



Little Shelford Village Design Guide

Draft Supplementary Planning Document (SPD)

Adoption Statement

(Town and Country Planning (Local Planning) (England) Regulations 2012 (Regulation 12))

1. Introduction

Under Regulation 14 of the Town and Country Planning (Local Planning) (England) Regulations 2012 it is a requirement to prepare an Adoption Statement, to be made available as soon as reasonably practicable after adoption.

This statement is a record of consultation undertaken during the production stage of the SPD prior to formal public consultation, and a record of the representations made during the consultation carried out under Regulation 12 of the Town and Country Planning (Local Planning) (England) Regulations 2012, and how they have been taken into account in the final version of the SPD.

The Little Shelford Village Design Guide SPD has been prepared to assist in delivering the objectives as set out in Policy HQ/1: High Quality Design of the adopted South Cambridgeshire Local Plan 2018 as well as other related policies.

2. Preparation of the draft SPD

As a result of the Little Shelford Village Plan, published in 2010, and the 2011 Census, it became clear that Little Shelford Parish Council and the wider village needed to be more proactive regarding what Little Shelford looks and feels like in the future. This prompted the initial work on the Village Design Guide.

The initial work on the SPD was done by a team of Little Shelford residents, with community input, sponsored by the Parish Council, and with guidance from South Cambridgeshire District Council and subsequently the Greater Cambridge Shared Planning Service.

The village plan was the result of a survey to which 65% of village households responded. The views expressed in it on future developments were augmented through engagement by the team at events such as the annual village weekend and used to shape the SPD. The “work-in-progress” was fed back through presentations at Annual Village Meetings and publishing of drafts on the village website. This input and how it is reflected in the document is captured in the Community Input section of the SPD (Chapter 2).



3. Consultation on the draft Little Shelford Village Design Guide SPD

A public consultation on the draft Little Shelford Village Design Guide SPD was held for a period of four weeks between 9am on 27th September to 5pm on 25th October 2021. As the draft SPD supports the South Cambridgeshire Local Plan, there was no further need to undertake a separate Strategic Environmental Assessment or Habitats Regulations Assessment for this document, although screening reports were completed and made available during the consultation. An Equalities Impact Assessment was also completed and made available during the consultation.

The draft SPD and other supporting documents were available for inspection during the consultation period online on the Council's website, in line with the Council's Statement of Community Involvement and the Addendum adopted in response to the Covid-19 pandemic.

Comments could be made using:

- An online survey, which was available via the District Council's website <https://www.scambs.gov.uk/villagedesign> or
- via email or post at vds@scambs.gov.uk or South Cambridgeshire Hall, Cambourne Business Park, Cambourne, CB23 6EA.

4. Consultees

We directly notified the following of the draft Little Shelford Village Design Guide SPD in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) via email, or post where no email address was available:

- Statutory consultees on the merged Cambridge City database and South Cambridgeshire database (164)
- Individuals who had opted in to receive notification about all Greater Cambridge Planning Policy Consultations and/or SPD's specifically on the merged Cambridge City database and the South Cambridgeshire database (360)
- Residents' associations (153) and Parish Councils (104)
- All elected members at both Councils

5. Consultation Outcome/Key issues Raised

During the consultation, 6 representations were received (made by 6 respondents). Please see the following pages for our responses to these.



Section: 3. About Little Shelford

Respondent	Comments	Our Response
Sarah Nicholas (Cambridge Past Present and Future)	The VDS mentions the "suburban" houses recently built on the west side of the High Street. It is agreed that they are out of keeping and should not be treated as a precedent for future development.	Support welcomed. Minor amendments to the wording on page 11 made to clarify that the suburban style development does not reflect the distinctive character of the village.

Section: 9. Appropriate buildings precedents

Respondent	Comments	Our Response
Joe Alderson (Individual)	'clear guide and I could build a picture in my mind of acceptable architectural approaches. The Great Kneighton example in particular has a strong resemblance to Courtyards and is a good point of reference for a modern architectural evolution'	We have noted this comment and the support is welcomed.
Joe Alderson (Individual)	'there could be more explicit guidance on the acceptable architectural quality.'	We have noted this comment, however Section 7 gives specific examples and we therefore feel the level of guidance is appropriate.
Joe Alderson (Individual)	'To avoid being exploited by the much larger local plan, I suggest an effort is put towards creating an aligned set of SPDs for Great Shelford, Trumpington, Hauxton, Newton etc.'	This comment is noted but it is outside of the scope of this SPD.



