

# Agenda

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## East Area Planning Committee

Date: **Wednesday 3 August 2016**

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Time: **6.00 pm**

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Place: **The Old Library, Town Hall**

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For any further information please contact:

**Jennifer Thompson, Committee and Member Services Officer**

Telephone: 01865 252275

Email: [democraticservices@oxford.gov.uk](mailto:democraticservices@oxford.gov.uk)

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As a matter of courtesy, if you intend to record the meeting please let the committee officer know how you wish to do this before the start of the meeting.

# East Area Planning Committee

## Membership

<b>Chair</b>	Councillor Van Coulter	Barton and Sandhills;
<b>Vice-Chair</b>	Councillor David Henwood	Cowley;
	Councillor Nigel Chapman	Headington Hill and Northway;
	Councillor Mary Clarkson	Marston;
	Councillor Ben Lloyd-Shogbesan	Lye Valley;
	Councillor Michele Paule	Rose Hill and Iffley;
	Councillor Sian Taylor	Northfield Brook;
	Councillor Dick Wolff	St. Mary's;
	Councillor Ruth Wilkinson	Headington;

The quorum for this meeting is five members. Substitutes are permitted

### **HOW TO OBTAIN A COPY OF THE AGENDA**

In order to reduce the use of resources, our carbon footprint and our costs we will no longer produce paper copies of agenda over and above our minimum requirements. Paper copies may be looked at the Town Hall Reception and at Customer Services, St Aldate's.

A copy of the agenda may be:-

- Viewed on our website – [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)
- Downloaded from our website
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# AGENDA

Pages

1 **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

2 **DECLARATIONS OF INTEREST**

3 **ROYAL MAIL SORTING OFFICE, 7000 ALEC ISSIGONIS WAY, OX4 2ZY: 16/00177/FUL**

11 - 32

**Site Address:** Royal Mail Sorting Office and Vehicle Maintenance Depot, 7000 Alec Issigonis Way.

**Proposal:** Demolition of former Royal Mail Sorting Office (B8) and Vehicle Maintenance Depot (B2) and the redevelopment of the site with the Use Classes B1(c), B2 and B8 and ancillary offices (B1(a)).

**Officer recommendation:** to support the development in principle but defer the application in order to draw up a legal agreement in the terms outlined below, and delegate to officers the issuing of the notice of permission, subject to conditions below on its completion:

## **Conditions:**

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Samples of materials.
4. Landscape plan required.
5. Landscape plan carried out by completion.
6. Landscape Management Plan.
7. Tree Protection Plan.
8. Arboricultural Method Statement.
9. Construction Traffic Management Plan
10. Travel Plan
11. Detailed design of access arrangements to the site.
12. Service and Delivery Management Plan.
13. Revised parking plan to local plan standard and detailed design of parking areas.
14. Restriction on use of car parking to occupiers of site.
15. Details of cycle and refuse storage.
16. Development carried out in accordance with Flood Risk Assessment.
17. Detailed Drainage Scheme.
18. Details of biodiversity enhancements.
19. Noise restrictions on all mechanical plant on buildings.
20. Energy Strategy recommendations implemented.
21. Contaminated Land Risk Assessment.
22. Site Waste Management Plan.
23. Details of Electric Vehicle Charging Points.

## **Legal Agreement:**

£156,582.00 towards Affordable Housing Provision.  
£1,240 towards monitoring fees for the Framework Travel Plan.

