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22 February 2010

To: Councillors David Bard and Nick Wright, Portfolio Holders

Val Barrett	Scrutiny Monitor, Planning
Trisha Bear	Opposition Spokesman, Planning Portfolio
Anthony Berent	Opposition Spokesman, New Communities
Roger Hall	Scrutiny Monitor, New Communities
Bridget Smith	Scrutiny Monitor and Opposition Spokesman, New Communities
Jim Stewart	Opposition Spokesman, New Communities
John Williams	Opposition Spokesman, Planning Portfolio

Dear Sir / Madam

You are invited to attend the next meeting of **PLANNING AND NEW COMMUNITIES JOINT PORTFOLIO HOLDERS' MEETING**, which will be held in **MONKFIELD ROOM, FIRST FLOOR** at South Cambridgeshire Hall on **TUESDAY, 2 MARCH 2010** at **9.00 a.m.**

Yours faithfully  
**GJ HARLOCK**  
Chief Executive

**Requests for a large print agenda must be received at least 48 hours before the meeting.**

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<b>AGENDA</b>		<b>PAGES</b>
<b>PROCEDURAL ITEMS</b>		
<b>1.</b>	<b>Declarations of Interest</b>	
<b>2.</b>	<b>Minutes of Previous Meeting</b> The Portfolio Holders are asked to sign the minutes of the meeting held on 26 January 2010 as a correct record.	<b>1 - 6</b>
<b>DECISION ITEMS</b>		
<b>3.</b>	<b>Procurement Strategy 2010</b> Appendices A-E are attached to the electronic version of the agenda on the Council's website. Appendix F is attached to both the paper and electronic versions.	<b>7 - 32</b>
<b>4.</b>	<b>Final Service Plans 2010/11: Corporate Services (Procurement and Efficiency)</b> For approval, subject to comments made by Senior Management Team at its meeting on 24 February 2010.	<b>33 - 64</b>
<b>5.</b>	<b>Final Service Plans 2010/11: Planning</b>	<b>65 - 146</b>

For approval, subject to comments made by Senior Management Team at its meeting on 24 February 2010.

- 6. Local Development Scheme** **147 -  
150**

Appendix 1 is attached to the electronic version of the agenda on the Council's website.

- 7. Final Service Plans 2010/11: New Communities** **151 -  
176**

For approval, subject to comments made by Senior Management Team at its meeting on 24 February 2010.

- 8. Cambridgeshire Green Infrastructure Strategy** **177 -  
188**

To respond to consultation by Cambridgeshire Horizons.

- 9. Supplementary Planning Document: Affordable Housing, Design Guide and Landscape** **189 -  
196**

Appendices 1 to 7 are attached to the electronic version of the agenda on the Council's website.

- 10. Local Transport Plan** **197 -  
204**

Cambridgeshire County Council's leaflet called *Consultation on Cambridgeshire's Local Transport Plan* is attached to the electronic version of the agenda on the Council's website.

- 11. Supplementary Planning Document: Waste Management** **205 -  
212**

To respond to consultation by Cambridgeshire County Council and Peterborough City Council on the two draft supplementary planning documents relating to waste management. The Appendices are attached to the electronic version of the agenda on the Council's website.

- 12. Minerals and Waste Development Plan - proposed submission version** **213 -  
246**

To respond to consultation by Cambridgeshire County Council and Peterborough City Council. The Appendices are attached to the electronic version of the agenda on the Council's website.

- 13. Community Capital Grants Programme 2009/10** **247 -  
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- 14. Planning Portfolio: Carry Forward of Uncommitted Grant Balances as at 31 March 2010** **269 -  
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#### ITEMS FOR DISCUSSION

- 15. Financial Monitoring Report: Planning Portfolio** **273 -  
282**

- 16. Financial Monitoring Report: New Communities Portfolio** **283 -  
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**17. Performance update - Planning portfolio**

**To  
Follow**

**STANDING ITEMS**

**18. Forward Plans**

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The Portfolio Holders will maintain, for agreement at each meeting, a Forward Plan identifying all matters relevant to the Portfolios which it is believed are likely to be the subject of consideration and / or decision by the Portfolio Holders, or recommendation to, or referral by, the Portfolio Holders to Cabinet, Council, or any other constituent part of the Council. The plans will be updated as necessary. The Portfolio Holders will be responsible for the content and accuracy of the forward plans.

**19. Date of Next Meeting**

The next Planning and New Communities Portfolio Holders' meeting will take place on Thursday 20 May 2010, starting at 10.00am in the Council Chamber. Please note that the meeting scheduled for 11 May 2010 has been cancelled.

## **GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL**

While the District Council endeavours to ensure that visitors come to no harm when visiting South Cambridgeshire Hall, those visitors also have a responsibility to make sure that they do not risk their own or others' safety.

### **Increased hygiene at South Cambridgeshire Hall**

In light of the swine flu pandemic, we have intensified our usual cleaning routines in council buildings. We have also introduced hand gel dispensers throughout the offices, including public areas. When visiting South Cambridgeshire Hall you are encouraged to use these facilities if and when required to help limit the spread of flu.

### **Security**

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### **Emergency and Evacuation**

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- **Do not** use the lifts to exit the building. If you are unable to negotiate stairs by yourself, the emergency staircase landings are provided with fire refuge areas, which afford protection for a minimum of 1.5 hours. Press the alarm button and wait for assistance from the Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

### **First Aid**

If someone feels unwell or needs first aid, please alert a member of staff.

### **Access for People with Disabilities**

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### **Toilets**

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### **Recording of Business**

Unless specifically authorised by resolution, no audio and / or visual or photographic recording in any format is allowed at any meeting of the Council, the executive (Cabinet), or any committee, sub-committee or other sub-group of the Council or the executive.

### **Banners, Placards and similar items**

No member of the public shall be allowed to bring into or display at any Council meeting any banner, placard, poster or other similar item. The Chairman may require any such item to be removed.

### **Disturbance by Public**

If a member of the public interrupts proceedings, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared.

### **Smoking**

Since 1 July 2008, the Council has operated a new Smoke Free Policy. Visitors are not allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

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### **Mobile Phones**

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