

Agenda

www.oxford.gov.uk



East Area Planning Committee

Date: **Thursday 14 May 2015**

Time: **6.00 pm**

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

For any further information please contact:

Jennifer Thompson, Committee and Member Services Officer

Telephone: 01865 252275

Email: democraticservices@oxford.gov.uk

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

East Area Planning Committee

Membership

| | | |
|-------------------|--------------------------------|-------------------------------|
| Chair | Councillor Roy Darke | Headington Hill and Northway; |
| Vice-Chair | Councillor Van Coulter | Barton and Sandhills; |
| | Councillor Mohammed Altaf-Khan | Headington; |
| | Councillor Farida Anwar | Headington Hill and Northway; |
| | Councillor Ruthi Brandt | Carfax; |
| | Councillor Mary Clarkson | Marston; |
| | Councillor Ben Lloyd-Shogbesan | Lye Valley; |
| | Councillor Michele Paule | Rose Hill and Iffley; |
| | 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 internal and Council member requirement. Paper copies may be looked at the Town Hall Reception and at Customer Services, St Aldate's and at the Westgate Library

A copy of the agenda may be:-

- Viewed on our website – mycouncil.oxford.gov.uk
- Downloaded from our website
- Subscribed to electronically by registering online at mycouncil.oxford.gov.uk
- Sent to you in hard copy form upon payment of an annual subscription.

AGENDA

Pages

1 **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

2 **DECLARATIONS OF INTEREST**

3 **THE TRIANGLE, UNIVERSITY OF OXFORD OLD ROAD CAMPUS,
ROOSEVELT DRIVE: 14/03540/FUL**

9 - 18

Site address: The Triangle, University Of Oxford Old Road Campus,
Roosevelt Drive

Proposal: Change of use of building from administrative office and teaching accommodation to children's nursery for a temporary period of up to 5 years, together with external alterations including provision of new external doors, external stairs and canopies. Surfacing of garden area to provide play area, and use of land and surfacing to provide 6 drop off bays and 9 car parking spaces. Widening of entrance to 5m and rebuilding of stone pilaster to match existing. Provision of pram/buggy store (Amended plans and description).

Officer recommendation: to approve the application subject to the following conditions:

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Materials – matching.
4. Lighting services.
5. Landscape hard surface design - tree roots.
6. Tree Protection Plan (TPP) 1.
7. Reinstatement of wall.
8. Highways measures.
9. Details of surfacing of car park.
10. Landscape underground services - tree roots.
11. Removal and storage of stone from wall.

4 **PREMIER INN, THE LONGWALL GARSINGTON
ROAD:15/00288/RES**

19 - 30

Site address: Premier Inn, The Longwall, Garsington Road

Proposal: Linked three storey extension to existing hotel to provide 63 bedrooms, extended and amended reception areas, 69 car parking spaces, landscaping and ancillary works (total 202 bedroom and 256 car parking spaces). (Reserved matters of planning permission 12/01424/EXT seeking permission for access, appearance, landscaping, layout and scale).

Officer recommendation: to approve the application subject to the following conditions:

1. Time Limit.
2. Approved Plans.
3. Materials.
4. Landscaping details.
5. Landscape completion.

6. Lighting Scheme.
7. Sustainability.
8. Biodiversity enhancements.
9. Revised parking layout.
10. Cycle Parking.
11. Travel Plan.
12. Construction Traffic Management Plan.
13. Drainage Strategy – incorporating SUDS techniques.
14. Phase 1 contaminated land.
15. Unsuspected contamination – EA.
16. Archaeology – WSI.

5 3 SAWPIT ROAD: 15/00732/CT3

31 - 36

Site address: 3 Sawpit Road Oxford

Proposal: Erection of single storey rear extension.

Officer recommendation: to approve the application subject to the following conditions:

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Materials.

6 PLANNING SERVICES IMPROVEMENT ACTION PLAN PURSUANT TO THE ROGER DUDMAN WAY REVIEW

37 - 74

Report of the Head of City Development.

Officer Recommendations: The Committee is asked to:

1. Recognise the substantial work undertaken by officer in the Planning Service.
2. Understand that such improvement work does not cease and so will continue.
3. Agree that the Steering Group should continue to review progress of this improvement work. Ask officers to report to Committee in a year's time on such improvements.
4. Thank Vincent Goodstadt for his continuing support and feedback on the Action Plan work.

7 PLANNING APPEALS

75 - 78

Summary information on planning appeals received and determined during April 2015.

The Committee is asked to note this information.

8 MINUTES

79 - 84

Minutes from the meetings of 14 April 2015

Recommendation: That the minutes of the meeting held on 14 April 2015 are approved as a true and accurate record.

9 FORTHCOMING APPLICATIONS

Items for consideration by the committee at future meetings will be circulated separately.

10 DATES OF FUTURE MEETINGS

The Committee will meet on the following dates:

- 3 Jun 2015 6.00 pm
- 1 Jul 2015 6.00 pm
- 5 Aug 2015 6.00 pm
- 2 Sep 2015 6.00 pm
- 7 Oct 2015 6.00 pm
- 4 Nov 2015 6.00 pm
- 2 Dec 2015 6.00 pm
- 6 Jan 2016 6.00 pm
- 3 Feb 2016 6.00 pm
- 2 Mar 2016 6.00 pm
- 6 Apr 2016 6.00 pm
- 11 May 2016 6.00 pm

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.

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.

4. Public requests to speak

Members of the public wishing to speak must notify the Chair or the Democratic Services Officer before the beginning of 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 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.

5. Written statements from the public

Members of the public and councillors can send the Democratic Services Officer written statements to circulate to committee members, and the planning officer prior to the meeting. Statements are accepted and circulated up to 24 hours 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.

6. 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 Democratic Services Officer of their intention at least 24 hours before the start of the meeting so that members can be notified.

7. 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](#)

8. 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.

9. 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; and
- (d) seek to re-design, or negotiate amendments to, an application. The Committee must determine applications as they stand and may impose appropriate conditions.