May 2025)
- Average house prices in Cambridge, South Cambs and England: Housing Market Bulletin (Edition 65) Housing Board for Cambridgeshire, Peterborough and West Suffolk: <https://cambridgeshireinsight.org.uk/wp-content/uploads/2025/06/hmb-65-in-word.pdf> (March, 2025)
- Median private weekly rent for a 2 bed home in Cambridge, South Cambs and England: Housing Market Bulletin (Edition 65) Housing Board for Cambridgeshire, Peterborough and West Suffolk: <https://cambridgeshireinsight.org.uk/wp-content/uploads/2025/06/hmb-65-in-word.pdf> (March, 2025)
- Lower quartile house price to income ratio in Cambridge, South Cambs and England: Office of National Statistics (ONS): <https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/ratioofhousepricetoworkplacebasedearningslowerquartileandmedian> (March 2024)

Infrastructure

- Vehicles crossing the boundary of Cambridge: Traffic Monitoring Report – Cambridgeshire County Council: [Traffic Monitoring Report](#) (2023)
- Journeys to work in Cambridge made by bike: Office for National Statistics (ONS) [Nomis – Query Tool – QS701EW – Method of travel to work](#) (2011) and [Greater Cambridge ‘Big Conversation’ Survey](#) (2017)

- People working and living across Greater Cambridge: Local Transport Plan: <https://cambridgeshirepeterborough-ca.gov.uk/wp-content/uploads/documents/transport/local-transport-plan/LTP.pdf> (2021) and Office for National Statistics (ONS) [Nomis – Query Tool – QS701EW – Method of travel to work](#) (2011)
- Residents within 30 minutes walking or public transport: Local Transport Plan: <https://cambridgeshirepeterborough-ca.gov.uk/wp-content/uploads/documents/transport/local-transport-plan/LTP.pdf> (2021)
- Electricity capacity needs: Greater Cambridge Partnership: [CSWTH Consultation-report-2019](#) (2019)
- Delivered and new schools in Greater Cambridge: Cambridgeshire County Council monitoring data (2025)
- Reduction in car traffic planned: Greater Cambridge Partnership: <https://www.greatercambridge.org.uk/sustainable-transport-programme> (2021)

Identifying the Strategic Policies in the Greater Cambridge Local Plan

Introduction

1. National planning policy sets out that plans should be explicit about which policies are strategic policies, and that the non-strategic policies should be clearly distinguished from the strategic policies.
2. The National Planning Policy Framework (December 2024) (NPPF) defines strategic policies as “Policies and site allocations which address strategic priorities in line with the requirements of Section 19 (1B-E) of the Planning and Compulsory Purchase Act 2004.”
3. Collectively, the NPPF and Planning Practice Guidance (PPG) provide further definition around which matters strategic policies should address, supporting plan-makers to reach a view on which policies should be considered strategic or non-strategic.
4. Neighbourhood Plans must be in general conformity with the strategic policies contained in any development plan that covers their area.

Criteria used to identify Strategic Policies

5. Paragraph 20 of the NPPF outlines that strategic policies should set out an overall strategy for the pattern, scale and design quality of places and make sufficient provision for:
 - a. homes, employment, retail, leisure and other commercial development,
 - b. infrastructure for transport, telecommunications, security, waste management, water supply, wastewater, flood risk and coastal change management, and the provision of minerals and energy (including heat);
 - c. community facilities – such as health, education and cultural infrastructure, and;
 - d. conservation and enhancement of the natural, built and historic environment, including landscapes and green infrastructure, and planning measures to address climate change mitigation and adaptation.

6. The NPPF also sets out in paragraphs 11, 23, 78, 124, 144, 145 and 171 that:
 - e. strategic policies should provide for objectively assessed needs for housing and other uses, informed by a local needs assessment, and provide a clear strategy for bringing sufficient land forward at a sufficient rate to address objectively assessed needs over the plan period,
 - f. strategic policies should include a trajectory illustrating the expected rate of housing delivery over the plan period,
 - g. strategic policies should set out a clear strategy for accommodating objectively assessed needs, in a way that makes as much use as possible of previously-developed or 'brownfield' land,
 - h. any proposals for new Green Belts should be set out in strategic policies,
 - i. strategic policies should establish the need for any changes to Green Belt boundaries, and
 - j. strategic policies should be informed by a strategic flood risk assessment, and should manage flood risk from all sources.
7. The PPG (Paragraph: 076 Reference ID: 41-076-20190509) sets out additional considerations for reaching a view on whether a policy may be strategic:
 - a. whether the policy sets out an overarching direction or objective;
 - b. whether the policy seeks to shape the broad characteristics of development,
 - c. the scale at which the policy is intended to operate;
 - d. whether the policy sets a framework for decisions on how competing priorities should be balanced;
 - e. whether the policy sets a standard or other requirement that is essential to achieving the wider vision and aspirations in the local plan or spatial development strategy;
 - f. in the case of site allocations, whether bringing the site forward is central to achieving the vision and aspirations of the local plan or spatial development strategy, and;
 - g. whether the local plan or spatial development strategy identifies the policy as being strategic.

Methodology

8. The Councils have considered each of the policies in the draft Greater Cambridge Local Plan against criteria A-J from the NPPF 2024 and criteria a-g from the PPG to reach a view as to whether the policy should be considered a strategic policy or non-strategic policy. These criteria also address the legal requirement in the Planning and Compulsory Purchase Act 2004 that strategic policies should collectively address the Plan's strategic priorities. For each strategic policy, relevant criteria from the NPPF and/or PPG have been identified, and for all policies the reasoning for why it is or is not considered to be a strategic policy has been captured.

Strategic Policies in the Greater Cambridge Local Plan

Policy: S/JH: New jobs and homes

- NPPF criteria met: A, E, F
- NPPG criteria met: a, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective and/or direction.

Policy S/DS: Development strategy

- NPPF criteria met: A, E, F, G, I
- NPPG criteria met: a, b, d, f, g
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective and/or direction.

Policy S/SH: Settlement hierarchy

- NPPF criteria met: A, E, F
- NPPG criteria met: a, b, c, e, g
- Strategic Policy: Yes
- Reasoning: Policy sets a standard that is essential to achieving an overarching objective.

Policy D/DE: Defined development extents

- NPPF criteria met: A, B, C
- NPPG criteria met: a, b, c, e, g
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective and/or direction.

Policy D/GB: The Cambridge Green Belt

- NPPF criteria met: D
- NPPG criteria met: a, d, g
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective and/or direction.

Policy S/MO: Monitoring

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Procedural policy.

Policy S/NEC: North East Cambridge

- NPPF criteria met: A, B, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/AMC: Areas of Major Change

- NPPF criteria met: A, B, C, D, E, G
- NPPG criteria met: a, b, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/OA: Opportunity Areas in Cambridge

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/LAC: Other site allocations in Cambridge

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/LAC: Other site allocations in Cambridge

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/CE: Cambridge East

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/NWC: North West Cambridge

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/CBC: Cambridge Biomedical Campus (including Addenbrooke's Hospital)

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/WC: West Cambridge

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g

- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/EOC: Other site allocations on the edge of Cambridge

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/CB: Cambourne

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/NS: Existing new settlements

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/GC: Genome Campus, Hinxton

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/BRC: Babraham Research Campus

- NPPF criteria met: A, C, E, I
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/SCP: Other site allocations in the Rural Southern Cluster

- NPPF criteria met: A, C, E, I
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/RRA: Site allocations in rest of rural of the rural area

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, f, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy S/RRP: Policy areas in the rest of the rural area

- NPPF criteria met: A, C, E
- NPPG criteria met: a, c, g
- Strategic Policy: Yes
- Reasoning: Strategic to delivery of homes and jobs.

Policy CC/SD: Sustainable development and the climate emergency

- NPPF criteria met: B, D
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy CC/DC: Designing for a changing climate

- NPPF criteria met: D
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective. Policy seeking to shape the broad characteristics of development.

Policy CC/NZ: Net zero carbon new buildings

- NPPF criteria met: B, D
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective. Policy seeking to shape the broad characteristics of development.

Policy CC/NZ: Water efficiency in new developments

- NPPF criteria met: B, D
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective. Policy seeking to shape the broad characteristics of development.

Policy CC/WE: Water efficiency in new developments

- NPPF criteria met: B, D
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective. Policy seeking to shape the broad characteristics of development.

Policy CC/IW: Integrated water management, sustainable drainage and water quality

- NPPF criteria met: B, D, J
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes

- Reasoning: Policy setting out an overarching objective. Policy seeking to shape the broad characteristics of development.

Policy CC/FM: Managing flood risk

- NPPF criteria met: B, D, J
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy CC/RE: Renewable energy projects and infrastructure

- NPPF criteria met: B, D
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy CC/CE: Supporting a circular economy and sustainable resource energy

- NPPF criteria met: D
- NPPG criteria met: b, d
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy CC/CS: Supporting land-based carbon sequestration and carbon sinks

- NPPF criteria met: D
- NPPG criteria met: b, d
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy BG/BG: Biodiversity and geodiversity

- NPPF criteria met: D
- NPPG criteria met: a, b, c, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective. Policy seeking to shape the broad characteristics of development.

Policy BG/GI: Green infrastructure

- NPPF criteria met: B, D
- NPPG criteria met: a, b, c, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy BG/TC: Improving tree canopy cover and the tree population

- NPPF criteria met: D
- NPPG criteria met: a, b, c, d, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to shape the broad characteristics of development.

Policy BG/RC: River corridors

- NPPF criteria met: D
- NPPG criteria met: b, c
- Strategic Policy: Yes
- Reasoning: Policy seeking to shape the broad characteristics of development.

Policy BG/PO: Protecting open spaces

- NPPF criteria met: D
- NPPG criteria met: a, b, c
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective. Policy seeking to shape the broad characteristics of development.

Policy BG/EO: Providing and enhancing open spaces

- NPPF criteria met: C, D
- NPPG criteria met: b, e
- Strategic Policy: Yes
- Reasoning: Policy sets a standard that is essential to achieving an overarching objective.

Policy WS/HD: Creating healthy new developments

- NPPF criteria met: B, C, D
- NPPG criteria met: a, b, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective. Policy seeking to shape the broad characteristics of development.

Policy WS/NC: Meeting the needs of new and growing communities

- NPPF criteria met: A, C
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy WS/CF: Community, sports, and leisure facilities

- NPPF criteria met: C
- NPPG criteria met: b, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy WS/CH: Cultural and creative hubs

- NPPF criteria met: A, C
- NPPG criteria met: d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy WS/MU: Meanwhile uses during long term redevelopment

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy not critical to the delivery of the strategic priorities.

Policy WS/IO: Creating inclusive employment and business opportunities through new developments

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed policy development management policy setting procedural / evidential requirements for certain planning applications.

Policy WS/HS: Pollution, health and safety

- NPPF criteria met: D
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy WS/HS: Protection of public houses

- NPPF criteria met: C
- NPPG criteria met: b, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy GP/PP: People and place responsive design

- NPPF criteria met: B, C, D
- NPPG criteria met: b, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy GP/QD: Achieving high quality development

- NPPF criteria met: D
- NPPG criteria met: a, b, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy GP/HD: Housing density

- NPPF criteria met: A, D
- NPPG criteria met: a, b, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to shape the broad characteristics of development.

Policy GP/ST: Skyline and tall buildings

- NPPF criteria met: A, D
- NPPG criteria met: a, b, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to shape the broad characteristics of development.

Policy GP/QP: Establishing high quality landscape and public realm

- NPPF criteria met: D
- NPPG criteria met: a, b, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to shape the broad characteristics of development.

Policy GP/LC: Protection and enhancement of landscape character

- NPPF criteria met: D
- NPPG criteria met: a, b, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy GP/HE: Historic environment

- NPPF criteria met: D
- NPPG criteria met: a, b, c, d, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to shape the broad characteristics of development.

Policy GP/HA: Designated heritage assets

- NPPF criteria met: D
- NPPG criteria met: a, b, c, d, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to shape the broad characteristics of development.

Policy GP/ND: Non-designated heritage assets

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy setting locally specific criteria not critical to the delivery of the strategic priorities.

Policy GP/AR: Archaeology

- NPPF criteria met: D
- NPPG criteria met: a, b, c, d, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to shape the broad characteristics of development.

Policy GP/CC: Adapting heritage assets to climate change

- NPPF criteria met: N/A
- NPPG criteria met: N/A

- Strategic Policy: No
- Reasoning: Detailed development management policy setting locally specific criteria and evidential requirements for certain planning applications.

Policy GP/SF: Shopfronts

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy setting locally specific criteria not critical to the delivery of the strategic priorities.

Policy J/NE: New employment development proposals

- NPPF criteria met: D
- NPPG criteria met: a, b, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy J/RE: Supporting the rural economy

- NPPF criteria met: A, E
- NPPG criteria met: a, b, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy J/AL: Protecting the best agricultural land

- NPPF criteria met: A, E
- NPPG criteria met: a, b, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy J/PB: Protecting existing business space

- NPPF criteria met: A, E
- NPPG criteria met: a, b, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy J/AW: Affordable workspace and creative industries

- NPPF criteria met: A, C, E
- NPPG criteria met: a, b, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy J/EP: Supporting a range of facilities in employment parks

- NPPF criteria met: A, C, E
- NPPG criteria met: a, b, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy J/MS: Markets and street trading

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy relating to markets and street trading.

Policy J/RC: Retail and other complementary town centre uses

- NPPF criteria met: A, C, E
- NPPG criteria met: a, b, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy J/SA: Cambridge City's Primary Shopping Area

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy relating to Cambridge City's Primary Shopping Area (PSA).

Policy J/VA: Visitor accommodation, attractions and facilities

- NPPF criteria met: A, C, E
- NPPG criteria met: a, b, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy J/FD: Faculty development and specialist/language schools

- NPPF criteria met: A, E
- NPPG criteria met: a, c, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy H/AH: Affordable housing

- NPPF criteria met: A, E, G
- NPPG criteria met: a, b, c, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching objective.

Policy H/ES: Exception sites for affordable housing

- NPPF criteria met: A, E
- NPPG criteria met: a, c, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting a framework for how competing priorities should be balanced.

Policy H/HM: Housing mix

- NPPF criteria met: A, E, G
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy sets a standard that is essential to achieving an overarching objective.

Policy H/GL: Garden land and subdivision of existing plots

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy relating to the subdivision of existing plots.

Policy H/SS: Residential space standards and accessible homes

- NPPF criteria met: A, E, G
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy sets a standard that is essential to achieving an overarching objective.

Policy H/SH: Specialist housing

- NPPF criteria met: A, E, G
- NPPG criteria met: a, d, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to address objectively assessed housing needs.

Policy H/CB: Self and custom build homes

- NPPF criteria met: A, E, G
- NPPG criteria met: a, d, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to address objectively assessed housing needs.

Policy H/BR: Build to rent homes

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy on delivery of build to rent tenure homes.

Policy H/CO: Co-living

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy on delivery of co-living units.

Policy H/MO: Houses in multiple occupation (HMOs)

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy setting local criteria for applications for HMO tenure.

Policy H/SA: Student accommodation

- NPPF criteria met: A, E, G
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to address objectively assessed needs.

Policy H/DC: Dwellings in the countryside

- NPPF criteria met: A
- NPPG criteria met: a, c, d, e
- Strategic Policy: Yes
- Reasoning: Policy setting an overarching direction and/or objective and sets a framework for decisions on how competing priorities should be balanced.

Policy H/RM: Residential moorings

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy relating to residential moorings.

Policy H/GT: Gypsy and traveller and travelling showpeople plots

- NPPF criteria met: A, E, G
- NPPG criteria met: a, b, c, d, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to address objectively assessed housing needs.

Policy I/ST: Sustainable transport and connectivity

- NPPF criteria met: B
- NPPG criteria met: a, b, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy I/TH: Travel hub facilities

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy relating to travel hub facilities.

Policy I/EV: Parking and electric vehicles

- NPPF criteria met: B
- NPPG criteria met: a, b, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective. Policy seeking to shape the broad characteristics of development.

