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Wednesday 12 May 2010



South
Cambridgeshire
District Council

To: Councillors David Bard and Nick Wright, Portfolio Holders

Val Barrett Scrutiny Monitor, Planning

Trisha Bear Opposition Spokesman, Planning

Portfolio

Roger Hall Scrutiny Monitor, New Communities
Bridget Smith Scrutiny Monitor and Opposition
Spokesman, New Communities

Opposition Spokesman, New

Communities

John F Williams Opposition Spokesman, Planning

Portfolio

Dear Sir / Madam

Jim Stewart

You are invited to attend the next meeting of PLANNING AND NEW COMMUNITIES JOINT PORTFOLIO HOLDERS' MEETING, which will be held in COUNCIL CHAMBER, FIRST FLOOR at South Cambridgeshire Hall on THURSDAY, 20 MAY 2010 at 10.00 a.m.

Yours faithfully **GJ HARLOCK** Chief Executive

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

AGENDA		D4050
	PROCEDURAL ITEMS	PAGES
1.	Declarations of Interest	
2.	Minutes of Previous Meeting The Portfolio Holders are asked to sign the minutes of the meeting held on Tuesday 2 March 2010 as a correct record.	1 - 10
	ITEMS RELEVANT TO THE NEW COMMUNITIES PORTFOLIO ONLY	
3.	St Edmundsbury Borough Council Local Development Framework: development management policies submission draft, and rural site allocations preferred options	11 - 14
4.	Revision of Process and Guidance Notes for Sustainable Communities Capital Grants Programme	15 - 36
5.	Self-Commissioned Housing at Orchard Park	37 - 76

77 - 80 6. Climate Change Action Plan 2010-13: Consultation Process The Climate Change Action Plan was discussed by the Climate Change Working Group on 8 April 2010 and can be accessed via the following http://scambs.moderngov.co.uk/ieListDocuments.aspx?Cld=779&Mld=51 17&Ver=4 If you want a paper copy of this Plan please contact Democratic Services on 01954 713408. 7. **New Communities Performance Report 2009/10** 81 - 86 ITEMS RELEVANT TO THE PLANNING PORTFOLIO ONLY 8. 87 - 104 09-10 Performance Report - Planning - Final **STANDING ITEMS** 9. **Forward Plans** 105 -

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

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10. Date of Next Meeting

The next meetings of the Planning Portfolio Holder and the New Communities Portfolio Holder will be held on Tuesday 13 July.

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.

Security

Members of the public attending meetings in non-public areas of the Council offices must report to Reception, sign in, and at all times wear the Visitor badges issued. Before leaving the building, such visitors must sign out and return their Visitor badges to Reception.

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. Evacuate the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this would be via the staircase just outside the door. Go to the assembly point at the far side of the staff car park.

- 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

Public toilets are available on each floor of the building next to the lifts.

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.

Food and Drink

Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. Visitors are not allowed to bring food or drink into the meeting room.

Mobile Phones

Visitors are asked to make sure that their phones and other mobile devices are set on silent / vibrate mode during meetings or are switched off altogether.