

Agenda

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West Area Planning Committee

Date: **Tuesday 11 April 2017**

Time: **6.00 pm**

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

For any further information please contact the Committee Services Officer:

Catherine Phythian, Committee and Member Services Officer

Telephone: 01865 252402

Email: democraticservices@oxford.gov.uk

If you intend to record the meeting, it would be helpful if you speak to the Committee Services Officer before the start of the meeting.

West Area Planning Committee

Membership

Chair	Councillor Louise Upton	North;
Vice-Chair	Councillor Tom Landell Mills	St. Margaret's;
	Councillor Colin Cook	Jericho and Osney;
	Councillor Steven Curran	Iffley Fields;
	Councillor Jean Fooks	Summertown;
	Councillor Alex Hollingsworth	Carfax;
	Councillor Jennifer Pegg	Northfield Brook;
	Councillor Bob Price	Hinksey Park;
	Councillor John Tanner	Littlemore;

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

Copies of this agenda

Reference copies are available to consult in the Town Hall Reception. Agendas are published 6 working days before the meeting and the draft minutes a few days after.

All agendas, reports and minutes are available online and can be:

- viewed on our website – mycouncil.oxford.gov.uk
- downloaded from our website
- viewed using the computers in the Customer Services, St Aldate's, or
- subscribed to electronically by registering online at mycouncil.oxford.gov.uk

AGENDA

Pages

1 **Apologies for absence and substitutions**

2 **Declarations of interest**

3 **16/03056/FUL: Balliol College Sports Ground, Jowett Walk / Cross Street, Oxford**

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Site address: Balliol College Sports Ground, Jowett Walk / Cross Street, Oxford

Proposal: Proposed demolition of existing collegiate accommodation and erection of C2 residential institution including sports pavilion, assembly space and associated accommodation, access and landscape (amended information and revised plans)

Officer recommendation:

West Area Planning Committee is recommended to grant planning permission (16/03056/FUL) for the reasons set out in the report and subject to and including the conditions listed and the satisfactory completion of a S106 legal agreement and delegate to the Head of Planning & Regulatory Services to issue the Decision on satisfactory completion of the S106.

Conditions

1. Time Limit – 3 years to implement
2. Plans – in accordance with approved plans
3. Materials – samples agree prior phase of construction (Excluding demolition)
4. Biodiversity – measures for wildlife (bird bat boxes)
5. Demolition Method Statement – details to be submitted prior commencement.
6. Enabling Works Construction Traffic Management Plan - as approved
7. Construction Traffic Management Plan – details prior to commencement
8. Cycle & bin storage – further details prior to substantial completion
9. Sustainability – in accordance with Energy Statement approved
10. Sustainability – Further details of CHP

11. Revised Drainage Strategy – further details, prior construction excl. demolition
12. SUDs Maintenance Plan – prior occupation
13. Piling method statement – water infrastructure details
14. Landscape plan to be submitted prior to occupation of any phasing
15. Landscape – planting carry out after completion of each phase or substantial completion of whole development.
16. Trees – (Hard Surfaces – tree roots)
17. Trees - (Underground Services – tree roots)
18. Trees - (Tree Protection Plan) as approved
19. Trees - (Arboricultural Method Statement) as approved
20. Details of boundary treatment / entrance gates prior to occupation/ installation
21. Archaeology – WSI as approved
22. Travel Plan – (residential) prior to occupation
23. Student Accommodation and Out of Term Use
24. Student Accommodation – Student Traffic Management Plan as approved
25. Students - No cars
26. Access - Jowett Walk as approved, prior to occupation.
27. Contamination – Watching brief as approved
28. Contamination – Remediation Strategy prior occupation
29. Contamination – Validation Report prior occupation
30. External Lighting – details prior to installation
31. Architectural Recording of buildings to be demolished.
32. Wardens Flat – restrict use

Legal Agreement:

City:

A S106 is required to secure the construction of the development within 3 years in order to mitigate the loss of one unit of family accommodation.

County:

A S278 agreement will be required to:

- relocate the existing vehicular access which will include the removal of a tree, the relocation of the existing phone box and the re-provision of parking bays lost at the access (to include a £2,500 fee for the amendment to the Traffic Regulation Order).

- resurface the junction speed table at the junction of St Cross Road/Manor Road.

A S106 agreement will be required in order for the applicant to pay £1,240 to monitor the site's travel plan (in line with the county council's guidance document "Transport for New Developments: Transport Assessments and Travel Plans").

4 15/01601/FUL: 26 Norham Gardens, Oxford, OX6 6QD

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Site address: 26 Norham Gardens, Oxford, OX6 6QD

Proposal: Demolition of existing outbuildings. Renovation of existing house to form 18 student study rooms. Construction of replacement outbuildings to form 9 student flats.