Policy I/SD: Servicing and last-mile deliveries

- NPPF criteria met: B
- NPPG criteria met: a, b, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to shape the broad characteristics of development.

Policy I/SI: Safeguarding important infrastructure

- NPPF criteria met: B
- NPPG criteria met: a, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy I/AD: Aviation development

- NPPF criteria met: B
- NPPG criteria met: a, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy I/EI: Energy infrastructure masterplanning

- NPPF criteria met: B, D
- NPPG criteria met: a, c, e
- Strategic Policy: Yes
- Reasoning: Policy setting out an overarching direction and/or objective.

Policy I/ID: Infrastructure and delivery

- NPPF criteria met: B
- NPPG criteria met: a, c, e
- Strategic Policy: Yes
- Reasoning: Policy sets a standard / requirement that is essential to achieving an overarching objective.

Policy I/DT: Digital and telecommunications infrastructure

- NPPF criteria met: B
- NPPG criteria met: a, b, c, e
- Strategic Policy: Yes
- Reasoning: Policy seeking to shape the broad characteristics of development.

Policy I/CM: Construction management

- NPPF criteria met: N/A
- NPPG criteria met: N/A
- Strategic Policy: No
- Reasoning: Detailed development management policy relating to construction management.

DRAFT

Housing requirements for neighbourhood areas within Greater Cambridge

Introduction

- 1.0** The National Planning Policy Framework (NPPF, December 2024) requires Local Plans to set out a housing requirement for designated neighbourhood areas which reflects the overall strategy for the pattern and scale of development and any relevant allocations. It also sets out that where a neighbourhood area is designated at a late stage in the strategic policy-making process, or after strategic policies have been adopted, the local planning authority should provide an indicative figure taking into account factors such as the latest evidence of local housing need, the population of the neighbourhood area, and the most recently available planning strategy of the local planning authority.

Housing requirements for designated neighbourhood areas within Greater Cambridge

- 2.0** The housing requirements for the 27 designated neighbourhood areas within Greater Cambridge are set out in Figure D1 below. The housing requirement for an individual neighbourhood area has been identified taking account of the overall housing requirement, the development strategy, existing supply and the proposed additional allocations, and the population of the neighbourhood area.

Designated neighbourhood area	Housing requirement for 2024-2045
South Newnham	55
Babraham	7
Bassingbourn-cum-Kneesworth	67
Bourn	20
Cottenham	130
Foxton	26
Fulbourn	103
Gamlingay	77
Great Abington Former Land Settlement Association Estate	5
Girton	90
Harston	37
Haslingfield	32
Heydon	4
Histon and Impington	167
Horseheath	9
Linton and Hildersham	96
Longstowe	4
Melbourn	100
Orwell	23
Pampisford	8
Sawston	149
Stapleford and Great Shelford	134
Swavesey	56
Thriplow and Heathfield	23
Waterbeach	115
West Wickham	8
Whittlesford	38

Figure D1: Housing requirements for designated neighbourhood areas within Greater Cambridge

Methodology for calculating the housing requirement of a new or amended designated neighbourhood area

- 3.0** The National Planning Policy Framework (NPPF, December 2024) requires Local Plans to set out a housing requirement for designated neighbourhood areas which reflects the overall strategy for the pattern and scale of development and any relevant allocations. It also sets out that where a neighbourhood area is designated at a late stage in the strategic policy-making process, or after strategic policies have been adopted, the local planning authority should provide an indicative figure taking into account factors such as the latest evidence of local housing need, the population of the neighbourhood area, and the most recently available planning strategy of the local planning authority.
- 4.0** A housing requirement for a new or amended neighbourhood area will be calculated based on:
- the overall housing requirement in the Local Plan: 48,195 dwellings between 2024 and 2045,
 - the population of the neighbourhood area: using the Census 2021 and its proportion of the Greater Cambridge population of 307,789, and
 - the most recent planning strategy: consisting of the development strategy and housing trajectory in the Local Plan that together demonstrate how the overall housing requirement will be met largely through allocations in sustainable locations, therefore leaving a remaining housing requirement of 6,305 dwellings (with no delivery from North East Cambridge) to be met from other sources or through windfall sites.
- 5.0** The housing requirement will be calculated for 2024-2045 by proportionally splitting the remaining housing requirement on the basis of the neighbourhood area's proportion of the Greater Cambridge population.
- 6.0** For any neighbourhood areas that do not exactly match with a parish boundary or Census output area(s) boundary, a best fit with the available boundary options will be used to calculate the population of the designated neighbourhood area.
- 7.0** For example, if a new neighbourhood area is designated for the whole of a parish with a population of 1,250 in the Census 2021. This parish has 0.41% of the Greater Cambridge population, and therefore would have a housing requirement of 0.41% of the remaining housing requirement of 6,305 dwellings, therefore 26 dwellings.

Housing trajectory and five year housing land supply calculation

Housing trajectory

- 1.0** The housing trajectory for Greater Cambridge demonstrates how the minimum of 48,195 additional new homes between 2024 and 2045 will be achieved.
- 2.0** All figures in the housing trajectory are net additional dwellings or dwelling equivalents. The housing trajectory includes:
- any dwellings that are self-contained and do not have their occupancy restricted to short term lets by a condition on the planning permission, but irrespective of whether their planning Use Class is C3 (dwellings), C2 (residential accommodation for students or older people), C4 (small House in Multiple Occupation) or sui generis (for a large House in Multiple Occupation), and
 - any dwelling equivalents for student or older peoples bedspaces, calculated using the national ratios for student accommodation and other communal accommodation set out in the [Housing Delivery Test rulebook](#) (December 2024).

Housing land supply calculation

- 3.0** The five year housing land supply calculation for Greater Cambridge for 2028-2033 has been calculated, on the basis of this being the five year supply period at adoption. The five year housing land supply has been calculated using the Sedgefield methodology with a 5% buffer, on the basis of this being the likely buffer required at that time taking account of anticipated Housing Delivery Test results.

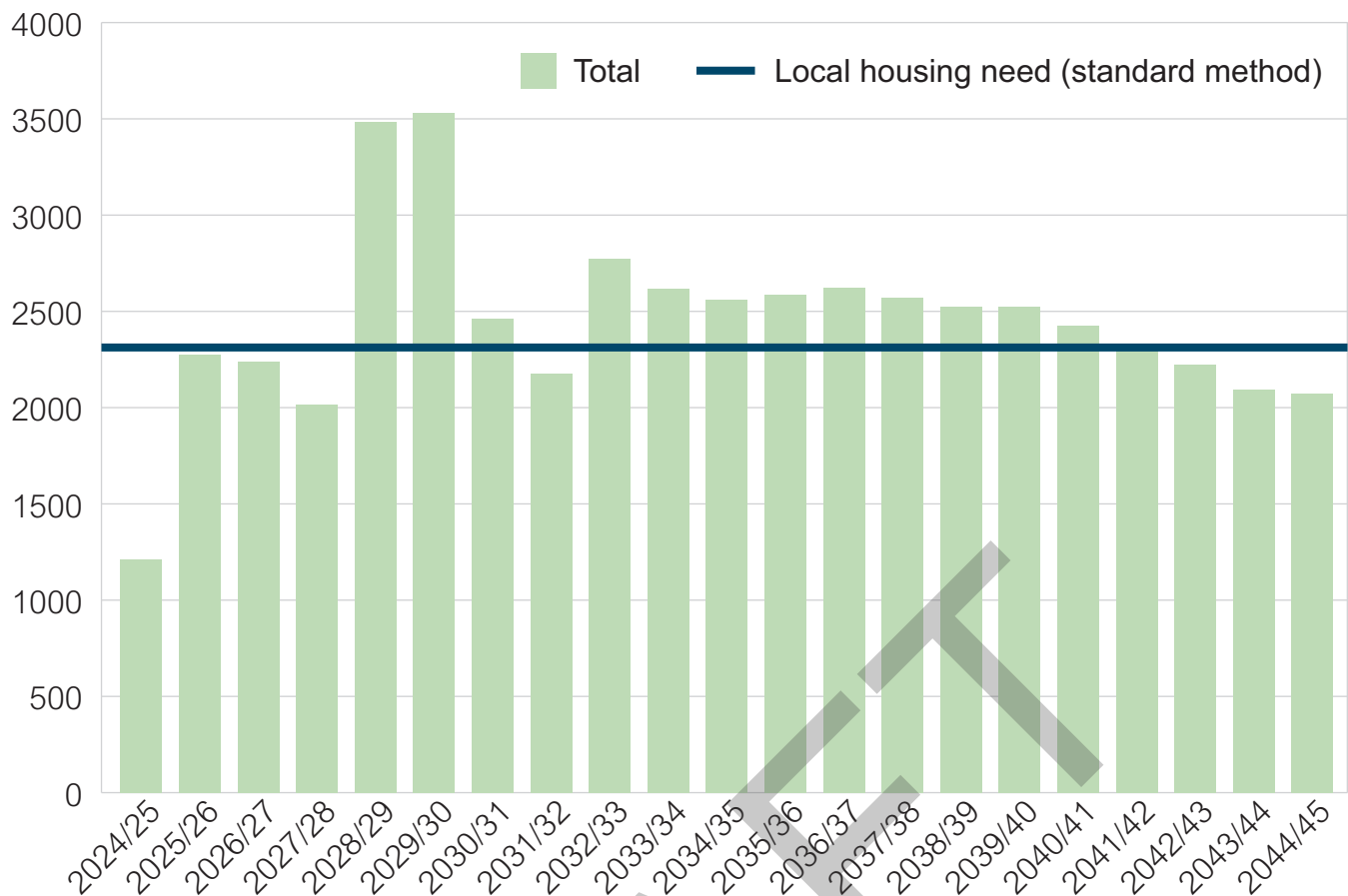


Figure E1: Anticipated completions 2024-2045

'Sedgefield' Methodology	2028-2033
a. Requirement up to 31 March 2028 (based on annual requirements)	9,180
b. Dwellings completed up to 31 March 2028	7,743
c. Shortfall/surplus against annualised average requirement	1,437
d. Five year supply requirement (based on annual requirements) plus shortfall/surplus	12,912
e. Five Year Supply Requirement with 5% buffer	13,558
f. Number of dwellings predicted to be completed in the five year period	14,427
g. Five year supply (with 5%)	5.32

Figure E2: Five year housing land supply

Monitoring indicators

1.0

The Councils will monitor the implementation and performance of the Local Plan against the monitoring indicators set out in the monitoring framework in this appendix. The results will be reported annually through the AMR, as data is available. If, through monitoring, it appears that the targets for the policies and allocations are not being achieved, the trigger under each indicator will apply. There is a specific set of actions for each indicator which will be triggered by the target not being achieved. This will predominately focus on reviewing the implementation of the policy, and any additional guidance required, prior to considering the review of need, evidence or policy.

Development Strategy

Monitoring Indicator Code – M1A

Topic – Net additional jobs.

Policy – Policy S/JH: New jobs and homes.

Indicator description – Delivery of additional jobs annually and against the jobs target for the plan period.

Metric – Number of new jobs created.

Target

- 73,300 jobs over plan period.

Trigger

- Inability to demonstrate delivery of 73,300 jobs within the plan period of 2024-2045.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Action to bring forward employment sites consistent with the local plan, wherever possible in partnership with landowners and developers.
- Action to secure the timely provision of infrastructure.
- Review relevant parts of the Local Plan, including jobs target and employment allocations.
- Consider undertaking cooperation with other local authorities, including through duty to co-operate.

Type of Indicator

- Target.

Source

- NOMIS (ONS Jobs Density).

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M1B

Topic – Net additional employment floorspace.

Policy – Policy S/JH: New jobs and homes.

Policy J/NE – New employment development proposals.

Indicator description – To increase the delivery of employment floorspace and maintain employment land supply to enable delivery of forecast jobs in 'B' use classes.

Metric – Amount of employment floorspace approved and completed by use class.

Target

- No Target.

Trigger

- Further work is needed to develop the employment floorspace targets. This work will inform the trigger point going forward.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Analyse the trend in delivery and identify if any intervention is needed to encourage specific employment uses.
- Review Development Management processes.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Annual Completions Data.
- Planning Applications Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M2A

Topic – Housing Supply.

Policy – Policy S/JH: New jobs and homes.

Indicator description – Housing provision indicated by actual and anticipated completed dwellings, recorded using Housing Trajectory showing:

- Net additional dwellings completed in previous years and the current year;
- Predicted completions in future years; and
- Progress against the housing target for the plan period.

Metric – Actual net number of dwellings completed per annum and net number of dwellings anticipated over the plan period.

Target

- 2,295 dwellings per annum.
- 48,195 dwellings over the plan period.

Trigger

- Inability to meet annual housing completions target of 2,295 dwellings.
- Inability to demonstrate delivery of 48,195 homes within the plan period of 2024-2045.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Action to bring forward housing sites consistent with the Local Plan, wherever possible in partnership with landowners and developers.
- Action to secure the timely provision of infrastructure.
- Review relevant parts of the Local Plan, including housing target and housing allocations.
- Consider undertaking cooperation with other local authorities, including through duty to co-operate.

Type of indicator

- Target.

Source

- Annual Completions Data.
- Housing Trajectory.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M2B

Topic – Housing Supply.

Policy – Policy S/JH: New jobs and homes.

Indicator description – To meet the Housing Delivery Test to demonstrate that housing delivery is aligned with the Councils' housing requirement.

Metric – Housing Delivery Test result expressed as a percentage, considering the previous three years delivery against the housing requirement for the previous three years.

Target

- A result of at least 95% so that there are no consequences for the Councils.

Trigger

- Housing Delivery Test result of less than 95% and need to provide an Action Plan.
- Housing Delivery Test result of less than 85% and need to provide an Action Plan and apply a 20% buffer to five year supply calculations.
- Housing Delivery Test result of less than 75% and need to provide an Action Plan, apply a 20% buffer to five year supply calculations, and apply the presumption in favour of sustainable development.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Completing of Action Plan.
- Applying a 20% buffer to five year supply calculations.
- Applying the presumption in favour of sustainable development.
- Review Development Management processes.
- Action to bring forward housing sites consistent with the Local Plan, wherever possible in partnership with landowners and developers.
- Action to secure the timely provision of infrastructure.
- Review relevant parts of the Local Plan, including housing target and housing allocations.
- Consider undertaking cooperation with other local authorities, including through duty to co-operate.

Type of indicator

- Target.

Source

- Housing Delivery Test.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M2C

Topic – Housing Supply.

Policy – Policy S/JH: New jobs and homes.

Indicator description – To demonstrate a Five Year Housing Land Supply.

Metric – Five year supply of housing land (plus relevant buffer) calculated using Housing Trajectory.

Target

- At least 5 years of housing land supply, when calculated with the relevant buffer.

Trigger

- Inability to demonstrate a five year supply of housing land (plus relevant buffer).

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Action to bring forward housing sites consistent with the Local Plan, wherever possible in partnership with landowners and developers.
- Action to secure the timely provision of infrastructure.
- Review relevant parts of the Local Plan, including housing target and housing allocations.
- Consider undertaking cooperation with other local authorities, including through duty to co-operate.

Type of indicator

- Target.

Source

- Five Year Supply Calculations.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M3A

Topic – Delivery of housing to meet needs of specific groups.

Policy – Policy S/JH: New jobs and homes.

Policy H/GT – Gypsy and Traveller Pitches and Travelling Showpeople Plots.

Indicator description – Meeting the identified accommodation needs of Gypsies and Travellers and Travelling Showpeople.

Metric – Number of Gypsy and Traveller pitches and Travelling Showpeople plots approved and completed.

Target

- 159 Gypsy and Traveller pitches over plan period.
- 20 Travelling Showpeople plots over plan period.

Trigger

- Insufficient pitches or plots coming forward to meet the identified accommodation needs of Gypsies and Travellers and Travelling Showpeople within the plan period of 2024-2045.
- Insufficient pitches or plots coming forward against the five year supply requirements for travellers.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Action to bring forward sites for development, wherever possible in partnership with landowners and developers.
- Review Accommodation Needs Assessment.
- Review relevant parts of the Local Plan.
- Consider undertaking cooperation with other local authorities, including through duty to co-operate.

Type of indicator

- Target.

