

Agenda

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West Area Planning Committee

Date: **Wednesday 20 February 2019**

Time: **6.00 pm**

Place: **The Old Library - Oxford 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 Colin Cook	Jericho and Osney;
Vice-Chair	Councillor Michael Gotch	Summertown;
	Councillor Lubna Arshad	Cowley Marsh;
	Councillor Nadine Bely-Summers	Holywell;
	Councillor Tiago Corais	Littlemore;
	Councillor Paul Harris	St. Margaret's;
	Councillor Alex Hollingsworth	Carfax;
	Councillor Dan Iley-Williamson	Holywell;
	Councillor Louise Upton	North;

The quorum for this meeting is five members. Substitutes are permitted. Substitutes for the Chair and Vice-chair do not take on these roles.

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

Planning applications - background papers and additional information

To see representations, full plans, and supplementary information relating to applications on the agenda, please [click here](#) and enter the relevant Planning Reference number in the search box.

Any additional information received following the publication of this agenda will be reported and summarised at the meeting.

1 Apologies for absence and substitutions

2 Declarations of interest

3 18/03113/FUL: 122 Banbury Road, Oxford OX2 7BP

11 - 44

Site address: 122 Banbury Road, Oxford, OX2 7BP

Proposal: Erection of 2no dwelling houses (Use Class C3) within the grounds of 122 Banbury Road, including new access off Belbroughton Road, landscaped amenity space, car parking, bin and cycle storage.

Reason at Committee: The application has been called by Councillors Harris, Landell-Mills, Wade and Goddard due to local concerns about the impact on the conservation area.

Recommendation:

The West Area Planning Committee is recommended to:

1. **approve the application** for the reasons given in the report and subject to the required planning conditions set out in section 12 of the report and grant planning permission; and
2. **agree to delegate authority** to the Acting Head of Planning Services to finalise the recommended conditions as set out in the report including such refinements, amendments, additions and/or deletions as the Acting Head of Planning Services considers reasonably necessary.

4 18/03313/FUL: Land east of Cherwell School South Site, Marston Ferry Road, Oxford

45 - 68

Site address: Land east of Cherwell School South Site,
Marston Ferry Road, Oxford

Proposal: Erection of two, two storey modular buildings for temporary school premises at 'Swan School', provision of external associated facilities together with car and cycle parking for a period of no more than two academic years.

Recommendation:

The West Area Planning Committee is recommended to:

1. **approve the application** for the reasons given in the report and subject to
 - a. the satisfactory completion of a legal agreement or unilateral undertaking under section 106 of the Town and Country Planning Act 1990 and other enabling powers to secure the planning obligations set out in the recommended heads of terms which are set out in the report; and
 - b. the required planning conditions set out in section 12 of the report
 - c. and grant planning permission;
2. **agree to delegate authority** to the Acting Head of Planning Services to:
 - a. finalise the recommended conditions as set out in the report including such refinements, amendments, additions and/or deletions as the Acting Head of Planning Services considers reasonably necessary;
 - b. finalise the recommended legal agreement or unilateral undertaking under section 106 of the Town and Country Planning Act 1990 and other enabling powers as set out in the report, including refining, adding to, amending and/or deleting the obligations detailed in the heads of terms set out in the report (including to dovetail with and where appropriate, reinforce the final conditions and informatives to be attached to the planning permission) as the Acting Head of Planning Services considers reasonably necessary; and
 - c. issue the planning permission.

5 18/02645/FUL: 5 Chadlington Road Oxford OX2 6SY

69 - 84

Site address: 5 Chadlington Road, Oxford, OX2 6SY

Proposal: Demolition of existing garage and conservatory. Erection of a two storey side and rear extension and a single storey rear extension. Enlargement of existing front porch, removal of chimneys, removal of 1no. door to north west elevation and replace with 1no window. Alterations to vehicle access into the site. Provision of bin and cycle stores (Amended Plans and Amended Description).

Reason at Committee: This application has been called in by Councillors Harris, Gotch, Roz Smith, Gant and Garden on the ground that the proposed extensions involve overbuilding of the site and are of a scale and nature which affects the character of the neighbourhood which is in a conservation area.