Strategic Environmental Assessment and Habitats Regulations Assessment Screening Report

Respondent	Comments	Our Response
Zoe May (East of England Ambulance Service NHS Trust)	Add importance of environment (including historic buildings/hedgerows views, architectural interest including roof line) and habitats to residents physical and mental health and well-being for individuals and community cohesiveness. Importance of maintaining local flora and fauna rather than imported species. Ability to design out crime through appropriate visual views and planting regimes.	<p>We have noted these comments as a general point as they are not directly relevant to either the Strategic Environmental Assessment or Habitats Regulations Assessment Screening Report. However, the points are raised in the design guide (for example, in section 10 'Hedgerow, street, garden trees and woodland are present throughout the village, which provide a green leafy feel and are an important characteristic of the village.').</p> <p>The comment regarding Health and wellbeing is noted but it is outside of the scope of this SPD and is dealt with either through the Local Plan or through other policy/guidance.</p>

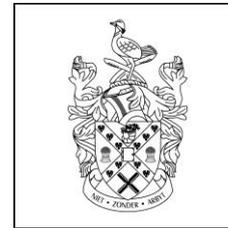


General Comments

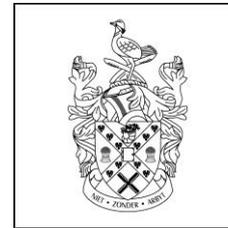
Respondent	Comments	Our Response
Zoe May (East of England Ambulance Service NHS Trust)	Missing use of s106/CIL developer guidance for mitigating increasing demands on emergency services (fire, police and ambulance) and wider health services (primary care, community, mental health and acute)	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.
Zoe May (East of England Ambulance Service NHS Trust)	To work with planners and developers to ensure new developments provide a mix of well-designed homes, open spaces and promote neighbourhoods that consider community safety, physical and mental health and wellbeing is a provided benefit to all communities.	The SPD supports this comment, and the wider questions are addressed through the Local Plan and other policy/guidance.
Zoe May (East of England Ambulance Service NHS Trust)	Ensuring all work, education and public spaces are sufficiently well designed to promote safe, secure communities and environments.	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.
Zoe May (East of England Ambulance Service NHS Trust)	Encourage development of community multipurpose hub providing a range of high quality, flexible use and cost-effective services to the local community, with the potential to develop new services in response to changing community needs.	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.
Zoe May (East of England Ambulance Service NHS Trust)	To include infrastructure considerations to ensure and develop an efficient emergency services response in the future, including Vehicle Charging points.	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.



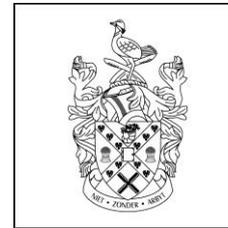
Respondent	Comments	Our Response
Zoe May (East of England Ambulance Service NHS Trust)	That risk mitigation is supported through well-designed places that promote a sense of community and safety and provide high-quality local employment, skills and training opportunities, affordable housing, safe recreation and leisure facilities and are environmentally sustainable.	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.
Zoe May (East of England Ambulance Service NHS Trust)	Encouragement of proactive service-related communication to new residents and communities that promote public confidence and cohesion.	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.
Zoe May (East of England Ambulance Service NHS Trust)	To be engaged with master-planning for developments, collaboratively working with the relevant authorities to ensure that new developments are planned and designed to improve safety on the various road networks. This will include preventing and mitigating KSI (those Killed or Seriously Injured) Road Traffic Collisions where possible. Ensuring RoSPA Safer By Design principles are considered and included in planning, construction and operational phases of development.	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.