Source

- Planning Applications Data.
- Annual Completions Data.

Timescale of data publication:

- Annually

Monitoring Indicator Code – M3B

Topic – Delivery of housing to meet needs of specific groups.

Policy – Policy S/JH: New jobs and homes.

Policy H/SH – Specialist housing.

Indicator description – Meeting the identified accommodation needs of older and disabled people.

Metric – Number of units with support, number units with care, and number of bedspaces for older and disabled people completed.

Target

- 1,305 housing units with support over plan period.
- 1,268 housing units with care over the plan period.
- 1,508 nursing and residential care bedspaces over the plan period.

Trigger

- Insufficient specialist housing coming forward to meet the identified accommodation needs of older and disabled people within the plan period of 2024-2045.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Review need for specialist accommodation for older and disabled people.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Annual Completions Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M3C

Topic – Delivery of housing to meet needs of specific groups.

Policy – Policy S/JH: New jobs and homes.

Policy H/SA – Student accommodation.

Indicator description – Meeting the identified accommodation needs of students and academic staff.

Metric – Number of units for students and academic staff completed.

Target

- 2,042 units for students by 2033.
- 44 units for academic staff by 2033.

Trigger

- Insufficient units coming forward to meet the identified accommodation needs of students and academic staff by 2033.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Review need for specialist accommodation for students and academic staff.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Annual Completions Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M4

Topic – Maintaining the Green Belt.

Policy – Policy S/GB: The Cambridge Green Belt

Indicator description – To restrict inappropriate development in the Green Belt unless very special circumstances have been accepted that outweigh any harm caused.

Metric – Number of planning applications for inappropriate development permitted in the Green Belt without very special circumstances having been accepted that outweighed any harm caused.

Target

- No applications permitted for inappropriate development in the Green Belt, without very special circumstances having been accepted.

Trigger

One or more developments permitted in a year in the Green Belt without very special circumstances having been accepted that outweighed any harm caused.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.

Delivery of Site Allocations

Monitoring Indicator Code – M5

Topic – Delivery of Site Allocations.

Policy – Site Allocations.

Indicator description – Monitoring the delivery of site allocations through planning permissions and completions.

Metric – Number of homes and amount of employment floorspace and community uses permitted and completed on site allocations annually and within the plan period.

Target

- Delivery in line with the housing and employment trajectories in the Local Plan.

Trigger

- Lack of progress in comparison with housing and employment trajectories in the Local Plan.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Action to bring forward sites for development, wherever possible in partnership with landowners and developers.
- Action to secure the timely provision of infrastructure.
- Review Development Management processes.
- Review relevant parts of the Local Plan.
- Consider undertaking co-operation with other local authorities, including through duty to co-operate.

Type of indicator

- Target.

Source

- Planning Applications Data.
- Annual Completions Data.

Timescale of data publication

- Annually.

Climate Change

Monitoring Indicator Code – M6A

Topic – Ensuring new development is resilient to climate change.

Policy – Policy CC/NZ: Net zero carbon new buildings.

Indicator description – Evidence of the trajectory of carbon emissions to net zero carbon, including the budget per year to meet the Councils' wider targets. The carbon trajectory shows carbon emissions from new development only.

Metric – Carbon reduction in alignment with the Carbon Budget allotted per year for new development.

Target

- Tonnes of carbon per year as defined by Carbon Budget.

Trigger

- National or local scheduled review of the Carbon Budget.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Carbon Budget for Greater Cambridge and which sources of carbon emissions are the biggest emitters and how these can be reduced.
- Review of Climate Change Strategy.

Type of indicator

- Contextual.

Source

- Carbon Budget.

Timescale of data publication

- Ad hoc.
-

Monitoring Indicator Code – M6B

Topic – Ensuring new development is resilient to climate change.

Policy – Policy CC/NZ: Net zero carbon new buildings.

Indicator description – To ensure new development achieves net zero operational emissions.

Metric – Number of major applications consented with gas grid connection.

Target

- No major applications permitted with gas grid connection, unless exceptional circumstances provided.

Trigger

- One gas grid connection being consented in a year on a major application, without exceptional circumstances provided.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M6C

Topic – Ensuring new development is resilient to climate change.

Policy – Policy CC/NZ: Net zero carbon new buildings.

Indicator description – To ensure new development achieves energy demand reduction.

Metric – Average Energy Usage Intensity Target (EUI) for domestic and non-domestic planning applications monitored over an annual period for major planning applications.

Target

- 35 kwh/yr/m2 for residential.
- 55kwh/yr/m2 for non-residential.

Trigger

- Average EUI per typology is not meeting the required policy requirement.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M6D

Topic – Ensuring new development is resilient to climate change.

Policy – Policy CC/NZ: Net zero carbon new buildings.

Indicator description – Energy offsetting.

Metric – Total in £ of energy offsetting contributions from major planning applications as a result of kwh of energy not being reduced onsite. And the equivalent in kwh of energy not reduced onsite.

Target

- No target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No specific action].

Type of indicator

- Contextual.

Source

- S106 Data.
- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M7A

Topic – Water efficiency.

Policy – Policy CC/WE: Water efficiency in new developments.

Indicator description – Proportion of non-residential developments permitted demonstrating a minimum water efficiency standard.

Metric – Percentage of non-residential applications permitted that are designed to achieve stated minimum water efficiency standards.

Target

- All non-residential uses permitted designed to achieve the stated water efficiency standards.

Trigger

- For monitoring purposes a notional level of 20% or more of planning permissions granted for eligible non-residential uses permitted in a year without a condition applied relating to the policy.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M7B

Topic – Water efficiency.

Policy – Policy CC/WE: Water efficiency in new developments.

Indicator description – Proportion of new dwellings permitted demonstrating a minimum water efficiency standard.

Metric – Percentage of new homes permitted that are designed to achieved stated minimum water efficiency standards.

Target

- All new homes permitted designed to achieve the stated water efficiency standards.

Trigger

- For monitoring purposes a notional level of 20% or more of planning permissions granted for a new home(s) permitted in a year without a condition applied relating to the policy.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M8A

Topic – Water quality.

Policy – Policy CC/IW: Integrated water management, sustainable drainage and water quality.

Indicator description – Number of planning permissions granted where the Environment Agency initially objected on water quality grounds.

Metric – Number of planning permissions granted where the Environment Agency initially objected on water quality grounds without appropriate conditions.

Target

- No developments permitted without appropriate conditions, taking account of advice from the Environment Agency.

Trigger

- One or more developments granted planning permission in a year against the advice of the Environment Agency, without appropriate conditions.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- Information published by the Environment Agency.
- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M8B

Topic – Water quality.

Policy – Policy CC/IW: Integrated water management, sustainable drainage and water quality.

Indicator description – Aim to increase or as a minimum, not reduce the water quality in Greater Cambridge, as defined by the Water Framework Directive ‘good’ status or better for water quality.

Metric – Number of water bodies that achieved ‘Good’ status or better for water quality in all water bodies.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- Catchment Data Explorer via Environment Agency.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M9A

Topic – Managing Flood Risk.

Policy – Policy CC/FM: Managing Flood Risk.

Indicator description – Number of planning permissions granted where the Lead Local Flood Authority (LLFA) initially objected on flood risk grounds.

Metric – Number of planning permissions granted where the LLFA initially objected on flood risk grounds without appropriate conditions.

Target

- No developments permitted without appropriate conditions, taking account of advice from the LLFA.

Trigger

- One or more developments granted planning permission in a year against the advice of the LLFA, without appropriate conditions.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- Planning Applications Data.
- Information from LLFA.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M9B

Topic – Managing Flood Risk.

Policy – Policy CC/FM: Managing Flood Risk.

Indicator description – Number of planning permissions granted where the Environment Agency initially objected on flood risk grounds.

Metric – Number of planning permissions granted where the Environment Agency initially objected on flood risk grounds without appropriate conditions.

Target

- No developments permitted without appropriate conditions, taking account of advice from the Environment Agency.

Trigger

- One or more developments granted planning permission in a year against the advice of the Environment Agency, without appropriate conditions.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- Information published by the Environment Agency.
- Planning Applications Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M9C

Topic – Managing Flood Risk.

Policy – Policy CC/FM: Managing Flood Risk.

Indicator description – Amount of new development approved on previously undeveloped functional floodplain land, and in flood risk areas, without agreed flood defence measures or consideration of flood risk.

Metric – Number of new development sites approved within flood zones 2 or 3 without consideration of flood risk and/or mitigation measures.

Target

- No developments permitted within flood zones 2 or 3 without consideration of flood risk and/or mitigation measures.

Trigger

- One or more developments granted planning permission in a year within flood zones 2 or 3 without consideration of flood risk and/or mitigation measures.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M10

Topic – Renewable energy generation.

Policy – Policy CC/RE: Renewable energy projects and infrastructure.

Indicator description – To increase the generation of renewable energy within the district.

Metric – Renewable energy capacity installed.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of Indicator

- Contextual.

Source

- Annual Completions Data.
- Local Area Energy Plan (LAEP).

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M11

Topic – District heating.

Policy – Policy CC/RE: Renewable energy projects and infrastructure.

Indicator description – To connect new schemes to strategic district heating.

Metric – Number of schemes located in a strategic district heating area that are connected to a district heating network where available.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- No Specific Action for the Local Plan, if national Heat Network Zoning Legislation publishes further secondary legislation, the approach may need to change to securing district heat network connections.

Type of indicator

- Contextual.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.

Biodiversity and Green Spaces

Monitoring Indicator Code – M13A

Topic – Achieving Biodiversity Net Gain targets.

Policy – Policy BG/BG: Biodiversity and geodiversity.

Indicator Description – To encourage offsite biodiversity units to secure longstanding Biodiversity Net Gain.

Metric – Number of offsite biodiversity net gain units secured offsite and number of habitat banks created.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- Outputs of Biodiversity Duty Annual Report.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M13B

Topic – Achieving Biodiversity Net Gain targets.

Policy – Policy BG/BG: Biodiversity and geodiversity.

Indicator description – To ensure all applicable development achieves 10% Biodiversity Net Gain.

Metric – Percentage of applicable applications achieving 10% Biodiversity Net Gain.

Target

- No applicable developments permitted, without achieving 10% Biodiversity Net Gain.

Trigger

- Trigger point is not set in Local Plan. Review of this policy will be in line with national guidance.

Action

Review the circumstances including national legislation that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M13C

Topic – Achieving Biodiversity Net Gain targets.

Policy – Policy BG/BG: Biodiversity and geodiversity.

Indicator description – To ensure all applicable major development achieves 20% Biodiversity Net Gain.

Metric – Percentage of applicable applications achieving 20% Biodiversity Net Gain.

Target

- No applicable developments permitted, without achieving 20% Biodiversity Net Gain on or offsite.

Trigger

- Inability for development to meet 20% Biodiversity Net Gain on or offsite, as per guidance.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M14A

Topic – Protection of sites of biodiversity or geological importance.

Policy – Policy BG/BG: Biodiversity and geodiversity.

Indicator description – Change in the areas of local nature conservation importance.

Metric – That there is no loss in the areas of local nature conservation areas as a result of new development where no mitigation has been provided.

Target

- No loss of areas of local nature conservation areas as a result of new development without mitigation provided.

Trigger

- Loss of areas of local nature conservation importance as a result of new development where no mitigation has been provided.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- CPERC.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M14B

Topic – Protection of sites of biodiversity or geological importance.

Policy – Policy BG/BG: Biodiversity and geodiversity.

Indicator description – Change in areas of biodiversity importance (international, national and local designations).

Metric – That there is no loss in the areas of biodiversity importance as a result of new development where no mitigation has been provided.

Target

- No loss of areas of biodiversity importance as a result of new development without mitigation provided.

Trigger

- Loss of areas of biodiversity importance as a result of new development with no mitigation provided.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- CPERC.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M14C

Topic – Protection of sites of biodiversity or geological importance.

Policy – Policy BG/BG: Biodiversity and geodiversity.

Indicator description – Change in the area and quality of Sites of Special Scientific Interest.

Metric – That there is no loss of land within SSSI and quality of SSSI as a result of new development with no mitigation provided.

Target

- No loss of areas of local nature conservation areas as a result of new development without mitigation provided.

Trigger

- Loss of land within SSSI and quality of SSSI as a result of new development with no mitigation provided.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- CPERC.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M15A

Topic – Green and Blue Infrastructure Protection and Provision.

Policy – Policy BG/GI: Green infrastructure.

Indicator description – To ensure existing green and blue infrastructure is protected.

Metric – Percentage of major planning applications achieving for predominately residential major applications an urban greening factor of 0.4 and for predominately non-residential development an urban greening factor of 0.3.

Target

- No developments permitted with a lower urban greening factor than stated for the predominant use.

Trigger

- One or more developments granted planning permission in a year where the urban greening factor is lower than 0.4 for predominately residential and 0.3 for predominately non-residential development.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M15B

Topic – Green and Blue Infrastructure Protection and Provision.

Policy – Policy BG/GI: Green infrastructure.

Indicator description – To ensure existing green and blue infrastructure is protected.

Metric – Total green infrastructure contribution collected.

Target

- No target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- S106 Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M15C

Topic – Green and Blue Infrastructure Protection and Provision.

Policy – Policy BG/GI: Green infrastructure.

Indicator description – To ensure existing green and blue infrastructure is protected.

Metric – Total number green infrastructure projects funded from contributions.

Target

- No target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- S106 Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M16

Topic – Open Space, Play Area and Sports Pitch Protection and Provision.

Policy – Policy BG/EO: Providing and enhancing open spaces.

Indicator description – To ensure new development provides open space, play areas and sports pitches in accordance with the standards.

Metric – Number of new sites completed for open space, play areas and sports pitches secured with planning permissions in accordance with the standards set out in policy.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No specific action].

Type of indicator

- Contextual.

Source

- Planning Applications Data.
- S106 Data.

Timescale of data publication

- Annually.

Wellbeing and Social Inclusion

Monitoring Indicator Code – M17

Topic – Healthy places.

Policy – Policy WS/HD: Creating healthy new developments.

Indicator description – To ensure planning applications for development proposals between 20 to 100 dwellings or 1,000sq.m to 5,000sq.m gross internal floorspace (GIA) are undertaking an extended screening or rapid Health Impact Assessment (HIA), and that development proposals of 100 dwellings or more or 5,000m² of gross internal floorspace (GIA) or more are undertaking a full HIA, to mitigate and contribute positively to the impacts on health of new developments.

Metric – Proportion of eligible planning permissions submitting Health Impact Assessments.

Target

- No eligible developments permitted without a Health Impact Assessment being submitted.

Trigger

- One or more planning permissions not submitting a Health Impact Assessment.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M18A

Topic – Hot food takeaways.

Policy – Policy WS/HD: Creating healthy new developments.

Indicator description – To ensure that no hot food takeaways are approved within 400m of a secondary school.

Metric – Number of planning applications approved for hot food takeaways within 400m of a secondary school.

Target

- No planning applications permitted for hot food takeaways within 400m of a secondary school.

Trigger

- One or more planning applications approved for hot food takeaways within 400m of a secondary school.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M18B

Topic – Hot food takeaways.

Policy – Policy WS/HD: Creating healthy new developments.

Indicator description – To avoid an overconcentration of hot food takeaways.

Metric – Number of new hot food takeaways approved and creating an over concentration, defined as three or more opposite or adjacent hot food takeaway or more than 2 within a continuous frontage of 10 units.

Target

- No planning applications approved for hot food takeaways that create an over concentration.

Trigger

One or more applications approved that create an over concentration, defined as three or more opposite or adjacent hot food takeaway or more than 2 within a continuous frontage of 10 units.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M19A

Topic – Community, Sports and Leisure Facilities.

Policy – Policy WS/CF: Community, Sports, and Leisure Facilities.

Indicator description – To ensure that sufficient community, sports and leisure facilities are delivered to meet local need. To prevent the loss of community floorspace without reprovision where demand still exists for Council's strategies for community facilities.

Metric – Amount of floorspace and number of sites consented as new community, sports and leisure facilities through manual planning application monitoring.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No specific action].

Type of indicator

- Contextual.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M19B

Topic – Community, Sports and Leisure Facilities.

