

**Cambridge City Council
Design & Conservation Panel**

Notes of the meeting Wednesday 24th November 2010

Present:

Terry Gilbert	-	Acting Chair
Chris Davis	-	IHBC/RIBA
David Grech	-	English Heritage
Carolin Gohler	-	Cambridge Past, Present & Future
Russell Davies	-	RTPI
Ian Steen	-	Co-opted member
Mac Dowdy	-	Co-opted member
Jon Harris	-	Co-opted member

4. Revisions to the D&C Panel Terms of Reference.

Following comments made by officers and members of the Agents' Forum, John Preston invited the Panel to comment on the proposed amendments that were tabled. The Panel were advised that new proposed Terms of Reference would be accompanied by a report and presented for approval to January's Environment Scrutiny Committee. The Panel made comments as follows.

- Matters for consideration. All agreed Scheduled Monuments would be added to the list of designated heritage assets to be considered.
- Decision-making. Issues of particular significance would be highlighted in bold in the Panel's minutes so as to emphasise important aspects.
- Agendas and presentations. Priority will be given to current submitted applications. Also, presentations to the Panel of the same scheme should be limited to two occasions (but at the discretion of the Chair).
- Deliberation in private following presentation and questions. The Panel were advised that members of the Agents Forum had struggled to understand the thought processes behind verdicts and have requested the deliberation be an open discussion, in accordance with the guidance from CABE. However, according to City Council officers and members of the Panel, it was observed that CABE does hold discussions *in camera*. The Panel felt strongly that the presence of agents throughout its deliberations would change the dynamic considerably and potentially inhibit discussion. The collective view of the Panel was that current arrangements were entirely appropriate.