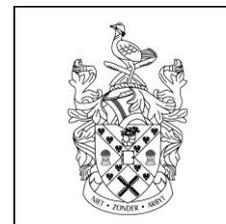
Respondent	Comments	Our Response
Zoe May (East of England Ambulance Service NHS Trust)	To support reduction of localised flooding through appropriate infrastructure planning at design stage. Promote increased use of retention ponds (these also support individual and community, physical and mental health and wellbeing as well as supporting local flora and fauna), encourage use of green roofs to absorb and store water, sufficient provision of green space curtilage, use of swales/shallow ditches to store and filter water, permeable paving. Capture and utilisation of grey water (rainwater butts and underground storage) for use in private and community or gardens/orchards.	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.
Zoe May (East of England Ambulance Service NHS Trust)	Support well-designed homes with adequate dedicated home office room/space for home working or schooling for at least one-day per week.	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.
Zoe May (East of England Ambulance Service NHS Trust)	Strive towards achieving a fit for purpose emergency tri-service estate responding to emerging demands and risk linked to growth. Promoting integrated community services offer through the concept of a shared, co-located community estate (including Police, Fire, Ambulance, healthcare, voluntary sector and other key public services) that shares facilities in appropriate locations within the community, creating more local, visible and accessible for Ambulance and Fire Services.	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.



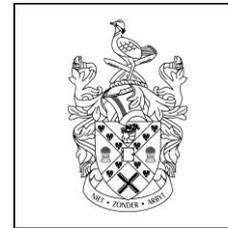
Respondent	Comments	Our Response
Zoe May (East of England Ambulance Service NHS Trust)	Incorporating provision of affordable housing for NHS and public sector staff through a 'homes for all' approach.	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.
Zoe May (East of England Ambulance Service NHS Trust)	Encouragement of proactive emergency services communication to new residents and communities which promote public confidence and cohesion	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.
Lesley Golding (British Horse Society)	<p>'There is a paucity of off-road footpaths in Little Shelford. It is said the village has some of the fewest footpaths of any village in the county.'</p> <p>However there is nothing in the document to address this. Some possible green corridors are mentioned, but no mention that they will be Rights of Way.</p> <p>Horse riders are not mentioned in the VDG, but then neither are walkers or cyclists. There are many horses kept in Little Shelford and the surrounding villages.</p> <p>Please find below suggestions for new ROW/upgrade of footpaths to Bridleways.</p> <ul style="list-style-type: none">• Safe off road bridleway from Little Shelford to London Road, Harston – this would give safe off road access for those people wanting to visit the Obelisk and a safe off road route from Little Shelford to Newton using the existing NMU route.	We acknowledge the importance of ensuring access for all non motorised users and have amended section 10 to reflect this, including an additional design guidance point.



Respondent	Comments	Our Response
	<ul style="list-style-type: none">• Safe off road bridleway along Whittlesford Road from Little Shelford to Whittlesford.• Upgrade of footpath 199/2 from Little Shelford to Sawston via Dernford Oasis – this would link Sawston and Stapleford to Little Shelford bridleway 199/3 for horse riders and cyclists.• Creation of an off road track along Whittlesford Road (the Newton one!) opposite public BW from Little Shelford inside field and along hedgerow to come out by cottages before Newton village = making a very nasty road corner much safer.• Upgrade of Footpath to a Bridleway from Whittlesford Road (Newton) to B1368 – metalled farm track. Would help complete the loop from LS to Newton. <p>The new ROW should be at least Bridleways so that horse riders and cyclists are included. Any new paths created should be inclusive for all. Cambridgeshire County Council has a Local Transport Policy (LTP), which sets out their transport objectives, policies and strategy for the county. A sister document of the LTP is the Rights of Way Improvement Plan (ROWIP). The County Council updated its ROWIP</p>	



