

Agenda

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East Area Planning Committee

Date: **Wednesday 2 October 2019**

Time: **6.00 pm**

Place: **The Old Library - Oxford Town Hall**

For any further information please contact the Committee Services Officer:

Jennifer Thompson, Committee and Member Services Officer

Telephone: 01865 252275

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.

East Area Planning Committee

Membership

Chair	Councillor Sian Taylor	Northfield Brook;
Vice-Chair	Councillor John Tanner	Littlemore;
	Councillor Shaista Aziz	Rose Hill and Iffley;
	Councillor Nigel Chapman	Headington Hill and Northway;
	Councillor Mary Clarkson	Marston;
	Councillor Stef Garden	Headington;
	Councillor Ben Lloyd-Shogbesan	Lye Valley;
	Councillor Christine Simm	Cowley;
	Councillor Roz Smith	Quarry and Risinghurst;

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 19/01373/FUL: Former Royal Mail Sorting Office ,7000 Alec Issigonis Way, Oxford, OX4 2ZY

11 - 24

Site address: Former Royal Mail Sorting Office, 7000 Alec Issigonis Way, Oxford, OX4 2ZY

Proposal: External alterations to existing building including installation of 2no flues and external staircase and formation of waste compound, 2no plant compounds and 2no storage compounds.

Recommendation: East Area Planning Committee is recommended to:

1. **approve** the application for the reasons given in the report and subject to the required planning conditions and informative 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 and informative 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 19/01790/FUL: Quarry Village Hall, 67 Quarry Road, Oxford, OX3 8NX

25 - 34

Site address: Quarry Village Hall, 67 Quarry Road, Oxford

Proposal: Demolition of existing 2no sheds; erection of 2no sheds; formation of 1no notice board.

Recommendation: East 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.

5 19/02106/FUL: 65 Alice Smith Square, Oxford, OX4 4NQ

35 - 46

Site address: 65 Alice Smith Square, Oxford, OX4 4NQ

Proposal: Demolition of existing outbuilding; erection of a part single, part two storey front, side and rear extension and formation of balcony and porch canopy to front elevation (Amended Description).

Recommendation: East 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 this report and grant planning permission;
2. agree to delegate authority to the Acting Head of Planning Services to finalise the recommended conditions as set out in this report including such refinements, amendments, additions and/or deletions as the Acting Head of Planning Services considers reasonably necessary.

6 15/02282/OUT Jack Russell Public House, 21 Salford Road, OX3 0RX (Deed of variation to a S106 agreement)

47 - 56

Site address: Jack Russell, 21 Salford Road, Oxford

Proposal: Demolition of public house. Outline application (with all matters reserved) for the erection of 16 flats (6 x 3bed, 8 x 2 bed, 2 x 1 bed) on 3 floors. Provision of 19 car parking spaces. (Amended plans)

Reason at Committee: Request for a Deed of variation to a S106 agreement on a Major scheme

Recommendation: East Area Planning Committee is recommended to:

1. **vary** the planning obligation previously secured from the provision of on-site affordable housing to a financial contribution towards off site affordable housing provision for the reasons given in the report; and
2. **agree to delegate** authority to the Acting Head of Planning Services

to:

- finalise the recommended Deed of Variation under section 106A(1)(a) of the Town and Country Planning Act 1990 and other enabling powers as set out in this report, including refining, adding to, amending and/or deleting the obligations detailed in the heads of terms set out in the report as the Acting Head of Planning Services considers reasonably necessary; and
- complete the deed of variation referred to above.

7 **19/01444/VAR: The Peep Centre, The Oxford Academy Campus, Sandy Lane West, Oxford, OX4 5JY**

57 - 68

Site address: The Peep Centre, The Oxford Academy Campus, Sandy Lane West, Oxford

Proposal: Variation of condition 1 (Temporary consent for buildings) of planning permission 16/01048/VAR (Variation of condition 1 (Temporary consent for buildings) of planning permission 13/00380/VAR to extend the temporary planning permission by a further 3 years.) to allow permission of the temporary building consent to be extended to enable more time to raise funds to build permanent premises.

Recommendation: East Area Planning Committee is recommended to:

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

8 **Planning Appeals - Summary report October 2019**

69 - 100

Purpose of report: To provide an overview of recent appeal performance including key appeal decisions and the issues raised in the appeals.

Recommendation: That the East Area Planning Committees note the contents of the report

9 **Minutes**

101 -
104

Recommendation: to approve the minutes of the meeting held on 4 September 2019 as a true and accurate record.

10 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.

16/02549/FUL: Land Adjacent 4 Wychwood Lane, OX3 8HG	Non-delegated application
17/01519/FUL: 55 Collinwood Road Oxford OX3 8HN	Called in
18/03180/FUL: 108 Temple Road, Oxford, OX4 2HA	Called in
18/03330/OUT: Sports Field William Morris Close Oxford OX4 2SF	Committee level decision
18/03405/FUL: Holy Family Church , 1 Cuddesdon Way, Oxford, OX4 6JH	Committee level decision
19/00305/OUT: 295-301 London Road, Headington, Oxford, OX3 9HL	Committee level decision
19/00779/FUL: Land at 1-7 Jack Straw's Lane/ 302-304 and 312 Marston Road, Oxford, OX3 0DL	Committee level decision
19/01038/FUL: Ivy Lane, Osler Road, Oxford, OX3 9DT	Committee level decision
19/01039/FUL: Site Adjacent Randolph Court, Churchill Drive, Oxford	Committee level decision
19/01059/CT3: 56 Dashwood Road, Oxford, OX4 4SH	Council application
19/01225/RES: University Of Oxford Old Road Campus, Roosevelt Drive, Oxford, OX3 7DQ	Committee level decision
19/01490/CT3: Site Of 1 To 7 Birchfield Close, Oxford	Council application
19/01502/FUL: 3 Comfrey Rd, Oxford, OX4 6SP	Called in
19/01842/FUL: 3 Lakefield Road, Oxford, OX4 4LZ	Called in
19/01871/CT3: 18 Lambourn Road, Oxford, OX4 4GN	Council application
19/01969/CEU: 305 Marston Road, Oxford, OX3 0EW	Called in
19/02003/FUL: Plot 16, Oxford Science Park, Robert Robinson Avenue, Oxford, OX4 4GA	Committee level decision
19/02095/FUL: Holy Trinity Church, Trinity Road, Oxford	Committee level decision
19/02167/VAR: 12 Bleache Place, Oxford, OX4 2JD	
19/02210/CT3: Site Of 1 To 7 Birchfield Close, Oxford	Council application
19/02247/VAR: John Radcliffe Hospital, Headley Way, Oxford, OX3 9DU	Committee level decision

11 Dates of future meetings

Future meetings of the Committee are scheduled at 6.00pm on

2019

6 November

2 December

2020

15 January

5 February

4 March

1 April

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.**