Policy – Policy WS/CF: Community, Sports, and Leisure Facilities.

Indicator description – To ensure that sufficient community, sports and leisure facilities are delivered to meet local need. To prevent the loss of community floorspace without reprovision where demand still exists for Council's strategies for community facilities.

Metric – Total financial contributions received to contribute towards the delivery of Indoor Sports provision.

Target

- No Target.

Trigger

- [No specific trigger].

- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- S106 Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M19C

Topic – Community, Sports and Leisure Facilities.

Policy – Policy WS/CF: Community, Sports, and Leisure Facilities.

Indicator description – To ensure that sufficient community, sports and leisure facilities are delivered to meet local need. To prevent the loss of community floorspace without reprovision where demand still exists for Council's strategies for community facilities.

Metric – Total financial contributions received to contribute towards the delivery of Outdoor Offsite Sports provision.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- S106 Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M19D

Topic – Community, Sports and Leisure Facilities.

Policy – Policy WS/CF: Community, Sports, and Leisure Facilities.

Indicator description – To ensure that sufficient community, sports and leisure facilities are delivered to meet local need. To prevent the loss of community floorspace without reprovision where demand still exists for Council's strategies for community facilities.

Metric – Total financial contributions received to contribute towards the delivery of Swimming Pools

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- S106 Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M19E

Topic – Community, Sports and Leisure Facilities.

Policy – Policy WS/CF: Community, Sports, and Leisure Facilities.

Indicator description – To ensure that sufficient community, sports and leisure facilities are delivered to meet local need. To prevent the loss of community floorspace without reprovision where demand still exists for Council's strategies for community facilities.

Metric – To monitor and report on the change in need for sports provision for both indoor and outdoor spaces as well as play space.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action]

Type of indicator

- Contextual.

Source

- The Greater Cambridge Playing Pitch Strategy and Indoor Facilities Strategy. This is updated approximately every five years.

Timescale of data publication

- Upon strategy update.
-

Monitoring Indicator Code – M19F

Topic – Community, Sports and Leisure Facilities.

Policy – WS/NC: Meeting the needs of new and growing Communities.

Indicator description – To ensure that sufficient community, sports and leisure facilities are delivered to meet local need. To prevent the loss of community floorspace without reprovision where demand still exists for Council's strategies for community facilities.

Metric – Total financial contribution for libraries, for education, and for community facilities.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- S106 Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M19G

Topic – Community, Sports and Leisure Facilities.

Policy – WS/NC: Meeting the needs of new and growing Communities.

Indicator description – To ensure that sufficient community, sports and leisure facilities are delivered to meet local need. To prevent the loss of community floorspace without reprovision where demand still exists for Council's strategies for community facilities.

Metric – Total contribution secured and number of projects for surgeries and health centres funded.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- S106 Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M20

Topic – Address poverty and skills gaps.

Policy – Policy WS/IO: Creating inclusive employment and business opportunities through new developments.

Indicator description – To ensure developers implement their respective Skills and Employment Plans across Greater Cambridge.

Metric – Percentage of eligible planning permissions (new development of 1000sqm of Class E, B2, B8, C1, C2, F2 and sui generis floorspace) submitting a Skills and Employment Plans.

Target

- No eligible planning applications permitted without submitting a Skills and Employment Plan.

Trigger

One or more planning permissions not submitting a Skills and Employment Plan.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M21A

Topic – Air quality.

Policy – Policy WS/HS: Pollution, health and safety.

Indicator description – Annual mean number of days when PM10 levels exceeded a daily mean of 50ug/m.

Metric – Annual mean number of days when PM10 levels exceeded a daily mean of 50ug/m.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- Air Quality Monitoring Report.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M21B

Topic – Air quality.

Policy – Policy WS/HS: Pollution, health and safety.

Indicator description – To ensure that air quality is kept at an appropriate level and that further mitigation is not required through an air quality management area designation.

Metric – Number of air quality management areas.

Target

- No increase in the number of air quality management areas.

Trigger

- Re-designation of an air quality management area.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review the Air Quality Monitoring Report.
- Review the Greater Cambridge Air Quality Strategy.
- Review development management processes.
- Review relevant parts of the Local Plan

Type of indicator

- Target.

Source

- Air Quality Monitoring Report.

Timescale of data publication

- Annually.

Great Places

Monitoring Indicator Code – M22

Topic – Heritage Assets.

Policy – GP/HA Designated Heritage Assets, GP/ND Non-Designated Heritage Assets.

Indicator description – To ensure the protection of heritage assets in Greater Cambridge through the designation of Listed Buildings and Conservation Areas and maintaining a list of heritage assets at risk,

Metric – Number of Listed Buildings and Conservation Areas, and number of heritage buildings on the buildings at risk register.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No specific action].

Type of indicator

- Contextual.

Source

- Historic England and Built and Natural Environment Team.

Timescale of data publication

- Annually.

Jobs

Monitoring Indicator Code – M23

Topic – Protecting existing employment areas.

Policy – Policy J/PB: Protecting existing business space.

Indicator description – To ensure a sufficient supply of premises to meet demand for business, industry and logistics.

Metric – Amount of employment generating floorspace lost to other uses through planning permissions including change of use applications, and demolition consents.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No specific action].

Type of indicator

- Contextual.

Source

- Planning Applications Data.
- Annual Completions Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M24

Topic – Supporting existing retail centres.

Policy – Policy J/RC: Retail and centres.

Indicator description – To maintain the vitality and viability of retail centres across Greater Cambridge.

Metric – Number of retail units lost to other uses in existing retail centres / specific

policy constraint relating to town centres / PSF.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No specific action].

Type of indicator

- Contextual.

Source

- Planning Applications Data.
- Annual Completions Data.

Timescale of data publication

- Annually.

Homes

Monitoring Indicator Code – M25A

Topic – New affordable dwellings.

Policy – Policy H/AH: Affordable Housing.

Indicator description – Affordable dwellings permitted as a percentage of all dwellings permitted on sites where the policy requiring affordable dwellings applies.

Metric – Percentage of affordable homes secured on planning permissions for 11 dwellings or more, or on development sites of less than 11 dwellings if the total floorspace exceeds 1,000m².

Target

- 40% affordable homes secured on eligible planning permissions, unless the exceptions listed in the policy can be demonstrated.

Trigger

- Less than 40% of dwellings on all applicable developments permitted that are anticipated to be affordable, unless the exceptions listed in the policy can be demonstrated.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review development management processes.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M25B

Topic – New affordable dwellings.

Policy – Policy H/AH: Affordable Housing.

Indicator description – Affordable homes completed to meet need in Greater Cambridge.

Metric – Number of affordable homes completed per annum.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- Annual Completions Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M25C

Topic – New affordable dwellings.

Policy – Policy H/AH: Affordable Housing, Policy H/BR: Build to Rent Homes.

Indicator description – Affordable Private Rent dwellings permitted as a percentage of all Build to Rent dwellings permitted.

Metric – Percentage of Affordable Private Rent homes secured on planning permissions for Build to Rent homes.

Target

- 40% Affordable Private Rent homes secured on planning permissions for Build to Rent homes, unless exceptions can be demonstrated.

Trigger

- Less than 40% Affordable Private Rent homes secured on planning permissions for Build to Rent Homes, unless exceptions can be demonstrated.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review development management processes.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M25D

Topic – New affordable dwellings.

Policy – Policy H/ES: Exception Sites for Affordable Housing.

Indicator description – Affordable homes completed on exception sites to meet need in Greater Cambridge.

Metric – Number of affordable homes completed on exception sites per annum.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- Annual Completions Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M25E

Topic – New affordable dwellings.

Policy – Policy H/AH: Affordable Housing.

Indicator description – Affordable homes completed to meet need in Greater Cambridge.

Metric – Number of social rented units, affordable rented units and part ownership units funded from affordable housing contributions per annum.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action]

Type of indicator

- Contextual.

Source

- S106 Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M26A

Topic – Housing Mix.

Policy – Policy H/HM: Housing Mix.

Indicator description – Delivery of a mix of housing tenures and sizes.

Metric – For planning permissions for major developments, the proportion of each housing size (number of bedrooms) by housing tenures.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M26B

Topic – Housing Mix.

Policy – Policy H/HM: Housing Mix.

Indicator description – Delivery of a mix of housing tenures and sizes.

Metric – Housing completions by number of bedrooms and by housing tenures.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- Annual Completions Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M27

Topic – Accessible homes.

Policy – Policy H/SS: Residential space standards and accessible homes.

Indicator description – Number of homes completed that meet the accessible and adaptable dwellings standard.

Metric – Percentage of homes approved to the accessible and adaptable dwellings M4(2) and M4(3) standards.

Target

- All new build residential units permitted are designed to the Building Regulations M4(2) standard.
- 10% of the affordable units and 5% of the market units permitted on developments providing 20 or more new build dwellings are designed to the Building Regulations M4(3) standard.

Trigger

- Less than 5% of homes completed on eligible developments built to the accessible and adaptable dwellings M4(2) standard.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Planning Applications Data.
- Data compiled using (i) planning applications and committee or delegation reports, and (ii) housing completions produced by Research & Monitoring Team at Cambridgeshire County Council.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M28A

Topic – Delivery of housing to meet needs of specific groups.

Policy – Policy H/CB: Self and Custom Build Homes.

Indicator description – Addressing the need for self and custom build development.

Metric – Number of people added to the register in the base period and the number of permissions granted 3 years following the base period monitored and reported on per base period onto the dedicated Self and Custom Build webpage.

Target

- Number of permissions granted in the 3 years following the base period is equivalent to number of people added to the register in the base period.

Trigger

Number of people added to the register exceeds the amount of permissions provided for self and custom build.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review process for joining the register, managing the register, reporting units and allocating land.
- Review Development Management processes.

Type of indicator

- Target.

Source

- Planning Applications Data / Data on the Self Build Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M28B

Topic – Delivery of housing to meet needs of specific groups.

Policy – Policy H/CB: Self and Custom Build Homes, Policy H/BR: Build to Rent Homes, Policy H/MO: Houses in Multiple Occupation (HMOs), Policy H/RM: Residential moorings.

Indicator description – Delivery of a mix of housing types and tenures.

Metric – Number of homes completed annually by housing type and tenure.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- Annual Completions Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M28C

Topic – Delivery of housing to meet needs of specific groups.

Policy – Policy H/MO: Houses in Multiple Occupation (HMOs).

Indicator description – Impact of HMOs on wider housing delivery including delivery of family homes.

Metric – Number of HMOs permitted annually.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.

Infrastructure

Monitoring Indicator Code – M29

Topic – Sustainable transport.

Policy – Policy I/ST: Sustainable Transport and Connectivity, Policy I/EV: Parking and Electric Vehicles.

Indicator description – To increase the proportion of sustainable journeys through the delivery of transport infrastructure.

Metric – Proportion of major planning applications implementing minimum or greater provision of cycle parking.

Target

- No major planning applications permitted with less than the minimum provision of cycle parking.

Trigger

- One development or more approved in a year with less than the minimum provision of cycle parking.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review Development Management processes.
- Review relevant parts of the Local Plan.

Type of indicator

- Target.

Source

- Planning Applications Data.

Timescale of data publication

- Annually.

Monitoring Indicator Code – M30

Topic – Energy infrastructure.

Policy – Policy I/EI: Energy Infrastructure Master planning.

Indicator description – Need and capacity.

Metric – Number of kwh capacity required to develop and extend the grid by to build capacity in the grid.

Target

- Kwh energy generation matching supply.

Trigger

- There is not sufficient energy to support new development, or existing demand is no longer met.

Review

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review of factors impacting on grid capacity.
- Review of the LAEP.
- Review development management processes for energy generation.
- Review the Local Plan.

Type of indicator

- Target.

Source

- LAEP.

Timescale of data publication

- As per Local Area Plan (LAEP).
-

Monitoring Indicator Code – M31A

Topic – Securing infrastructure requirements.

Policy – Policy I/ID: Infrastructure and Delivery.

Indicator description – To secure and deliver identified infrastructure in the Infrastructure Delivery Plan (IDP) within the timeframes identified.

Metric – Delivery of the project within the IDP. This includes the details of the transport, power, water supply, waste infrastructure, digital infrastructure, education, healthcare, community and culture, emergency services, indoor sport and leisure facilities, outdoor facilities, green infrastructure, and open space.

Target

- Delivery of the projects to the timescales as set out within the IDP.

Trigger

- Infrastructure projects set out in the IDP not delivered to timescales as set out in IDP.

Action

Review the circumstances that led to the trigger being met, and then take action as appropriate which may include:

- Review process for delivering projects.
- Review funding opportunities and timescale revisions.
- Review Infrastructure Development Plan.
- Review the Local Plan.

Type of indicator

- Target.

Source

- IDP.

Timescale of data publication

- As per IDP review cycle.
-

Monitoring Indicator Code – M31B

Topic – Securing infrastructure requirements.

Policy – Policy I/ID: Infrastructure and Delivery.

Indicator description – To demonstrate that there is sufficient funding coming through planning obligations to contribute to the funding and delivery of infrastructure projects.

Metric – Total contributions collected for infrastructure provision from planning obligations.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No Specific Action].

Type of indicator

- Contextual.

Source

- S106 Data.

Timescale of data publication

- Annually.
-

Monitoring Indicator Code – M32

Topic – Waste management.

Policy – Policy I/ID: Infrastructure and Delivery.

Indicator description – Amount of municipal waste arising, and managed by management type and the percentage each management type represents of the waste managed. The Joint Municipal Waste Management Strategy for Cambridgeshire and Peterborough 2008-2022 sets targets for the reduction of household waste sent to landfill of: 55 to 60% of household waste by 2020.

Metric – Tonnes of waste collected – household / compostable / recyclable.

Target

- No Target.

Trigger

- [No specific trigger].
- Contextual indicator, to provide information on the implementation of policies to inform Local Plan review.

Action

- [No specific action].

Type of indicator

- Contextual.

Source

- Joint Municipal Waste Management Strategy for Cambridgeshire and Peterborough.

Timescale of data publication

- Ad hoc – every 5 years as prepared.

DRAFT

Marketing, local needs assessments and viability appraisals

1.0 Marketing requirements

- 1.1** To prevent the inappropriate loss of land and premises in employment, main town centre or community uses, to demonstrate the relaxation of an occupancy condition, or to demonstrate that no viable use of heritage assets can be found in accordance with tests set out by the NPPF, various policies in the Local Plan require applicants to undertake marketing exercises.
- 1.2** Evidence should be provided in the form of a Marketing Report to support a planning application. This appendix sets out the Councils' minimum expectations around the preparation of appropriate marketing exercises and Marketing Reports.
- 1.3** The types of use for which marketing is required before an application may be permitted are set out below, along with the minimum marketing period expected:

Policy: WS/CF – Community, sports, and leisure facilities

- **Land use:** Community, sports, and leisure facilities and services
 - Minimum marketing period: 12 months.

Policy: WS/PH – Protection of public houses

- **Land use:** Public houses
 - Minimum marketing period: 12 months.

Policy: GP/HA – Designated Heritage Assets

- **Land use:** Listed buildings, as included on Historic England's National Heritage List
 - Minimum marketing period: 12 months.

Policy J/PB – Protecting existing business space

- **Land use:** Land and premises in, or most recently in, employment use outside Strategic Industrial Estates
 - Minimum marketing period: 12 months.

- **Land use:** Land and premises in, or most recently in, industrial and storage use on Strategic Industrial Estates
 - Minimum marketing period: 24 months.

Policy J/RC – Retail and other complementary town centre uses

- **Land uses:** Main town centre uses, as defined by Annex 2 of the NPPF
 - Minimum marketing period: 12 months.

Policy J/SA – Cambridge City’s Primary Shopping Area

- **Land uses:** Main town centre uses, as defined by Annex 2 of the NPPF
 - Minimum marketing period: 12 months.

Policy J/VA – Visitor accommodation, attractions and facilities

- **Land uses:** Visitor accommodation
 - Minimum marketing period: 12 months.

Policy H/DC – Dwellings in the countryside

- **Land uses:** Non-residential uses outside of a Defined Development Extent (where an application intends to convert such uses to residential use), and dwellings that support a rural enterprise (where an application is being pursued to remove a rural workers occupancy condition)
 - Minimum marketing period: 12 months.

