



## Cambridge City Council

### PLANNING - PRE-APPLICATION DEVELOPER PRESENTATIONS

**To:** All Members of Planning Committee

*Despatched: Friday, 18 March 2016*

**Date:** Wednesday, 30 March 2016

**Time:** 10.00 am

**Venue:** Committee Room 1 & 2, The Guildhall, Market Square, Cambridge, CB2 3QJ

**Contact:** Toni Birkin

**Direct Dial:** 01223 457013

#### 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 or a 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 - WEST CAMBRIDGE CAMPUS, MADINGLEY ROAD. *(Pages 5 - 10)***

## ***Information for the public***

### **Public attendance**

You are welcome to attend this meeting as an observer, although it will be necessary to ask you to leave the room during the discussion of matters which are described as confidential.

### **Public Speaking**

You can ask questions on an issue included on either agenda above, or on an issue which is within this committee's powers. Questions can only be asked during the slot on the agenda for this at the beginning of the meeting, not later on when an issue is under discussion by the committee.

If you wish to ask a question related to an agenda item contact the committee officer (listed above under 'contact') **before the meeting starts**. If you wish to ask a question on a matter not included on this agenda, please contact the committee officer by 10.00am the working day before the meeting. Further details concerning the right to speak at committee can be obtained from the committee section.

### **Filming Protocol**

Filming, recording and photography at council meetings is allowed subject to certain restrictions and prior agreement from the chair of the meeting.

Requests to film, record or photograph, whether from a media organisation or a member of the public, must be made to the democratic services manager at least three working days before the meeting.

### ***Fire Alarm***

In the event of the fire alarm sounding (which is a continuous ringing sound), you should pick up your possessions and leave the building by the route you came in. Once clear of the building, you should assemble on the pavement opposite the main entrance to the Guildhall and await further instructions. If your escape route or the assembly area is unsafe, you will be directed to safe areas by a member of Cambridge City Council staff.