



# Public Document Pack

## Cambridge City Council

### Planning - Pre-Application Developer Presentations

**Committee Members:** **Committee Members:** Councillors Stuart (Chair), Blencowe (Vice-Chair), Birtles, Dryden, Hipkin, Rosenstiel, Saunders and Tunnacliffe

**Alternates:** Councillors Bird and Swanson

*Published & Despatched: Friday, 21 March 2014*

**Date:** Monday, 31 March 2014  
**Time:** 5.30pm  
**Venue:** Committee Room 1 & 2 - Guildhall  
**Contact:** Claire Tunnicliffe

### AGENDA

#### Councillor attendance

Whilst any subsequent planning application relating to this site will be determined by the Planning Committee, all Councillors are invited to attend and take part in this pre-application developer presentation.

#### Purpose of the meeting

These meetings allow developers an early opportunity to present proposals for future planning applications to elected members of the Council.

The process allows Councillors to feed into the process at an early stage and raise any questions or concerns that can then be addressed by the developer prior to a formal planning application being submitted.

Whilst the meetings will be held in public, they do not form part of the formal decision making process. All planning applications will be determined in line with formal processes as adopted by Cambridge City Council.

#### Format of the Meeting

For each Briefing:

- Introduction by the Head of Planning Services / City Development Manager / Principal or Senior Planning Officer – up to 10 minutes
- Presentation by the developer of the proposal – up to 30 minutes

- Opportunity for Members to ask questions, raise issues, seek clarification, comment on the apparent positive and less positive aspects of the proposal – up to 40 minutes

During this part of the meeting it is important that Councillors who may ultimately make the decision on any subsequent planning application do not feel unduly constrained by what they can ask or raise. However they should avoid expressing views that might give any appearance that they are approaching the proposal with a closed mind. The discussion should not be used for negotiations with the developer. These should take place with officers separately from the meeting. Members of the public must refrain from entering into the discussion at the meeting.

- Summing up – up to 10 minutes

A Planning Department representative will take notes of the meeting, which will be a summary of the proceedings. Nothing said by Councillors at the meeting will in any way be binding on the Committee that subsequently determines the application. The notes will be uploaded to the City Council's website upon completion.

## **1 APOLOGIES**

## **2 DECLARATION OF INTERESTS**

## **3 PRE-APPLICATION BRIEFING BY THE DEVELOPER - CUP Site, Shaftesbury Road: Redevelopment to provide new office buildings for Cambridge Assessment**

### **Information for the Public**

**Location** The meeting is in the Guildhall on the Market Square (CB2 3QJ).

Between 9 a.m. and 5 p.m. the building is accessible via Peas Hill, Guildhall Street and the Market Square entrances.

After 5 p.m. access is via the Peas Hill entrance.

All the meeting rooms (Committee Room 1, Committee 2 and the Council Chamber) are on the first floor, and are accessible via lifts or stairs.

**Filming,  
recording  
and  
photography**

The Council is committed to being open and transparent in the way it conducts its decision making. Recording is permitted at council meetings which are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chair of the meeting will facilitate by ensuring that any such request not to be recorded is respected by those doing the recording.

Full details of the City Council's protocol on audio/visual recording and photography at meetings can be accessed via:

<http://democracy.cambridge.gov.uk/ecSDDisplay.aspx?NAME=SD1057&ID=1057&RPID=42096147&sch=doc&cat=13203&path=13020%2c13203>

**Fire Alarm**

In the event of the fire alarm sounding please follow the instructions of Cambridge City Council staff.

**Facilities for  
disabled  
people**

Level access to the Guildhall is via Peas Hill.

A loop system is available in Committee Room 1, Committee Room 2 and the Council Chamber.

Accessible toilets are available on the ground and first floor.

Meeting papers are available in large print and other formats on request prior to the meeting.

For further assistance please contact Democratic Services on 01223 457013 or [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk).

**Queries on  
reports**

If you have a question or query regarding a committee report please contact the officer listed at the end of relevant report or Democratic Services on 01223 457013 or [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk).

**General  
Information**

Information regarding committees, councilors and the democratic process is available at <http://democracy.cambridge.gov.uk/>

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