- 1.4** There are other policies within the Local Plan that also set out the need to agree a marketing strategy with the Councils during the determination of a planning application. In these cases, the general principles set out within this appendix may help to inform the creation of an appropriate marketing strategy, but the specific details will need to be confirmed with the Councils on a case-by-case basis.

Marketing strategy

- 1.5** Before marketing begins, a marketing strategy should be prepared which sets out how the property will be marketed. It is strongly advised that the marketing strategy is agreed through pre-application engagement with the Councils prior to the commencement of the marketing exercise. Having an agreed marketing strategy ensures that the strategy is clear and that the proposed marketing exercise meets the Councils’ expectations and complies with relevant policies in the local plan. This will help to mitigate the risk of needing to undertake a further marketing exercise or the risk of a planning application being refused where marketing requirements are set out within planning policy.

- 1.6** As a minimum, the marketing strategy should contain the following details:

- **Description of the property:** Details of the property’s location, including proximity to settlements (as appropriate), floorspace and layout, car parking facilities and access

arrangements, service and utility connections, links to transport networks and general site characteristics.

- **Planning details:** A summary of the existing planning use, history and any existing restrictions or covenants.
- **Details of the marketing agent:** Details of the company/agent engaged to enact the marketing exercise, and the basis of instruction to the agent(s), including the length of the marketing exercise.
- **Details of the Guide Price or Rental Charges:** Guide price for the property which should be commensurate with the current market price for similar premises, derived from an expert valuation by a RICS-registered valuer or accredited member of RICS (see below for further information).
- **Intended method of disposal:** How the property would be disposed of if a successful bid or offer is made, such as private treaty or informal/formal bids.
- **Intended methods of advertising:** Details of where the site will be listed and advertised for sale or for let (see below for further information).

1.7 Expenditure on marketing should be proportionate to the anticipated return from the property.

Length of the marketing exercise

1.8 Unless special circumstances apply, marketing exercises will be expected to be continuous and active for the full duration of the marketing periods set out earlier in this appendix – these marketing periods represent minimum requirements, and the Councils will expect marketing exercises to extend for the full length of time stated before an application is submitted.

1.9 Exceptions to the stated marketing periods prior to the submission of a planning application may include:

- In cases where: a) an acceptable marketing exercise had been undertaken for the minimum timeframe stated under the relevant planning policy; and b) a period not exceeding 12 calendar months has passed since the conclusion of this marketing exercise, a reduced marketing exercise of 6 calendar months to supplement the previous marketing exercise will be deemed acceptable, subject to the submission of a full Marketing Report setting out the outcomes of all marketing activities undertaken.
- Other special circumstances where a focused marketing strategy with a reduced timeframe has been agreed in writing in advance with the Local Planning Authority.

1.10 Incomplete marketing exercises or evidence of minimal effort to secure a sale or let will not be considered sufficient.

Asking prices / rental charges

1.11 The marketing evidence must show that the property has been actively marketed for sale, or for let, at a realistic price. The premises or site must be marketed at a price and

on terms that reflect its current market value for its existing or permitted use, not an inflated or speculative value. Where the price changed during the period of the marketing exercise, the reasons for this should be recorded and included in the marketing report. The asking price and terms should be supported by:

- **When marketing premises to let:** Comparative evidence and trend analysis of rental values similar premises in comparable locations on similar terms, clearly setting out size, condition, use class, tenure, and rental prices; or
- **When marketing premises for sale:** Comparative evidence of at least three recent completed transactions involving (where available) similar premises in comparable locations on similar terms, clearly setting out size, condition, use class, tenure, and asking prices following the RICS' professional standards for Comparable Evidence in Real Estate Valuation (or successor standards); or
- A detailed written valuation from an independent RICS-registered commercial surveyor, confirming the appropriateness of the marketing price and terms in the context of the local market. The professional assessor must have a relevant accreditation from the RICS, and they must not be engaged to market the property.

Marketing terms

- 1.12** The marketing evidence must also show that the property has been actively marketed on appropriate terms. Details of the terms offered should be included in the Marketing Report, along with any changes made to the terms offered during the marketing period and why this change was made.

Additional terms for the marketing of public houses

- 1.13** Both freehold and leasehold options should be made available without restrictive covenants that would otherwise prevent the reuse of the site as a public house, to the extent that other pub operators, breweries, local businesses or community groups wishing to take over the premises and trade it as a pub are not excluded.

Additional terms for leasehold properties

- 1.14** The terms of rent should be flexible and take into account prevailing market conditions. The length of leases should not be unduly restrictive and prevent potentially interested site occupants from viably operating within the site.

Additional terms for the marketing of Assets of Community Value

- 1.15** Following changes made by The Assets of Community Value (England) Regulations 2012 to the Localism Act 2011, certain planning uses can be nominated as assets of community value (ACVs) by community interest groups and included on an ACV list managed by the Local Planning Authorities. ACV status is a material consideration during the determination of a planning application.
- 1.16** When disposing of ACVs, owners of the property are required to notify the local authority responsible for maintaining the local List of ACVs of the intention to dispose of the site. Unless certain conditions stated within the Localism Act 2011 are met, the

community interest group has a “community right to bid” during a moratorium period stated within the Act when the landowner is disposing of the property.

- 1.17** When marketing ACVs, the Local Planning Authorities will expect applicants to follow the requirements set out by The Assets of Community Value (England) Regulations 2012 and the Localism Act 2011), in addition to marketing requirements set out in this Local Plan.

Premises in poor condition

- 1.18** Where premises have been neglected, intentionally damaged, or unlawfully demolished, the exercise should be limited to marketing of the site for redevelopment to reflect the existing use, or for equivalent or alternative uses supported by local planning policy.

Methods of advertising

- 1.19** The scale of marketing efforts should be proportionate to the type and scale of the property being put to market.
- 1.20** The following methods will be deemed acceptable forms of marketing, but a combination of the following is likely to be required for the overall marketing exercise to be considered comprehensive and satisfactory.

Marketing particulars

- 1.21** The site or premises should be marketed for the existing or other planning uses appropriate to the proposal, as detailed previously in this Appendix, and not under a generic “all options” use.
- 1.22** A comprehensive set of marketing particulars, as appropriate to the nature of the site and marketing, must be produced for all types of marketing exercise, and they should include the following:
- Site Location Plan
 - Description of the premises
 - Guide price or rent
 - Current planning use/status
 - Photographs of the interior and exterior of the property
 - Lease terms (if applicable)
 - Building layout/floor plans (for larger or complex sites)
 - Details of services and utilities that serve the property
 - Energy Performance Certificate (EPC)
 - Rateable value and business rates
 - VAT status
 - Legal/professional costs associated with sale/letting

- Viewing arrangements
- Full contact details for the marketing agent.

Marketing boards

1.23 The Local Planning Authorities will expect appropriate marketing boards to be used to advertise a property, specifically:

- A clear and visible “For Sale” or “To Let” board must be placed on-site throughout the marketing period.
- The board should be located in a prominent position, clearly visible from nearby roads and access points.
- For larger commercial or tourism-related premises, larger-format signage with additional information (e.g. guide price, agent contact) is expected.

Online platforms and print publications

1.24 Marketing efforts must consider the use of “for sale” or “to let” listing on appropriate online platforms and printed publications. The following platforms should be considered:

- The sales or letting agent’s own website.
- Local and regional newspapers, with ongoing advertisements during the marketing period.
- National commercial property portals (e.g. Rightmove Commercial, Zoopla Commercial, Estates Gazette).
- Specialist trade or industry press (for tourism, retail, hospitality, or other specific uses).

Direct marketing

1.25 To ensure the marketing exercise is comprehensive, the use of direct marketing methods should also be considered. This is likely to include:

- Targeted email or postal campaigns to relevant businesses or potential occupiers.
- Where applicable, the agent should make use of an up-to-date commercial contacts database and keep records of all targeted outreach.

Marketing report

1.26 Where a property or site has been actively marketed in line with the approach agreed with the Local Planning Authority without success in securing a sale or lease, a detailed Marketing Report must be prepared and submitted alongside any planning application for redevelopment or change of use. The Marketing Report will be considered by the Local Planning Authority to determine whether there is a realistic prospect of continued use for the existing use or other appropriate use(s) relevant to the site and proposal. Detailed below are the components of the Marketing Report that will be expected of applicants.

Marketing strategy and delivery

- 1.27** A copy of the original marketing strategy, clearly outlining:
- The target audience and sectors (e.g. local SMEs, retail, hospitality);
 - Chosen marketing methods (e.g. signage, online listings, publications);
 - Justification for selected platforms and outreach efforts; and
 - The guide price/rent and terms used.
- 1.28** Evidence of implementation of the marketing strategy, including:
- Dated screenshots of online listings
 - Photographs of on-site boards and printed materials
 - Copies of press advertisements or brochures
- 1.29** Marketing must demonstrate an active, professional, and good-faith effort to secure continued use.

Valuation and market comparison

- 1.30** The Marketing Report must also provide details of how the proposed guide price / rent was determined. This should include:
- An assessment of whether the asking price or rent reflected market value for the use and location; and
 - Details of how the valuation complies with the guidance provided under the “Asking Prices / Rental Charges” sub-section above.

Marketing timeline and duration

- 1.31** The Marketing Report should contain details of the following:
- Start and end dates of the continuous marketing exercise; and
 - Any gaps or periods where the property was not actively marketed and reasons for this (e.g. contract disputes, renovation).

Record of enquiries, viewings, and feedback

- 1.32** The Marketing Report should include a full log of all enquiries and viewings made during the marketing exercise, detailing dates, feedback, and outcomes. A comprehensive schedule must be provided showing:
- Date and source of each enquiry (e.g. phone, website, agency contact);
 - Details of the enquirer, including business type and intended use of the site;
 - Whether a site inspection or viewing was undertaken; and
 - The outcome of the enquiry:
 - If the interested party did not proceed: include reasons why (e.g. size, condition, price, access).

- If an offer was made: details of the offer, and reasons for refusal (where applicable).

1.33 The Councils will expect full details to be submitted for consideration, and Marketing Reports that unreasonably or purposefully omit details of enquiries and viewings made during the marketing exercise may not be considered sufficient to discharge local planning policy requirements. Copies of correspondence may be required to evidence the outcomes stated within the Marketing Report.

Assessment of strategy performance and adjustments

- 1.34** If there was a low level of interest in the property, the Marketing Report must explain:
- What adjustments were made during the marketing exercise to increase interest (e.g. reduced asking price, different platforms, extended reach); or
 - If no changes were made, provide justification for maintaining the original approach.

Submission of the marketing report

1.35 Where local planning policies that contain marketing requirements are relevant to a development proposal, a copy of the final Marketing Report should be submitted as part of a planning application to demonstrate policy compliance.

- 1.36** Where designated heritage assets are to be marketed to test whether they can be brought back into viable use in line with national planning policy tests, a Marketing Report documenting the outcome of the marketing exercise should be submitted as part of a planning application to either:
- a. Demonstrate that there is buyer interest in taking the property forward for an alternative, viable use that safeguards the significance of the heritage asset in line with adopted planning policy requirements; or
 - b. No alternative, viable uses for the designated heritage asset have been identified by the marketing exercise.

1.37 The Councils will expect Marketing Reports to be comprehensive to inform decision making; Marketing Reports that do not contain sufficient information, particularly about the enquirers and their intention for the site, will not be considered suitable. Where Marketing Reports contain commercially sensitive information, a redacted copy should be also be submitted as part of a planning application to be published in the public domain during the consideration of the planning application.

1.38 The Local Planning Authorities reserve the right to independently verify any marketing evidence submitted and to contact the appointed agent to discuss the marketing exercise. An incomplete Marketing Report would not be accepted as sufficient justification for a change of use or redevelopment. Furthermore, if the Local Planning Authority is not satisfied that the requirements set out in this Appendix have been met then additional marketing may be required before the proposal can be considered acceptable.

Skyline and tall buildings guidance

1.0 Introduction

- 1.1 Cambridge has a distinctive skyline, characterised by spires, towers, turrets, and chimneys that rise as occasional 'incidents' above the prevailing lower built form and extensive mature tree canopy. Iconic structures such as King's College Chapel and St John's College Chapel are key landmarks, with the view of King's College from The Backs standing as perhaps the most celebrated and recognised worldwide.
- 1.2 Across Greater Cambridge, settlements are generally more modest in scale, with tall structures limited to occasional church towers, water towers, and similar features. Larger footprint buildings are predominantly found within technology and research parks, including those at the Babraham Institute and the Wellcome Genome Campus.
- 1.3 The modest scale of Cambridge and the relatively flat topography of the surrounding Greater Cambridge area limit the number of locations offering uninterrupted, city-wide panoramas or views of outlying settlements. However, several long-distance views exist from the south-east, south-west, and west, as well as from other parts of the Green Belt that envelops the city. Clusters of larger buildings at Addenbrooke's Hospital and Cambridge Airport are visible at the city's periphery, where the urban edge meets the rural hinterland of Greater Cambridge.
- 1.4 Concerns over the potential for building heights to impact on the character of the skyline are not new within Greater Cambridge. As early as 1950, Cambridge Planning Proposals: A Report to Cambridgeshire County Council, prepared by William Holford and Myles Wright, recommended height restrictions for the city centre, suggesting a maximum building height of 55 feet (approximately 17 metres). Similarly, Thomas Sharp's 1963 Report, Dreaming Spires and Teeming Towers: The Character of Cambridge, provided detailed consideration of the scale and form of development appropriate to the city, advocating for restraint and careful assessment of any proposal for tall buildings within its historic core.
- 1.5 While Cambridge and the wider Greater Cambridge area have not faced the same level of demand for exceptionally tall structures as larger cities such as London, Birmingham, or Manchester, the pressure for new development including buildings of five to ten residential storeys has been steadily increasing. These proposals often exceed the prevailing building height across much of the city and its neighbouring settlements.

- 1.6** This guidance in this Appendix provides clarity in the interpretation of Policy GP/ST: Skyline and tall buildings. It offers a clear and robust framework of criteria for assessing the likely impact of tall buildings proposals. The overarching purpose of this guidance is to ensure that the distinctive character, historic setting, and visual qualities of the Cambridge and Greater Cambridge skyline are protected and, where appropriate, enhanced as the area continues to grow and develop in the coming years.

2.0 Aim

- 2.1** To preserve and enhance the distinctive character, historic significance, and visual quality of the Cambridge and Greater Cambridge skylines, ensuring that new development carefully considers its impact on important views, the wider townscape, and the landscape setting, while supporting sustainable growth.

3.0 Objectives

Safeguard the historic skyline

- 3.1** Protect the prominence and visibility of key skyline features such as King's College Chapel, St John's College Chapel, and other landmark structures by maintaining their dominance in key views and vistas from within the city and surrounding areas.

Ensure contextual design and skyline integration

- 3.2** Promote development that respects the established scale, form, and roofscape of Cambridge and Greater Cambridge settlements, ensuring that any new buildings integrate sensitively into the existing skyline and do not disrupt their coherence or positive characteristics.

Direct taller buildings to appropriate locations

- 3.3** Allow for taller buildings only in locations where they will not adversely affect important skyline views, ensuring they contribute positively to the evolving skyline without detracting from historic or rural settings.

Protect the rural and Green Belt skyline views

- 3.4** Safeguard long-distance and skyline views from the Green Belt of Cambridge, ensuring that new development not visually intrusive or diminish the landscape setting and the perceived compactness of Cambridge.

Promote high-quality design and skyline enhancement

- 3.5** Ensure that all development proposals, particularly those which have the potential to impact on the skyline, demonstrate exceptional design quality that enhances the city's visual identity, reinforces local distinctiveness, and positively contributes to the overall composition of the skyline.

4.0 Definition of the skyline and tall buildings

- 4.1** Skyline refers to the outline or profile of buildings, structures, and natural features visible against the sky when viewed from a distance or from specific vantage points. It represents the collective silhouette formed by the height, shape, massing, and

arrangement of built forms, landscape features, and vegetation within a town, city, or settlement.