Recommendation:

The West Area Planning Committee is recommended to:

1. **approve the application** for the reasons given in the report and subject to the required planning conditions set out in section 12 of the report and grant planning permission; and
2. **agree to delegate authority** to the Acting Head of Planning Services to finalise the recommended conditions as set out in the report including such refinements, amendments, additions and/or deletions as the Acting Head of Planning Services considers reasonably necessary.

6 17/02537/CND2: St Hilda's College, Cowley Place, Oxford, OX4 1DY

85 - 94

Site address: St Hilda's College, Cowley Place, Oxford, OX41DY

Proposal: Details submitted in compliance with conditions 8 (Details of windows), 9 (Large scale details of the Tower) and 10 (Lighting strategy) of planning permission 17/02537/FUL.

Reason at Committee: West Area Planning Committee approved application 17/02537/FUL on 13 March 2018 subject to conditions. It was agreed that approval of the details required by conditions 8, 9 and 10 as they relate to the tower, should be brought back to Committee and not delegated

to the Head of Planning to approve.

Recommendation:

The West Area Planning Committee is recommended to:

1. **approve the details** submitted in compliance with condition 8 (Details of windows), condition 10 (Lighting Strategy) and partially approve details of condition 9 (Large scale details of the Tower); and
2. **agree to delegate authority** to the Acting Head of Planning Services to:
 - a. approve the final details of the Tower (part of condition 9);
 - b. determine any future minor amendments that may be submitted as part of each of these conditions.

7 Minutes

95 - 98

Recommendation: to approve the minutes of the meeting held on 15 January 2019 as a true and accurate record.

8 Forthcoming applications

Items currently expected to be considered by the committee at future meetings are listed for information. This is not a definitive list and applications may be added or removed at any point. These are not for discussion at this meeting.

18/02065/OUTFUL: Oxford North (Northern Gateway) Land Adjacent To A44, A40, A34 And Wolvercote Roundabout, Northern By-Pass Road, Wolvercote, Oxford, OX2 8JR	Major application
18/02644/FUL: Site Of Millway Close, Oxford, OX2 8BJ	Call in
18/02742/FUL: 12 Fyfield Road, Oxford, OX2 6QE	Call in
18/02774/OUT: Land Forming The Site Of Former Cold Arbour Filling Station, 281 Abingdon Road, OX1 4US	Committee level application
18/02809/POM: Millbank, Mill Street, Oxford	Committee level application
18/02974/VAR: Greyfriars Court, Paradise Square, Oxford, OX1 1BE	Committee level application
18/02989/FUL: 269 Cowley Road, Oxford, OX4 2AJ	Committee level application
18/03322/FUL: 16 Northmoor Road, Oxford, OX2 6UP	Call in
18/03385/FUL: Cumberlege House, Cumberlege Close, Oxford, OX3 0QW	Committee level application
18/03369/FUL: Site Of Gibbs Crescent, Oxford, OX2 0NX	Committee level application

18/03384/FUL: 15-17 Elsfield Hall, Elsfield Way, Oxford, OX2 8EP	Committee level application
18/03370/FUL: Simon House, 1 Paradise Street, Oxford, OX1 1LD	Committee level application
18/03325/FUL: Old Toll House, Folly Bridge, Oxford, OX1 4LB	Call in
18/03326/LBC: Old Toll House, Folly Bridge, Oxford, OX1 4LB	Call in

9 Dates of future meetings

Future meetings of the Committee are scheduled at 6.00pm on

2019	2020	
12 March	6 August	21 January
9 April	10 September	11 February
8 May - new date	8 October	10 March
11 June	12 November	7 April
9 July	10 December	

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 by noon on the working day before the meeting, 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 in person, via e-mail or telephone, to the Democratic Services Officer (whose details are on the front of the Committee agenda).

Written statements from the public

6. Any written statements that members of the public and Councillors wish to be considered should be sent to the planning officer by noon two working days before the day of the meeting. The planning officer will report these at the meeting. 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

7. 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

8. 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.
9. 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

10. 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.
11. 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 Constitution changes agreed at Council in April 2017.
Unchanged in last Constitution update agreed at Council November 2018.**