4	<b>16/01357/FUL: KASSAM STADIUM AND LAND ADJACENT FALCON CLOSE, OX4 4XP</b>	33 - 40
	<b>Site Address:</b> Kassam Stadium and Land Adjacent to Falcon Close, OX4 4XP	
	<b>Proposal:</b> Temporary use of part of car park for motorcycle testing/training and part of stadium for storage and office at The Kassam Stadium for three years.	
	<b>Officer recommendation:</b> East Area Planning Committee is recommended to grant planning permission with the following conditions	
	<ol style="list-style-type: none"><li>1. Time limit (3 year temporary permission).</li><li>2. Hours of operation.</li><li>3. Areas of use.</li><li>4. Means of access.</li></ol>	
5	<b>16/01631/DEM: MURCO SERVICE STATION, BETWEEN TOWNS ROAD</b>	41 - 46
	<b>Site Address:</b> Murco Service Station, Between Towns Road, OX4 3LZ	
	<b>Proposal:</b> Application to determine whether prior approval is required for the method of demolition.	
	<b>Officer recommendation:</b> East Area Planning Committee is recommended to agree that prior approval is required and granted.	
6	<b>16/01530/CT3 TENNIS COURTS, PEGASUS ROAD</b>	47 - 54
	<b>Site Address:</b> Tennis Courts, Pegasus Road, Oxford	
	<b>Proposal:</b> Refurbishment of the existing external artificial sports pitch along with replacement ball-stop fencing, clean access and site furniture, replacement floodlights. Resurfacing of the existing playing space with new 3G artificial grass pitch surface. Installation of new ball stop fencing to the new pitch perimeter to replace existing high level fencing. Creation of new hard standing areas with associated porous asphalt surfacing and matching ball stop fencing for pedestrian access, goals storage and vehicular maintenance access. Replacement of existing artificial (flood) light system. Installation of overspill vehicular parking area.	
	<b>Officer recommendation:</b> to grant planning permission subject to the following conditions	

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Materials.
4. Car parking.
5. Lighting.
6. Hours of lighting.

## 7 MINUTES

55 - 58

Minutes from the meetings of 6 July 2016

**Recommendation:** That the minutes of the meeting held on 6 July 2016 are approved as a true and accurate record.

## 8 FORTHCOMING APPLICATIONS

Items for consideration by the committee at future meetings are listed for information. They are not for discussion at this meeting.

- 2 Mortimer Drive: 16/00824/FUL
- Site Of Former Shelley Arms 114 Cricket Road: 16/00679/FUL
- 139 Oxford Road, Old Marston OX3 0RB: 16/01008/FUL
- Land West of 75 Town Furze, Oxford, OX3 7EW: 16/00968/FUL
- 16 Clive Road: 15/03342/FUL
- Clinical Biomanufacturing Facility, Churchill Hospital, Old Road: 15/03466/FUL
- 39 - 41 Waynflete Road, Land To The Rear And Off Bayswater Farm Road: 16/00744/FUL
- William Morris Close, OX4 2JX: 16/00797/OUT
- 474 Cowley Road, OX4 2DP: 16/01049/FUL
- 16/01309/FUL: 5 Atkinson Close, OX3 9LW
- 16/00701/CT3: Barton Adventure Playground, Fettiplace Road, OX3 9LY
- 16/01402/FUL: St Lukes Hospital, Latimer Road, OX3 7PF
- 16/01226/FUL: Canterbury House, Rivera House, Adams House & Vacant Plot, Cowley Road, OX4 2BS
- 16/01309/FUL: Temple Cowley Pools, Temple Road, OX4 2EZ
- 16/01549/CT3 Phase 2 of the Northway and Marston Flood Alleviation Scheme - Recreation Ground, Court Place Farm, Marsh Lane

- 16/01388/FUL: 1 Grays Road, OX3 7QB
- 16/01373/FUL: Holy Trinity Church, Headington
- 16/01416/FUL: The Oxford Academy, Sandy Lane West, OX4 6JZ
- 16/01322/FUL: 31 Glebelands

## **9 DATES OF FUTURE MEETINGS**

The Committee will meet at 6.00pm on the following dates:

7 Sep 2016  
5 Oct 2016  
2 Nov 2016  
7 Dec 2016  
11 Jan 2017  
8 Feb 2017  
8 Mar 2017  
5 Apr 2017  
10 May 2017

## **DECLARING INTERESTS**

### **General duty**

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

### **What is a disclosable pecuniary interest?**

Disclosable pecuniary interests relate to your\* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

### **Declaring an interest**

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

### **Members' Code of Conduct and public perception**

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

\*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

## **CODE OF PRACTICE FOR DEALING WITH PLANNING APPLICATIONS AT AREA PLANNING COMMITTEES AND PLANNING REVIEW COMMITTEE**

Planning controls the development and use of land in the public interest. Applications must be determined in accordance with the Council's adopted policies, unless material planning considerations indicate otherwise. The Committee must be conducted in an orderly, fair and impartial manner.