4.2 The skyline is a key component of a place's visual identity and character, particularly in historic cities such as Cambridge, where landmark structures such as church spires, college chapels, and historic towers form distinctive and recognisable elements. The skyline plays an important role in shaping local distinctiveness, contributing to important views, and influencing perceptions of scale, openness, and urban form.

4.3 In planning terms, consideration of the skyline includes the impact of proposed development on:

- The visibility and prominence of heritage assets.
- Key public views and vistas.
- The relationship between built form and landscape setting.
- The overall composition, coherence, and legibility of the urban silhouette.

5.0 Cumulative impact and clustering of tall buildings

5.1 Clustering refers to the grouping of multiple tall buildings in close proximity, which can collectively impact the visual character of a cityscape. The cumulative impact of tall buildings in Cambridge requires careful consideration, given the city's distinctive skyline characterized by slender spires and historic rooflines. One key challenge is clustering, where groups of tall buildings could create denser, congested interventions on the skyline that overwhelm Cambridge's existing character of occasional taller structures breaking the prevailing treeline and so potentially disrupting important sightlines and the visual prominence of heritage landmarks.

5.2 Additionally, competition between tall buildings for visual dominance risks fragmenting the skyline, undermining the unique identity of Cambridge's 'city of spires' and diminishing the legibility of key cherished landmarks. The backdrop and setting of these heritage assets are equally important; tall buildings must not detract from or obscure their visual context, as this would weaken the overall historic and aesthetic value of the cityscape. To preserve the city's historic character and sense of place, it is essential that any proposals for tall buildings are spatially coordinated and sensitively designed to complement rather than compete with existing features, ensuring a harmonious skyline that respects Cambridge's distinctive setting.

5.3 Cambridge Biomedical Campus, Cambridge Science Park and the other Technology Parks within the district like the Wellcome Genome Campus and Babraham Institute are likely to be the focus for potential clusters of taller and/or bulky buildings driven by the floorplate demands of the sector. Integration of plant and servicing, including flues needs to be handled carefully to ensure that they do not negatively impact on the setting of Cambridge or the more rural characteristics of the surrounding District.

Definition: Tall buildings (Cambridge context)

5.4 In Cambridge and Greater Cambridge, a tall building is defined primarily in relation to context height, rather than by absolute or fixed measurement. Given Cambridge's

predominantly low-rise, historic built form and extensive tree canopy, a building is likely to be considered 'tall' if it noticeably exceeds the prevailing height of surrounding development, disrupts established rooflines, or introduces a new vertical element into an area where such features are historically limited. Context heights have been mapped for Cambridge and Greater Cambridge and are shown in Figure 25 and Figure 26 of the Skyline and Tall Buildings Baseline, Strategy and Guidance.

5.5 A building may be regarded as 'tall' in this context where it:

- Exceeds the context height – the characteristic or typical height of buildings and structures within its immediate surroundings.
- Introduces substantial visual prominence or vertical emphasis where the local built form is generally of a modest or uniform scale.
- Is likely to affect sensitive views or skylines, including long-distance views from the Green Belt, The Backs, approach routes, or within Conservation Areas.
- Visually interrupts or changes the perceived skyline, creating a new 'incident' above the established building line or tree canopy.

5.6 In Cambridge and Greater Cambridge a series of 'tall building threshold zones' have been identified which are shown in Figure 27 of the Skyline and Tall Buildings Baseline, Strategy. These thresholds are as follows:

1. The Suburban/Low Rural Height Zone covers most settlements in South Cambridgeshire and suburban parts of Cambridge. It has a broad context height of up to 9m (up to 3 residential storeys) with a tall building threshold of 13m (4+ RST).
2. The Urban Height Zone captures Cambridge Historic Core and surrounding city centre, inner urban road corridors, existing and emerging growth areas on the city fringes. It has a broad context height of between 9m and 21m (3-6 residential storeys) with a tall building threshold of 19m (6+ RST).
3. The Increased Urban Height Zone principally only covers the Addenbrooke's Campus. It has a broad context height of between 21m and 27m (7-8 residential storeys) with a tall building threshold of 25m (8+ RST).

5.7 Proposals that are considered 'tall' against the identified tall building threshold zones exceed the prevailing context heights in these areas and will require detailed assessment against the skyline and tall buildings assessment criteria. In historic areas, such as Cambridge Historic Core, village centres or other sensitive locations, where building heights are generally lower, a more refined approach may be needed using more detailed context height mapping.

5.8 In contrast, areas such as new settlements, urban extensions, and science and technology parks may present a higher average context height, allowing for taller development without resulting in significant impacts. In Greater Cambridge, new settlements (such as Northstowe and Waterbeach) could encourage mid-rise (4-8 storeys) to achieve sustainable urban densities supported by good public transport infrastructure.

5.9 Greater Cambridge's definition of 'tall' aligns with the principles set out in Historic England's Advice Note 3: The Historic Environment and Tall Buildings (2015). It advises

that the definition of ‘tall’ should be determined by the specific characteristics and sensitivities of the local context rather than by a universal standard. The note highlights the importance of understanding local townscape character, visual relationships, and the potential impact of taller development on heritage assets and their settings.

6.0 When these guidelines will be applied

6.1 These guidelines will apply to all development proposals within Cambridge and Greater Cambridge that exceed the local context heights within the respective tall building threshold zones for the area and therefore have the potential to impact the skyline, key views, or the townscape character of the area, including but not limited to:

New development proposals

1. All new buildings that exceed or are likely to exceed the prevailing context height of their surroundings, particularly where such development is visible from key public viewpoints, Conservation Areas, or the Green Belt.

Proposals for tall or large-scale buildings

2. Any development that introduces buildings above the typical prevailing context heights of:
 - Buildings exceeding 19 metres (over six storeys) in height within the city centre or designated growth areas on the city fringes.
 - Above 13 metres (approximately 4 storeys) in suburban and residential areas.
 - Above 10 metres (approximately 3 storeys) in village contexts, where building heights are generally lower and more sensitive to scale.
 - Approximately 15 metres (5 storeys) or more in other parts of Greater Cambridge, particularly within areas of low-rise or historic character, or where buildings are likely to be perceived as significant visual ‘incidents’ within the skyline.

Schemes affecting sensitive or designated areas

3. Proposals within or adjacent to:
 - The Historic Core of Cambridge
 - Conservation Areas
 - The Green Belt or rural edges of Cambridge and Greater Cambridge
 - Important approach routes or key vistas, such as The Backs or views from open countryside.

Urban Extensions, new settlements, and technology parks

4. While new settlements and employment areas such as science and technology parks may accommodate taller buildings due to their evolving context heights, proposals in these areas will still be assessed against these guidelines to ensure appropriate skyline integration and design quality.

Major refurbishments, extensions, or rooftop additions

5. Where existing buildings are subject to upward extension, rooftop additions, or significant alterations that may affect their relationship with the skyline or surrounding townscape.

7.0 Topography and geology

7.1 The topography of Greater Cambridge is generally low-lying and gently undulating, typical of the wider Fen-edge landscape. The city of Cambridge itself sits within a flat river valley defined by the course of the River Cam, with limited local variations in ground level but more significant elevation to the south-east, south, south-west and west. This modest and consistent topography restricts the number of elevated vantage points from which broad panoramas of the city and its surrounding settlements can be obtained.

7.2 However, there are instances of very long-range views back towards Cambridge from significant distances such as Therfield Heath near Royston, Chapel Hill near Barrington and the high ground around Harlton. Such longer range views may need to be considered and assessed by development proposals depending on their scale.

7.3 Figure 8 of the Skyline and Tall Buildings Baseline, Strategy identifies the key viewpoints around Cambridge and shows how views from the south and west are more far reaching than those from the north and east. The strategic viewpoints help to provide an understanding of Cambridge within its wider setting including the role and location of the Historic Core which is crucial to understanding the sensitivity of and impact on the skyline.

8.0 Strategic views towards Cambridge

8.1 Views from the rural hinterland of Cambridge from both elevated and level views of the spires and towers in the historic core are limited and generally distant.

Views from the south-east:

- a. From the south-east of the city, panoramic views are afforded from the following locations around the Gog Magog Hills and Magog Down (associated with Wandlebury Country Park) and elevated land to the south-east of Cherry Hinton. The view from the junction of Shelford Road/Worts' Causeway and the Harcamlow Way is one of the few viewpoints where a panorama is afforded that takes in both Addenbrooke's Hospital, the City Centre and the hangars at Cambridge Airport;
- b. Little Trees Hill, Magog Down;
- c. junction of Shelford Road and Harcamlow Way; and
- d. Limekiln Road lay-by.

Views from the east:

- a. south of Teversham from Airport Way.

Views from the north-east and north:

- a. Stourbridge Common;
- b. Ditton Meadows south of Fen Ditton;

- c. River Cam towpath south of Baits Bite Lock; and
- d. view from the junction of the A10 and A14.

Views from the west:

- a. Madingley Road (intermittently);
- b. Red Meadow Hill – open panoramic views of the city are afforded from Red Meadow Hill within Coton Countryside Reserve;
- c. Barton Road, east of the junction 12 of the M11;
- d. Coton footpath, and
- e. M11 between junction 12 and junction 13.

Views from the south-west and south:

- a. Grantchester Road;
- b. Grantchester Meadows; and
- c. Hauxton Road, north of junction 11 of the M11.

9.0 Local or short distance views in Cambridge

9.1

While it is relatively simple to create a list of a limited number of distant/long range views of the city, being able to fix a list of local views within the city is dependent on the location and scale of a proposed tall building proposals. Local views must be considered on a case-by-case basis as part of the pre-application process. In and around the city core, key local views from and across the following open spaces are likely to be important:

- Parker's Piece;
- Jesus Green;
- Midsummer Common;
- Coe Fen;
- Sheep's Green;
- Lammas Land;
- College grounds within the Backs;
- Stourbridge Common;
- Coldham's Common.

9.2

The following elevated city views may also need to be assessed dependent on the site location and the scale of proposals:

- Castle Mound;
- Hills Road railway bridge looking towards town;
- Coldham's Lane railway bridge;

- Carter cycle bridge;
- Mill Road railway bridge;
- Elizabeth Way bridge;
- Long Road bridge;
- Grand Arcade car park;
- Grafton East car park;
- Queen Anne Terrace car park;
- Park Street car park;
- Church of St Mary the Great.

9.3 Proposals that require consideration against Policy GP/ST: Skyline and tall buildings should carefully consider other local views on key approach roads. Applications for tall buildings also need to assess relevant key views from footpaths along the river corridor within the city which do not fall within the commons or The Backs, such as areas around Riverside.

9.4 It is possible to attach a degree of weight to those views that relate to the buildings, landscapes and settings, and particularly listed buildings and their settings and conservation areas. Views of the historic core and the key buildings within the core are therefore particularly important to protect. In this case, distant views of the historic core from Red Meadow Hill, Lime Kiln Hill, and the Gogs are especially important, as are more localised views of the historic core from Castle Mound, The Backs, and open spaces within and around the historic core. The views from open spaces within the city to the historic core are very important and arguably the most important views by the very nature of their inherent openness.

10.0 Views within South Cambridgeshire District

10.1 Providing strategic viewpoints for the wider district of South Cambridgeshire is more challenging given the significant geographic area, but note should be made of the general topography in helping to inform potential strategic views and methods such as identifying the Zone of Theoretical Visibility (ZTV) should be used to help develop key viewpoints for further testing and analysis on a case by case basis as potential sites come forward. The relatively flat nature of large parts of the district allows for long panoramic views from vantagepoints and so makes the area sensitive to buildings and other structures that rise above the treeline.

11.0 Dynamic or transitory views

11.1 Fixed views and panoramas from the identified locations form only part of the visual experience of Cambridge or any other receptor in terms of its setting. Consideration will be needed of dynamic or transitory views which refer to visual experiences that occur only temporarily as an observer moves through the landscape, such as when travelling by road, railway, waterway, or footpath. These views are typically fleeting and change rapidly with the observer's position, meaning they offer only momentary glimpses of a

development or landscape feature rather than the constant, outlook that is experienced from a static viewpoint.

11.2 In UK planning and landscape assessment practice, such as under the Guidelines for Landscape and Visual Impact Assessment (GLVIA3), transitory views are still considered in the appraisal of visual effects, but the weight given to them may be lower than for static views, depending on factors such as the frequency of travel, the speed of movement, and the importance of the route as a visual receptor. Transitory views may be given greater significance where they occur along key approaches to settlements, particularly where they form part of a visitor's or commuter's first impression of a place. For example, the arterial routes into Cambridge, whether via main roads, the guided busway, or mainline railway, which often provide short but memorable views of landmarks, open green approaches, and distinctive rooflines. In such cases, even brief visual changes can influence perceptions of character and setting, making their assessment a critical component of the visual assessment process.

12.0 Assessment criteria – overview

12.1 The assessment criteria outlined in the following pages provide a structured framework to support a detailed, evidence-based process that addresses the policy requirements set out in Policy GP/ST: Skyline and tall buildings.

12.2 Applicants proposing buildings classified as 'tall' that are likely to impact the Cambridge or wider district skyline must address these criteria comprehensively. This assessment should be documented within the design and access statement or heritage impact assessment submitted with the planning application. A clear justification for the proposed building height is expected as part of this submission.

12.3 Planning applications for new tall buildings or groups of tall buildings must include both written and illustrative materials to provide a robust evidence base and demonstrate policy compliance. Applications involving significant alterations to the external appearance of existing tall buildings must also apply these criteria.

12.4 Additionally, all proposals for tall buildings should consider and reference other relevant policies, guidance, and documents pertinent to the application's preparation and assessment.

Criterion 1 – Location, setting and context

12.5 Applicants must:

- Demonstrate, through visual appraisals supported by accurate visual representations, how the proposal fits within the existing landscape and townscape and how it will maintain or enhance the skyline.
- Prepare a detailed townscape, landscape, and urban design appraisal covering:
 - Topography
 - Townscape and landscape types and character areas
 - Site history
 - Movement and access patterns

- Scale, height, and massing of surrounding buildings and setbacks
- Urban grain (plot sizes and street rhythm)
- Prevailing architectural language
- Land use
- Areas of open space
- Listed buildings and conservation areas
- City gateways and nodes
- Local and long-distance views, vistas, and local landmarks
- Opportunities and constraints
- Use preliminary site and context appraisal work to inform pre-application discussions and the final proposal.
- Recognise that tall buildings can act as positive landmarks aiding legibility, with appropriate locations including local nodes, key street junctions, the ends of important vistas, and principal transport junctions. Avoid inappropriate locations such as the Historic Core, where heritage sensitivity is high.
- Address Cambridge Airport Public Safety Zone and Airport Safeguarding Zone restrictions, engaging with Cambridge Airport at pre-application stage to confirm permissible building heights.

Criterion 2 – Impact on the historic environment

12.6

Applicants must:

- Demonstrate and, where possible, quantify the potential harm or benefit of proposals to the significance of heritage assets or other sensitive receptors, including their view, backdrop, and setting.
- Carry out assessment on a site-by-site basis, addressing impacts on:
 - Key landmarks and viewpoints identified in the Skyline and Tall Buildings Baseline, Strategy.
 - Views from main streets, local vantage points (such as bridges), and open spaces.
 - Dynamic or transitory views from roads, railways, guided bus routes, and, where applicable, the River Cam corridor.
- For Cambridge, ensure that the character and appearance of the city, where spires and towers emerge above the established tree line, remains dominant from relevant viewpoints.

Criterion 3 – Scale, massing and skyline composition

12.7

Applicants must:

- Demonstrate, using scaled drawings, sections, accurate visual representations, and models, how the proposal will deliver a high-quality addition to the skyline.

- Include cumulative impact analysis at both strategic and local levels with other existing or emerging proposals, and against the baseline at the time of application.
- Integrate buildings appropriately with established urban areas and the wider landscape, informed by an understanding of surrounding context (as required in Policy GP/ST: Skyline and tall buildings).
- Carefully consider the silhouette of tall buildings, reflecting Cambridge's established character of slender "incidents" punctuating the skyline.
- Use facade articulation and shadow lines to provide visual interest and relief.
- Integrate roof plant and telecommunications equipment into the architecture.
- Select materials of the highest quality, either sympathetic to surrounding context or purposefully contrasting through thoughtful juxtaposition, with particular attention to roof materials and the skyline profile.
- Include a clear building massing strategy within the Design and Access Statement.