Respondent	Comments	Our Response
	<p>in 2016 in line with the Countryside and Rights of Way Act 2000. You may wish to consult this document when drafting policies dealing with Non-Motorised Users (NMU) and the Public Rights of Way network. https://cambridgeshire.gv.uk/residents/travel-road-and-parking/transport-plans-and-policies/local-transport-plan</p> <p>Particular interest should be given to Policies S0A1 'Making the Countryside More Accessible', S0A2 'A Safer Activity', S0A3 '57,000 New homes', S0A4 'Knowing what's out there', S0A5 'Filling in the Gaps', and S0A8 'A Better Countryside Environment'—all of which include the need for access for equestrians.</p>	
Sarah Nicholas (Cambridge Past Present and Future)	The VDS emphasises the part played by the extensive walls which flank the roads and lanes in the village. These are an important characteristic of the village and should be retained.	We have noted this comment and the support is welcomed.
Edward James (Historic England)	We welcome the detailed historical and geographical information set out in the design guide, the illustration of this using historical and contemporary cartography, as well as the exploration of local vernacular materials. All sections are well illustrated using photographs, although we suggest that some of these could be made larger. In particular, we suggest that small inset maps are enlarged to ensure that their various	We have noted this comment and the support is welcomed. We have amended the document to formatting A4 which has increased the size of the inset maps.



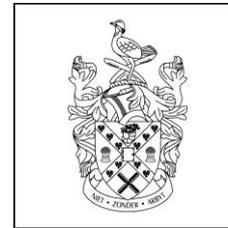
Respondent	Comments	Our Response
	annotations are as clear as possible.	
Chris Waldron (Ministry of Defence)	The MOD would wish to be consulted within the Little Shelford Village Design Guide Supplementary Planning Document of any potential development within the Aerodrome Height and Birdstrike safeguarding zones surrounding Cambridge Airfield which consists of structures or buildings exceeding 45.7M Above Ground Level or any development which includes schemes that might result in the creation of attractant environments for large and flocking bird species hazardous to aviation	This comment is noted but it is outside of the scope of this SPD and is dealt with through the Local Plan and other policy/guidance.

Suggested changes to document structure/wording/terminology/reference documents:

Respondent	Comments	Our Response
Joe Alderson (Individual)	'Overall, the common themes are extracted clearly and provide helpful guidance. I think these could be summarised at the start of the document to help strengthen the guidance overall.'	We have noted this comment and the support is welcomed.



Respondent	Comments	Our Response
Edward James (Historic England)	<p>We note that Figure 14 includes an annotation of 'curtilage' for listed buildings. Curtilage is legal terminology and a matter of fact and degree. It does not necessarily correspond to the property boundary of a building and is subject to case by case analysis. We suggest that this map could potentially omit this information or use a different word to convey what it shows, to avoid any possible conflict between this guidance and the legal understanding of curtilage for any of the listed buildings identified. For more information, please see our advice note on this, which can be found on our website here:</p> <p>https://historicengland.org.uk/images-books/publications/listed-buildings-and-curtilage-advice-note-10/</p>	<p>We have amended the annotation to ensure there is no confusion about the legal status of the grounds of listed buildings, removing the reference to curtilage.</p>
Edward James (Historic England)	<p>Paragraph 8.2: we welcome this exploration into what a locally distinctive form of new development could be, but we think this should this refer to Fig 94?</p>	<p>We thank you for this comment and confirm we have amended within the document to link Paragraph 8.2 with Fig 94.</p>
Edward James (Historic England)	<p>We would suggest that the sections containing Design Guidance in each section could be placed in a box highlighting their presence and importance, rather than just appearing as a section of text.</p>	<p>Welcome the suggestion and have amended the design to highlight the guidance points.</p>



Respondent	Comments	Our Response
Edward James (Historic England)	<p>We would recommend the further reading section contains reference to the national guidance highlighted above. This should also be reviewed, to ensure that this VDG is in conformity with the principles it sets out. In addition, we would also recommend that the government's best practice guidance on the design of new streets and spaces, and the enhancement of existing streets - Manual for Streets 1 and 2 - are also referenced. Historic England's own advice on works to highways and public realm - Streets for All - could also be referred to. We would also recommend that the Design Guide makes reference to the "Building in Context" Principles of Good Design, set out on our website here and cross referenced to the corresponding sections in the National Design Guide: https://historicengland.org.uk/advice/planning/design-in-the-historic-environment/</p>	<p>We have amended this section to include only documents specifically relating to Little Shelford and not to wider guidance and reading at a regional or national level.</p>