

Agenda

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Planning Review Committee

Date: **Wednesday 27 April 2016**

Time: **4.00 pm**

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

For any further information please contact:

**Catherine Phythian, Committee and Member Services
Officer**

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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.

Planning Review Committee

Membership

Chair	Councillor James Fry	North;
Vice-Chair	Councillor Jean Fooks	Summertown;
	Councillor Stephen Goddard	Wolvercote;
	Councillor Sam Hollick	Holywell;
	Councillor Pat Kennedy	Lye Valley;
	Councillor Mark Lygo	Churchill;
	Councillor Chewe Munkonge	Quarry and Risinghurst;
	Councillor Dee Sinclair	Quarry and Risinghurst;
	Councillor Ed Turner	Rose Hill and Iffley;

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
- Downloaded from our website
- Subscribed to electronically by registering online at mycouncil.oxford.gov.uk

AGENDA

Pages

1 **APOLOGIES FOR ABSENCE**

2 **DECLARATIONS OF INTEREST**

3 **FLOREY BUILDING, 23-24 ST CLEMENT'S STREET:15/03643/FUL**

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This application was approved at the West Area Planning Committee on 12 April 2016 and subsequently called in by Councillors Benjamin, Wade, Hollingsworth, Simmons, Brandt, Pressel, Wolff, Tarver, Thomas, Hollick, Wilkinson and Brown for the following reasons:

- to consider the wider impacts on both the heritage and the local economy because of the visitors the building attracts. There are also public concerns about the way the decision was conducted.
- this extension is inappropriate to a Grade II listed building.
- concerns about a lack of proper process - a local resident advises that comments by herself and others were sent as requested by The Queen's College to a retired member of OCC staff but do not appear to have been passed on to the College itself.
- impact on a listed building
- The Queens College objected to the development on the neighbouring car park on grounds that it would obscure views of the iconic Stirling building, but this proposed block-like structure would be considerably closer! It is a sensitive decision on a major development proposal that should consider the wider impacts, and it is important that officers test their recommendations thoroughly with elected members.

Application Number: 15/03643/FUL

Proposal: Refurbishment and extension of existing student accommodation building to provide 25 additional study bedrooms, conference and support facilities.

Site Address: Florey Building 23-24 St Clement's Street (site plan: appendix 1)

Committee Decision: The Committee resolved to grant planning permission for application 15/03643/FUL subject to the following conditions including those agreed at the meeting.

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 Implementation.
9. Arboricultural Method Statement Implementation.
10. Student Accommodation – Full Time Courses.
11. Student Accommodation - No cars.
12. Student Accommodation - Out of Term Use.
13. Management Plan – including Service Management and Traffic Management Strategy and for the York Place entrance a restriction on delivery hours
14. Archaeology – WSI.
15. Travel Plan.
16. Student Travel Information Packs.
17. Cycle and Refuse Areas Provided.
18. Construction Traffic Management Plan.
19. Noise Levels as stated in Noise Assessment Report.
20. Air conditioning plant.
21. Scheme of extraction / treating cooking odours from kitchen.
22. Sustainability Statement Implementation
23. Flood Risk Assessment Recommendation Implementation.
24. Drainage Strategy.
25. Biodiversity Measures / Enhancements.
26. Development of a Servicing Plan for all uses.
27. Contaminated Land Risk Assessment.
28. Scheme to provide noise insulation to reduce noise breakout.

4 MINUTES OF THE MEETING HELD ON 30 MARCH 2016

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The Committee is asked to approve the minutes of the last meeting as a true and correct record.

5 DATE OF FUTURE MEETINGS

The following dates are scheduled for meetings of this Committee (if required):

2016

6 May 2016
 22 June 2016
 13 July 2016
 10 August 2016
 14 September 2016
 12 October 2016
 9 November 2016
 20 December 2016

2017

18 January 2017
 15 February 2017
 15 March 2017
 12 April 2017
 24 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.