Criterion 4 – Architectural and design quality

12.8

Applicants must:

- Demonstrate how proposals will deliver well-proportioned buildings with elegance, proportionality, and verticality.
- Clearly articulate the base, middle, and top of the building.
- Use facade articulation and shadow lines to provide visual interest and relief.
- Integrate roof plant and telecommunications equipment into the architecture.
- Select materials of the highest quality, either sympathetic to surrounding context or purposefully contrasting through thoughtful juxtaposition, with particular attention to roof materials and the skyline profile.
- Use high-quality materials and detailing throughout.
- Where appropriate, introduce a mix of uses that generate activity and create a human scale at street level.

Criterion 5 – Amenity and microclimate

12.9

Applicants must:

- Demonstrate that proposals will not cause adverse impacts on neighbouring buildings and open spaces in terms of:
 - Overshadowing
 - Loss of daylight/sunlight
 - Loss of privacy/overlooking
 - Loss of outlook
 - Noise

- Wind effects
- Heat island effect
- Glare
- Ensure public and private open spaces and amenity areas are not in shadow for significant parts of the day/year.
- Provide detailed and accurate wind and shadow studies, assessing impacts at different times of day and throughout the seasons, with methodologies agreed during pre-application discussions.
- Provide formal daylight and sunlight studies where required.
- Position and design tall buildings to mitigate microclimatic effects.
- Ensure tall buildings are “good neighbours” in their relationship to surrounding properties and the public realm.

13.0 Process and technical requirements

Pre-Application engagement

1. Early discussions with local planning authorities are strongly encouraged.
2. Applicants must demonstrate understanding of local context heights, skyline sensitivity, and key viewpoints.

Context and baseline analysis

1. Detailed site and context appraisal, including:
 - Prevailing building heights (context heights).
 - Local topography and landscape character.
 - Identification of key public viewpoints and vistas, including historic and designated landscapes.

Townscape and Visual Impact Assessment (TVIA)

1. Required for developments likely to impact the skyline. Should include:
 - Accurate Visual Representations (AVRs) or verified photomontages.
 - Assessment of visual impact from identified viewpoints.
 - Analysis of skyline integration and potential prominence.

Heritage Impact Assessment

1. Where proposals may affect heritage assets, Conservation Areas, or their settings.
2. Must consider guidance from Historic England’s Good Practice Advice Note 3 (2nd Edition): The Setting of Heritage Assets.

Skyline and height justification

1. Clear justification of proposed building height relative to:
 - a. Local context heights.
 - b. Proximity to sensitive areas (e.g., city centre, Green Belt, village edges).
 - c. Impact on important skylines and silhouette views.

Environmental considerations

1. Assessment of overshadowing, daylight/sunlight impacts, wind microclimate, and other environmental effects arising from height and massing.

Design quality and mitigation measures

1. Demonstration of high-quality design, appropriate massing, and skyline articulation.
2. Use of setbacks, varied rooflines, and other measures to reduce visual impact where necessary.

14.0 Digital assessment techniques

14.1 All proposals for tall buildings within Cambridge and Greater Cambridge must include accurate, high-quality digital visualisations to clearly demonstrate their impact on the historic skyline, townscape, streetscape, and wider landscape setting.

14.2 These visualisations are essential for informed decision-making by planning authorities, stakeholders, and the public. These visualisation requirements ensure that decision-makers, stakeholders, and the public can fully assess the tall building's design quality, its contextual appropriateness, and potential impacts on Cambridge's sensitive historic and landscape settings.

Verified Views and photomontages

1. Fully Verified Views (AVRs) must be provided from key heritage and landscape viewpoints, which will need to be agreed with the LPA as part of the pre-application process.
2. Each verified view must include camera location, height, lens details, and reference to an accurate site survey.
3. Photomontages should realistically represent building form, materials, lighting, and context under typical daylight conditions.

3D City modelling

1. Major tall building applications must include testing within an up-to-date 3D model of Cambridge and Greater Cambridge.
2. Models should:
 - Incorporate listed buildings, conservation areas, key routes, rivers, open spaces, and urban grain.

- Assess cumulative visual impact with approved, under-construction, and proposed developments.
- Include assessment against protected view corridors and skyline sensitivity zones.

Accepted file formats

- .FBX – Preferred format for detailed models, supports geometry, textures, and cameras.
- .OBJ – Widely compatible for geometry and materials.
- .IFC – Required if submitting BIM data (e.g., for detailed building information).
- Optional Formats (for supplementary use):
- .GLTF / .GLB – Recommended for web, AR/VR applications.
- .SKP – Acceptable for massing models; must also be submitted as .FBX, .OBJ, or .IFC.
- .3DM – Accepted if also exported to one of the main formats above.

General requirements

1. Models must be:
 - Geolocated to British National Grid (OSGB36) or WGS84.
 - Measured in metres.
 - Submitted with a metadata sheet detailing coordinate system, units, and level of detail (LoD).
 - Provided with a low-detail version if the main file is high-poly.
 - Native design files (e.g., Revit .RVT) are not accepted without conversion to open formats

Townscape and Visual Impact Assessments (TVIA)

1. A full Townscape and Visual Impact Assessment (TVIA) is required, including:
 - Wireline drawings and rendered images from all key viewpoints.
 - Analysis of potential impacts on heritage assets, townscape quality, public spaces, and strategic views.
 - Consideration of day and night conditions (e.g., building illumination, reflections).

Microclimate & environmental digital modelling

1. Computational modelling to include:
 - Wind studies (Computational Fluid Dynamics or wind tunnel tests) to assess pedestrian comfort and safety.

- Daylight, sunlight, and overshadowing studies using recognised guidance (e.g., BRE standards) to determine impacts on nearby buildings, public spaces, and amenity areas.
- Solar glare assessment for road safety and visual comfort in public areas.

Augmented Reality (AR) / Virtual Reality (VR) simulation

1. Where possible, applicants are encouraged to provide AR/VR representations to allow stakeholders and the community to experience the proposal at pedestrian level and from sensitive distant viewpoints.
2. These tools support transparent public engagement and better understanding of visual impact.

Public realm and ground-level visualisation

1. Ground-level views from pedestrian height must be included to demonstrate:
 - How the building meets the street.
 - Treatment of public realm, entrances, and active frontages.
 - Potential human experience and sense of place created by the proposal.

Submission requirements

1. All visual material must adhere to the following standards:
 - High-resolution output (minimum 300 dpi for print).
 - 3D model files in open or widely used formats (e.g., .fbx, .obj, .ifc).
 - Full technical metadata for verified views, including camera placement, height, lens specification, and survey baseline data.

Cumulative impact consideration

1. Digital submissions must demonstrate how the proposal relates to existing and pipeline developments across the city and Greater Cambridge area to allow a proper assessment of long-term skyline and townscape evolution.

Shopfront guidance

1.0 Introduction

1.1 Town centres have experienced great change in previous years, alongside the revision to the Use Class Order that recognises this and provides greater flexibility to town centre uses. Following changes to the Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020 and further amendments of the Town and Country Planning (General Permitted Development) England Order 2021, the Use Classes Order classifies most retail premises as part of Class E, which also includes the following uses:

- Financial and Professional Services
- Restaurants and Cafes
- Business uses (including offices, research and development facilities and industrial process that can be carried out in a residential area without causing detriment to the area)
- Clinics, health centres, crèches and nurseries
- Gymnasiums and indoor recreation not involving motorised vehicles or firearms.

1.2 Due to the changes in the Use Class Order, a change of use from retail falling within Class E to one of these other uses will therefore no longer require permission. The result of this increased flexibility is that many historic and quality shopfronts could now face demand to accommodate non-retail uses. It is important to note that certain types of retail now fall within use Class F2 such as a shop of not more than 280 square metres, mostly selling essential goods, including food, where there is no other such facility within 1000 metre radius of the shop's location.

1.3 However, other town centre uses are still in different use classes and will require planning permission if there is a change away from traditional retail:

- Sui Generis: Drinking establishments (including bars and public houses), hot food takeaways, concert halls, cinemas and bingo halls
- F2: Community halls and meeting places, swimming pools, skating rinks and outdoor facilities.

1.4 Many shopfronts are located within conservation areas, which receive higher levels of protection due to conservation areas being classed as designated heritage assets, through local planning policy and national policy. Therefore, any significant changes to the exterior must be in keeping with the building and the surrounding landscape.

- 1.5** Commercial shopfronts, as seen today, began to appear in the 18th century, but the 19th century saw an increase in numbers of shop fronts beginning to appear. It was at this time that the practice of having advertising signs began, together with large windows for the display of goods. Advances in building practices and manufacturing in the 20th century allowed for an increase in size of buildings, allowing for larger showrooms and display areas. During the mid-20th century, shopfronts were re-designed to attract attention with brighter and more modern-looking exteriors that promoted product display and provided visibility of the shops interior.

2.0 Elements of a shopfront

Fascias

- 2.1** The fascia is traditionally the place where the retailer conveyed the essential message of the shop name and what it was selling. Usually signs were written with lettering hand painted onto the timber fascia, this remains in most instances, the best way of displaying the retailers name in traditional shopping streets.
- 2.2** Local Plan Policy GP/SP encourages signs that respect the character of the building and area as a whole. In achieving this requirement, it is advised that fascia signs should not extend through more than one adjacent shop unit. Additionally, signs should not remove, hide or destroy the proportions or architectural features of the building.
- 2.3** The shape of the fascia and the architectural detailing all need to be carefully taken into account when considering signage. It is important to use materials that respect those of the original building. Usually, the fascia will be constructed of the same materials as the rest of the shopfront. In 'traditional' shopfronts (up to around 1940) they will generally be made of timber, though coloured glass or tiles were sometimes used. In some cases, the whole shopfront may be of stone or marble.
- 2.4** High quality materials, if used sensitively, can be successful on both modern and traditional buildings. Plastics, modern cladding materials and aluminium will rarely be appropriate on listed buildings, in Conservation Areas or on traditional buildings.
- 2.5** Lettering size, materials and typefaces should be appropriate to the building. On traditional buildings with timber fascias, sign writing directly on to the fascia board or individually mounted letters will usually be appropriate. The latter should also be used where the fascia is of masonry. The size of the letters should be in proportion to the depth of the fascia. They should not fill the entire fascia. The typeface should be appropriate to the character of the building, and the text should be restricted to the proprietor's name, the nature of the business and the shop number, not the brand names of goods for sale.
- 2.6** In special cases, alternative forms of signage will be considered. On buildings without shopfronts, letters mounted individually to the wall, name boards, lettering directly on to the glass, or signs hung behind the shop window may be appropriate, depending on the character of the building. Where the upper floors have a different use to the ground, lettering on the glass is likely to be the only form of sign acceptable above ground floor. This can be supplemented by a small sign at the ground floor entrance door to the upper floor(s). Individually mounted letters are usually appropriate on buildings not

originally designed as shops. When illumination is necessary, they can often be discreetly halo-lit.

2.7 Due to their overpowering and harmful effect in many areas, certain glossy or reflective metal or plastic fascia signs and letters are often inappropriate. Specifically, modern prefabricated fascia panels and lettering tend to clash with the character of historic shopping streets and are unsuitable for older buildings.

2.8 Boxed-out fascia signs, commonly internally illuminated, are inappropriate for historic shopfronts and most older buildings, particularly those located within Conservation Areas or that are listed. In other locations, poorly designed and crudely detailed boxed-out fascia signs will generally be discouraged.

Cornices

2.9 Traditional fascias typically feature a moulded projection above them. In classical architecture, this projection is called a cornice. In traditional shopfront designs, the cornice serves both functional and decorative purposes. Often covered in lead, the projecting cornice provides a durable, weatherproof seal between the building and the shopfront below, while also neatly finishing the top of the shopfront.

2.10 In many cases, the cornice was designed to house a traditional canvas roller blind, which was once a practical and charming element of many shopping streets.

Console

2.11 The console, a traditional feature of shopfronts, was designed to create a neat junction between the pilasters and the fascia. It served as a visual stop for both the main horizontal and vertical elements of the shopfront, helping to highlight the fascia. Visually, the console provided sturdy support for the fascia that extended across the opening above the shop window. Late Victorian and Edwardian shopfronts often featured large, elaborately crafted, and intricately detailed consoles.

Pilasters

2.12 Pilasters serve as the vertical visual supports for both the fascia and the structure above, framing the shop window and stallriser. In traditional streets, which typically emphasize vertical lines, large spans and wide shop windows without intermediate pilasters or columns can appear visually weak and disrupt the overall vertical rhythm by creating an unwelcome horizontal emphasis. When shopfronts had wide frontages, secondary pilasters were often added to maintain proper proportions. New shopfronts should include pilasters that reflect historical proportions and materials – typically timber- supporting fascias and cornices. Detailing must extend through the full height of the shopfront, providing coherent architectural form and reflecting traditional shop front design.

Stallrisers

2.13 The stallriser (or stall board) provided a traditional shopfront with a visual grounding and raised the shop window glass above potential damage from physical contact and dirty water splashes. This elevation also allowed the interior display floor to be raised, improving visibility of the items on display.

2.14 Stallrisers should be preserved and repaired unless they are beyond all reasonable repair. Materials used for the stallriser should be appropriate and harmonious with the rest of the shopfront and building. Timber panelled stallrisers should be constructed using traditional methods rather than simply applying 'timber-framed' mouldings, which can look artificial. When bricks are used, their type and bonding pattern should match those of the building; modern stretcher bond patterns are generally discouraged.

2.15 Where modern stall risers have replaced originals, reinstatement in timber, or matching historic stone brick or other material, is encouraged to align with the upper detailing. New stall -risers should be proportionate, weatherproof and match the rest of the shopfront, avoiding oversized or reflective materials.

Windows

2.16 While the primary purpose of a shop window is to showcase goods, it also serves several other important functions: clearly indicating the building's use as a shop, providing protection from the weather, and allowing natural light and views into the interior.

2.17 Traditionally, shop window frames were made of timber, with a sturdy sill creating a strong connection between the stallriser and the glass. The overhang and drip detail helped shield both the window and stallriser from damage. In Georgian and Regency shopfronts, sills were typically flat, whereas Victorian shopfronts featured more pronounced, rounded sills.

2.18 When there is a large display area behind the windows, careful attention should be paid to the sides, back, and floor of the display, as these elements significantly impact the street scene. Conversely, if there is no display area or if checkouts are located close to the window, the shopfront design should accommodate this. Adding extra mullions, transoms, and decorative glazing bars can help reduce the visual effect of having little or no display behind the windows.

2.19 Reflective or mirrored glass is discouraged, with clear, low-reflectivity glazing recommended to allow transparency and preserve active frontages.

Doors and ironmongery

2.20 Original timber doors and accompanying ironmongery are fundamental to the character of historic shopfronts and should be retained and restored where possible. If replacement is required, new doors should be replaced 'like for like', formed of timber, with appropriate detailing, reflecting the original age and design of the original shopfront.

2.21 Traditional timber panelled doors not only preserve the character of the shopfront but can also meet fire resistance standards through sensitive upgrading. For new doors, hardwood or durable softwood is recommended. Ironmongery including hinges, locks, handles, kick plates should be restored and reused where possible or replaced with 'like for like' when beyond repair and should exclude unsympathetic materials such as modern plastic or non-traditional metals. Where accessibility upgrades are required, these should be integrated sensitively to preserve design integrity. Self-closers and mechanisms should be discreet and calibrated to preserve historical appearance.

Materials and finishes

2.22 Traditional materials and finishes must be conserved. New finishes should be appropriate to the design and age of the shopfront. Where a traditional shop front existed, painted timber should be used for stall risers, pilasters, fascia's, glazing bars, and other architectural detailing. In situations where materials such as coloured glass, tiles, stone, marble, ceramics or vitrolite were historically present, these should be conserved or reinstated with matching materials and detailing. Modern materials such as plastics, aluminium cladding, or reflective metals are unacceptable on historic shopfronts.

2.23 Where non-original materials are found, these should be removed and replacement with high quality, traditional alternatives. To ensure appropriateness, material samples should be provided, with onsite sample panels used to test finishes before full application.