The following minimum standards of practice will be followed.

1. All Members will have pre-read the officers' report. Members are also encouraged to view any supporting material and to visit the site if they feel that would be helpful.
2. At the meeting the Chair will draw attention to this code of practice. The Chair will also explain who is entitled to vote.
3. The sequence for each application discussed at Committee shall be as follows:-
  - (a) the Planning Officer will introduce it with a short presentation;
  - (b) any objectors may speak for up to 5 minutes in total;
  - (c) any supporters may speak for up to 5 minutes in total;
  - (d) speaking times may be extended by the Chair, provided that equal time is given to both sides. Any non-voting City Councillors and/or Parish and County Councillors who may wish to speak for or against the application will have to do so as part of the two 5-minute slots mentioned above;
  - (e) voting members of the Committee may raise questions (which shall be directed via the Chair to the lead officer presenting the application, who may pass them to other relevant Officers and/or other speakers); and
  - (f) voting members will debate and determine the application.
4. Preparation of Planning Policy documents – Public Meetings

At public meetings Councillors should be careful to be neutral and to listen to all points of view. They should take care to express themselves with respect to all present including officers. They should never say anything that could be taken to mean they have already made up their mind before an application is determined.
5. Public requests to speak

Members of the public wishing to speak must notify the Committee and Member Services Officer before the meeting starts giving their name, the application/agenda item they wish to speak on and whether they are objecting to or supporting the application. Notifications can be made via e-mail or telephone, to the Committee and Member Services Officer (whose details are on the front of the Committee agenda) or given in person before the meeting starts.
6. Written statements from the public

Members of the public and councillors can send the Committee and Member Services Officer written statements to circulate to committee members, and the planning officer prior to the meeting. Statements are accepted and circulated by noon, two working days before the start of the meeting. Material received from the public at the meeting will not be accepted or circulated, as Councillors are unable to view proper consideration to the new information and officers may not be able to check for accuracy or provide considered advice on any material consideration arising.
7. Exhibiting model and displays at the meeting

Applicants or members of the public can exhibit models or displays at the meeting as long as they notify the Committee and Member Services Officer of their intention at least 24 hours before the start of the meeting so that members can be notified.



## 8. Recording meetings

Members of the public and press can record the proceedings of any public meeting of the Council. If you do wish to record the meeting, please notify the Committee clerk prior to the meeting so that they can inform the Chair and direct you to the best plan to record. You are not allowed to disturb the meeting and the Chair will stop the meeting if they feel a recording is disruptive.

The Council asks those recording the meeting:

- Not to edit the recording in a way that could lead to misinterpretation of the proceedings. This includes not editing an image or views expressed in a way that may ridicule, or show a lack of respect towards those being recorded.
- To avoid recording members of the public present unless they are addressing the meeting.

For more information on recording at meetings please refer to the Council's [Protocol for Recording at Public Meetings](#)

## 9. Meeting Etiquette

All representations should be heard in silence and without interruption. The Chair will not permit disruptive behaviour. Members of the public are reminded that if the meeting is not allowed to proceed in an orderly manner then the Chair will withdraw the opportunity to address the Committee. The Committee is a meeting held in public, not a public meeting.

## 10. Members should not:

- (a) rely on considerations which are not material planning considerations in law;
- (b) question the personal integrity or professionalism of officers in public;
- (c) proceed to a vote if minded to determine an application against officer's recommendation until the reasons for that decision have been formulated; or
- (d) seek to re-design, or negotiate amendments to, an application. The Committee must determine applications as they stand and may impose appropriate conditions.

a)

b)

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