Officer recommendation:

West Area Planning Committee is recommended to grant planning permission (15/01601/FUL) for the reasons set out in the report and subject to the following conditions:

Conditions:

1. Development begun within time limit
2. Develop in accordance with approved plans
3. Material Samples in Conservation Area
4. Landscape Plan
5. Landscape Implementation
6. Hard Surface Design – Tree Roots
7. Underground Services – Tree Roots
8. Tree Protection Plan
9. Arboricultural Method Statement
10. Student Accommodation – Full Time Courses
11. Student Accommodation - No cars
12. Student Accommodation - Out of Term Use
13. Archaeology – Written Scheme of Investigation
14. Details of the Cycle Parking and Refuse Areas
15. Construction Traffic Management Plan
16. Sustainability Statement Implementation
17. Biodiversity Measures / Enhancements

5 16/03318/FUL: John Coombes House, 28 St Thomas' St, Oxford, OX1 1JL

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Site address: John Coombes House, 28 St Thomas' Street, Oxford, OX1 1JL

Proposal: Demolition of part of Combe House and Galilee rooms. Erection of single storey extensions to north, south and west elevations and formation of dormer windows. Conversion of Galilee rooms to Nursery (Use Class D1). Formation of mezzanine floor. Alterations to existing windows. Provision of covered area to North elevation. Erection of glazed light at first floor level. Provision of pathway to provide access to nursery and construction of playground and boundary wall within churchyard. Installation of external lighting.

Officer recommendation:

West Area Planning Committee is recommended to grant planning permission (16/03318/FUL) for the reasons set out in the report and subject to the following conditions:

Conditions

1. Development begun within time limit
2. Develop in accordance with approved plans
3. Samples
4. Tree Protection Plan (TPP) 1
5. Arboricultural Method Statement (AMS) 1
6. Japanese knotweed
7. Biodiversity enhancement
8. Archaeology
9. Contaminated Land 1
10. Contaminated Land 2
11. Contaminated Land 3

6 17/00338/CT3: Land At Townsend Square

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Site address: Land at Townsend Square, Oxford

Proposal: Provision of 25no. parking spaces and 2no. disabled parking spaces.

Officer recommendation:

West Area Planning Committee is recommended to grant planning permission (17/00338/CT3) for the reasons set out in the report and subject to the following conditions:

Conditions

1. Development begun within time limit
2. Develop in accordance with approved plans
3. Materials
4. Visibility splays (vehicle to pedestrian)
5. Visibility splays (vehicular)
6. Landscape plan required
7. Landscape carry out by completion
8. Landscape hard surface design
9. Landscape underground services
10. Tree protection plan
11. Arboricultural Method Statement (AMS)
12. Drainage details
13. SUDs maintenance plan

7 Minutes

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To approve as a true and accurate record the minutes of the meeting held on 14 March 2017.

8 Forthcoming applications

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

Chiltern Line - East West Rail link - all applications	
17/00608/FUL: 16 Chester Street, OX4 1SN	Called in
17/00476/FUL: 278-280 Banbury Road, OX2 7ED	Committee level application
16/02689/FUL: Unither House, 15 Paradise Street, Oxford, OX1 1LD (was Cooper Callas)	Major application
17/00460/RES: Westgate Centre And Adjacent Land, OX1 1NX	Major application: reserved matters
16/02945/FUL: Oxford Business Centre Osney Lane Oxford Oxfordshire OX1 1TB	Major application; reserved matters
17/00250/FUL: Castle Mill, Roger Dudman Way, OX1 1AF	

16/02745/CT3: Seacourt Park And Ride, Botley Road, Oxford	Major application - Council application
15/03524/FUL: Oxford Spires Four Pillars Hotel, Abingdon Road, Oxford, OX1 4PS	Major application
17/00557/FUL: 114 Leiden Road, OX3 8QU	Called in
16/01220/FUL & 16/01221/FUL: 16 Northmoor Road, Oxford, OX2 6UP	Called in
16/01541/FUL: The Honey Pot, 8 Hollybush Row, OX1 1JH	Non-delegated application

9 Dates of future meetings

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

2017	2018
9 May 2017	
13 June 2017	
11 July 2017	16 January 2018
1 August 2017	21 February 2018
12 Sept 2017	13 March 2018
10 October 2017	10 April 2018
14 November 2017	21 May 2018
12 December 2017	12 June 2018

Councillors 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. Advice on bias, predetermination and declarations of interest is available from the Monitoring Officer.

The following minimum standards of practice will be followed.

At the meeting

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 (in accordance with the rules contained in the Planning Code of Practice contained in the Council's Constitution).
2. At the meeting the Chair may 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.

Preparation of Planning Policy documents – Public Meetings

4. 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.

Public requests to speak

5. Members of the public wishing to speak must notify the Democratic 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 Democratic Services Officer (whose details are on the front of the Committee agenda) or given in person before the meeting starts.

Written statements from the public

6. Members of the public and councillors can send the Democratic Services Officer written statements and other material to circulate to committee members, and the

planning officer prior to the meeting. Statements and other material are accepted and circulated by noon, two working days before the start of the meeting.

7. Material received from the public at the meeting will not be accepted or circulated, as Councillors are unable to view give 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. Any such material will not be displayed or shown at the meeting.

Exhibiting model and displays at the meeting

8. Applicants or members of the public can exhibit models or displays at the meeting as long as they notify the Democratic Services Officer of their intention by noon, two working days before the start of the meeting so that members can be notified.

Recording meetings

9. 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 place to record. You are not allowed to disturb the meeting and the chair will stop the meeting if they feel a recording is disruptive.
10. 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.

Meeting Etiquette

11. 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.
12. 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.

Code updated to reflect changes in the Constitution agreed at Council on 25 July 2016.