Colour

2.24 Colours that are out of character with the building or area will be discouraged. While the desire to use corporate colour schemes is understood, the rigid application of modern colours can be at odds with the character of traditional buildings. In such cases, shopkeepers will be encouraged to restrict their corporate colours to the lettering and detail only, rather than covering the entire fascia. Paints of high quality are essential to both showcase detailing and protect timber surfaces. Where required by accessibility standards, contrasting colours should be used on door edges, steps, and thresholds to assist users with visual impairments. The aim should be to enhance architectural detailing while harmonising with adjacent buildings and the wider streetscape.

Blinds and canopies

2.25 Many traditional shopfronts (especially those dating from the Victorian era) had canvas blinds built into them. The housing for these was incorporated into the cornice or occasionally the architrave of the shopfront. The purpose of these was to protect customers from the weather and to shelter any goods displayed outside.

2.26 Modern awnings seldom provide much shelter. They are often of bright colours, wet-look materials and have decorated borders. Furthermore, they are usually supplementary advertising and are rarely retracted. For these reasons, blinds and awnings will not be appropriate on listed buildings, or buildings in conservation areas, unless they can be accommodated without damage to the character of the building and relate well to existing detailing.

2.27 Where original blind boxes survive, there is unlikely to be any objection to the reinstatement of a traditional blind. In shopfronts without a blind housing, installing a blind box is likely to cause damage to original fabric of the building, or loss of architectural features, and is unlikely to be acceptable. Blinds which cannot be retracted are unlikely to be acceptable on traditional buildings. When open, the blind should be more than 1m from the kerb edge, and the lowest part should be as a rule at least 2.4m above pavement level.

Size and scale of signs

- 2.28** All signage must remain subordinate to the shopfront. Lettering size must be proportional to fascia depth, and signage should not fill the entire fascia area or span multiple units. Window signs are permitted but must be modest, cover no more than 25% of glazing, and avoid obscuring transparency. Hanging signs may be considered where traditional evidence exists, but must not dominate façades, should be single-bracket, modest in size, and use painted or hand-crafted materials.

Corporate images

- 2.29** Corporate identity must be adapted to building context. It is required that branding does not overwhelm historical fronts. Guidance from Historic England and Westminster prohibits large backlit logos, vinyl wrap-around graphics, or generic corporate colour schemes. Where corporate branding is necessary, it should use subdued tones, hand-painted or individually applied lettering, and limit branding to the fascia or discreet window lettering.

Fascia signs

- 2.30** Signs that squeeze up against or cover the sills of the first-floor windows, or are so long that console brackets have to be removed, or so deep or thick that the proportions of the console brackets and cornice will be lost or look out of proportion, are unlikely to be supported. The size of the fascia should therefore be dictated by the features of the rest of the building.

Signs on windows

- 2.31** Window signage should be restrained and allow light and views into premises. modest glazing vinyl or painted lettering where necessary covering no more than 25% of glass area and using simple lettering may be acceptable. Full-storey advertisement vinyl or opaque graphics are not acceptable.

Hanging signs

- 2.32** The principles described in the section on fascia signs also apply to hanging signs. In addition, the following points should be considered:
- there should not be more than one hanging sign on each elevation with a shopfront;
 - hanging signs are usually best positioned at ground-floor fascia level.
- 2.33** On many traditional shopfronts, the console brackets were designed to accommodate a support for a hanging sign. On some of Cambridge's traditional buildings, signs above ground-floor level will be more appropriate to avoid interfering with architectural features or to maintain the building's symmetry and proportions. This is also true where signs would be so low as to be a danger to passers-by. As a general rule, the bottom part of the sign should be at least 2.4m above pavement level, and the sign should not be within 1m of the kerb edge. If above the carriageway, a sign would need to be at least 5.1m above ground level. The maximum size of a hanging sign will be dictated by the appropriate fascia depth. The materials of construction and letter sizes and types should respect the character of the building and be of similar character to the fascia sign.

- 2.34** Three-dimensional signs relating to goods or services supplied will be encouraged. These were common in Victorian times because many people were illiterate. Such signs can look appropriate today, as can more individualistic signs which can add a touch of humour or art to the street.
- 2.35** Existing brackets for hanging signs should be reused where they are of an appropriate design and in a suitable position on the building. The design of new brackets should be appropriate to the shopfront and kept relatively simple.

Lettering

- 2.36** Lettering throughout the shopfront must be hand-painted or individually mounted, using typefaces consistent with building character. Text should be limited to the proprietor's name, nature of business, and unit number; corporate taglines, product brands or generic advertising are inappropriate. Letter height must proportionally relate to fascia depth (e.g., fascia depth ÷ 3 to 4) and not fill fascia entirely.

Business nameplates

- 2.37** Plaques displaying the business name, opening hours, or upper-floor occupants should be small and discreet. Installation on pilasters or adjacent to doors are required to use reversible fixings. Materials should match shopfront finishes, painted timber, brass, or cast iron, and designs should be restrained in size and form.

Illumination

- 2.38** Illumination of signs on listed buildings and in conservation areas will be restricted to those buildings which are open in the evenings and at night, and conditions will be attached to ensure that signs are only lit when the premises are open. Only shops such as chemists, and restaurants, cafes, pubs, off-licences and places of entertainment will normally be granted consent for illuminated signs. On buildings where illuminated signs are acceptable, the light source should be discreet and not interfere with architectural features or proportions of the sign or building.
- 2.39** Illuminated box fascias will not be acceptable. Strip lights that fit within the cornice or architrave; individually-lit lettering; and a small number (two on most shopfronts, three on very wide frontages) of slim, elegant spotlights can be successful. On hanging signs, the illumination should be discreetly attached to the bracket. Large spotlights, swan-necks or heavy canopy lights bolted on to the top of hanging signs will not normally be acceptable.
- 2.40** Illuminated box, hanging or projecting signs are unlikely to be approved on listed buildings, in a conservation area or on feature buildings, because the proportions are too clumsy for traditional buildings. Banner signs will not be approved as permanent signage.
- 2.41** In residential areas, the degree of illumination should be kept to a minimum. Additionally, the light level should be relatively subdued and constant.

Directional signs and A-boards

- 2.42** Directional signage (such as opening hours, menus, office wayfinding) should be simple and in keeping with shopfront materials. Fixings must be reversible, and signs

must not obscure architectural features. A-boards are allowed at a maximum of one per frontage, constructed from traditional materials (timber/chalkboard), placed adjacent but not against the building façade, and retained within the road boundary without impeding pedestrian movement or access.

Security, Safety and Access

- 2.43** People need to feel that their environment is safe and secure. This is particularly true for shop owners who need to satisfy their own peace of mind and their insurance providers. The best protection an area can have is to increase the numbers of people living in shopping areas and using the streets at all hours. The police acknowledge the importance of this 'natural surveillance'. To support this, the Council has installed CCTV cameras in some locations. The Council will also continue to work with Cambridgeshire County Council to improve street lighting and with local people to improve the city's night-time environment.
- 2.44** The Local Planning Authority encourages shopkeepers to use security measures which will not affect or will improve the area's appearance. Using appropriate internal and external lighting, reducing temptation by taking valuable stock out of the window at night, removing rubbish outside shops which can be used to break windows, letting out rooms above shops, and installing alarms and internal video cameras to protect stock can all significantly reduce the likelihood of crime.
- 2.45** When considering planning applications for shop alterations, the Council expects shop owners to use the least visually intrusive security measures which meet their needs. Solid shutters are not the only way to combat crime. This appendix, therefore, sets out when different measures will be acceptable and how to install them in a sympathetic way.

Glass

- 2.46** Laminated glass can be effective against window breakages and theft. Different thicknesses of glass are available for different situations. It can often be fitted without any effect on the appearance of the shopfront if the frames are strong enough. The main drawback is that when damaged, the outer sheet of glass can craze. If the shopfront has slender mullions and glazing bars (common in many old buildings), these may need to be strengthened to take the size and weight of laminated glass, and this is unlikely to be acceptable on listed buildings. Sometimes the old glass may be of interest and so its replacement may not be desirable. Anti-shatter film holds glass together when it is broken. While this is not as effective as laminated glass, it may slow down intruders and so prevent opportunist theft from the window.
- 2.47** Reducing the amount of glazing or dividing the window into smaller panes can also be effective. Windows divided with reinforced glazing bars can prevent access to the building. Smaller panes are also cheaper to replace if broken. However, dividing the windows up will only be acceptable if the resulting appearance is appropriate to the character of the whole building, and is unlikely to be approved on listed buildings unless the shopfront is of little interest.

2.48 Large areas of plate glass which run almost to the floor are easy to damage and expensive to replace. Installing a stallriser reduces the area of glass, makes it harder to kick, and is a good defence against ram raids.

2.49 Internal screens can be fitted behind the window display. They are very effective in stopping intruders getting into the main part of the shop, especially where there are bay or bow windows. When purpose-made, they can be an attractive part of the shop's decoration. They can be permanent or demountable, but being internal cannot prevent damage to the windows, or theft of the window display. In listed buildings they are often the best solution, although care is needed to retain intact any internal features of interest, such as panelling.

Gates

2.50 Decorative gates were often used during Victorian times to prevent people loitering in recessed doorways, though they should not enclose or open over the highway. They are usually made of iron and are available in a variety of styles. They can be a good way of protecting doorways if the style and colour suits the rest of the building and the gates, guides and locks are not obtrusive when the gates are open.

Security shutters and grilles

2.51 Shop owners often see solid external shutters as the best protection against vandalism and theft. These can give the impression that crime is rife and stop people using the area when the shops are closed. However, the creation of a fortress-like atmosphere can be self-defeating. Solid roller shutters can have an adverse environmental effect, giving an area a 'dead' appearance and contributing towards the creation of a hostile environment. Some shops will need shutters, but a balance must be struck between the need for security and the quality of the environment.

Internal screens

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Internal grilles

2.53 Internal grilles can be of the roller type, and so need a housing for the coil. This can be fitted behind the window display (as with a screen). If fitted closer to the glass, the coil housing should not be seen from outside. This can be done by fitting it within an existing false ceiling, within the window soffit, or by using darkened glass in the transom windows. All grilles need runners. These should be painted to match the rest of the shop. Care is needed to avoid damage to internal features, especially in listed buildings.

Timber shutters

- 2.54** Solid timber shutters were probably the earliest measures used to protect shopfronts, though none are thought to survive in Cambridge. If evidence can be found to guide the design of accurate replicas, it may be appropriate to reinstate these on listed and other traditional buildings. Shutters need to be light enough to be moved by shop workers, and daytime storage space will be needed for them.

External demountable grilles

- 2.55** Demountable grilles are normally made of steel mesh. They are taken down when the shop opens, and manhandled into place and padlocked when closed. They allow views into the shop, but can look ugly and may therefore have to be justified. Such grilles should:

- be finished in a colour appropriate to the shop
- be stored out of sight in the shop during the day
- consist of a separate grille for each display window
- provide simple and unobtrusive locking mechanisms.

External roller grilles

- 2.56** A range of styles of external roller grilles is available, but all have horizontal patterns, which seldom suit the character of traditional buildings. Justification for the fitting of such shutters may be required, and the following criteria must be met:

- the fascia, stallriser and pilasters will not be covered by the grille runners for the grilles will be fitted to pilasters or glazing bars and painted to match
- the coil housing will be concealed behind the fascia or fitted flush beneath it and painted to match
- the grille will be finished in a colour appropriate to the rest of the shop
- the coil housing or guides must not damage or hide any important architectural features of the shopfront.

External roller shutters

- 2.57** Solid external roller shutters give buildings a dead and hostile appearance when closed. They do not allow views into the shop, and do not allow surveillance by the emergency services. Solid roller shutters will only be approved if it can be shown that no other form of protection will be adequate. Shutters incorporating clear perspex panels arranged in a pattern which reflects the vertical emphasis of buildings are preferred. Fixing solid external shutters should be carried out as detailed above for grilles. Shutters should be painted in a colour appropriate to the rest of the shop.

Protection against ram-raids

- 2.58** Adequate protection against ram-raiding can normally be achieved by a combination of measures to strengthen the shopfront, without using solid external shutters. For example, building a stallriser with a steel or block frame, subdividing the glazing and door, strengthening both the frame and glass, or installing a sturdy screen behind the

window display. Outside the shop, street furniture can be positioned to stop vehicles getting near to the shop. Cambridgeshire County Council's (as highway authority) permission is needed to put bollards, or any other obstacle on a highway or footpath, and this will only be considered where there is a risk of ram-raids. If you want to install bollards or any other external features, consider the needs of the visually impaired, wheelchair users and people with prams when siting them. Telescopic bollards which can be retracted back into the ground during the day should be used. Radical measures to protect against ram-raiding will need justification. Measures which adversely affect the architectural or historic interest of a listed building or the appearance of a building in a conservation area are unlikely to be acceptable.

2.59 The Local Planning Authority recognises that in some cases exceptional security measures are needed if the shopkeeper is to retain their livelihood. However, as the appearance of external grilles or shutters often harms the character of the individual building or the area as a whole, their installation must be fully justified and supported by the police and insurance company. This justification will need to:

- explain the particular problem, and describe other forms of protection which have been used, and why they have not worked
- include a letter from the insurance company identifying previous incidents, and setting out what measures are needed to safeguard against future incidents
- include a letter from the police which identifies previous incidents and sets out what measures are felt appropriate to protect the property
- explain how you will reduce the visual impact of the security measures
- The Local Planning Authority recommends that in these exceptional cases, a meeting is set up at the earliest possible opportunity with the shopkeeper, representatives of the insurance company and police, and GCSP before an application is submitted.

Alarms

2.60 Alarm boxes, whether for intruder detection or fire systems, should be installed in a discreet and non-intrusive manner that does not detract from the architectural integrity of the shopfront or building façade. Such modern fixtures must be sensitively positioned and, wherever possible, installed on less visually prominent elevations such as side or rear walls, rather than on principal elevations or decorative architectural elements.

2.61 Where placement on the main elevation is unavoidable, the alarm box must be small in scale, neutral in colour (typically white, or to match the façade), and positioned so as not to interfere with or obscure cornices, fascias, pilasters, or decorative stonework. Alarm housings should not sit directly on or above signage or cornices, and they should not interrupt symmetrical features or historic subdivisions of the façade. Fixings must be non-damaging and, ideally, reversible, particularly where the building is listed or lies within a conservation area.

2.62 For Listed Buildings, Listed Building consent is likely to be required for the installation of any alarm box. Installers must work with building owners and designers to ensure that cabling is internal wherever possible. Where external conduit is necessary, it must be

neatly installed and painted to match the surrounding wall surface, avoiding visual clutter.

- 2.63** The introduction of security systems should balance functional requirements with careful regard to architectural significance, ensuring that their installation does not compromise the building's historic character or its contribution to the wider streetscape

Access

- 2.64** If installing a level access would involve the loss of important features on an historic building, other alternatives such as handrails should be considered to help ambulant disabled people. Any changes to access arrangements should take account of the needs of people with sight or hearing difficulties by avoiding obstacles on footpaths, making the entrance clear, and avoiding the use of doors that open outwards across a footpath. If a shop has a sales area capable of holding more than 50 people (customers and staff), doors should open outwards. Recessing the doors is the usual way of dealing with this; otherwise, guardrails would be needed, and these are not usually acceptable on public footpaths.

- 2.65** Shopfront interventions requiring planning permission must include:
- Photographic survey of existing shopfront, with dating of features.
 - Material schedules and samples for all proposed timber, paint, glass, metalwork, and lighting.
 - Drawings at scale (1:20 or 1:10) detailing stall-risers, pilasters, cornices, consoles, glazing bars, framing, doors, ironmongery, blinds, and lighting.
 - Heritage Impact Assessment where the shopfront is within a conservation area or on a Listed Building.
 - Reversibility plan—ensuring all new works can be removed without permanent harm to historic fabric.

- 2.66** These guidelines will inform the statutory planning and listed building consent process and ensure that shopfronts in Cambridge and South Cambridgeshire preserve and enhance their historic character while accommodating modern business needs.

DRAFT

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