

**Remote meeting**  
**Minutes of a meeting of the**  
**West Area Planning Committee**  
**on Tuesday 8 December 2020**

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**Committee members present:**

Councillor Cook (Chair)	Councillor Gotch (Vice-Chair)
Councillor Hollingsworth	Councillor Howlett
Councillor Tarver	Councillor Upton
Councillor Harris (for Councillor Wade)	Councillor Tanner (for Councillor Corais)

**Officers present for all or part of the meeting:**

Adrian Arnold, Head of Planning Services  
Andrew Murdoch, Development Management Service Manager  
Robert Fowler, Planning Team Leader  
Sally Fleming, Planning Lawyer  
Catherine Phythian, Committee and Member Services Officer  
Gill Butter, Principal Heritage Officer  
Natalie Dobraszcyk, Development Manager Team Leader  
Mike Kemp, Senior Planning Officer  
Amy Ridding, Senior Conservation Officer  
Nadia Robinson, Principal Planning Officer

**Apologies:**

Councillor(s) Corais, Iley-Williamson and Wade sent apologies.

Substitutes are shown above.

**51. Declarations of interest**

Councillor Cook stated that as a Council appointed trustee for the Oxford Preservation Trust and as a member of the Oxford Civic Society, he had taken no part in those organisations' discussions or decision making regarding the applications before the Committee. He said that he was approaching all of the applications with an open mind, would listen to all the arguments and weigh up all the relevant facts before coming to a decision.

Councillor Gotch stated that as a member of the Oxford Preservation Trust and as a member of the Oxford Civic Society, he had taken no part in those organisations' discussions or decision making regarding the applications before the Committee. He

said that he was approaching all of the applications with an open mind, would listen to all the arguments and weigh up all the relevant facts before coming to a decision.

Councillor Upton stated that as a Council appointed trustee for the Oxford Preservation Trust and as a member of the Oxford Civic Society, she had taken no part in those organisations' discussions or decision making regarding the applications before the Committee. She said that she was approaching all of the applications with an open mind, would listen to all the arguments and weigh up all the relevant facts before coming to a decision.

## **52. 19/02601/FUL: Frewin Quad, New Inn Hall Street, Oxford, OX1 2DH**

The Committee considered an application (19/02601/FUL) for planning permission for the demolition of the existing music practice rooms, stone wall and garden store; refurbishment of Grade II\* Listed Building and associated works and landscaping; and the erection of building with basement, landscape and associated works, to provide additional bedspaces and social/study spaces for a C2 residential institution.

The Planning Officer and Senior Conservation Officer gave a combined presentation for the FUL and LBC applications which included the following verbal update:

- The first floor plan had been duplicated in the published presentation and incorrectly labelled second floor plan. This had been corrected in the presentation before the Committee as there were no works proposed to the second floor as part of the proposed scheme.

Philip Parker, Bursar of Brasenose spoke in favour of the application and Tim Lee (architect) and Luke Slattery (agents) were present to respond to questions from the Committee.

The Committee considered that the proposals before them were an excellent and sensitive approach for the development of the application site to the benefit of both the College and the City.

The Committee recorded its thanks to the officers for an excellent report setting out the details of a complex scheme.

In reaching its decision, the Committee considered all the information put before it.

After debate and on being proposed, seconded and put to the vote, the Committee agreed with the officer's recommendation to approve the application.

### **The West Area Planning Committee resolved to:**

1. **Approve** the application for the reasons given in the report and subject to the prior completion of an agreement made pursuant to section 106 of the Town and Country Planning Act 1990 and other enabling powers to secure the planning obligations which were referred to in the report and subject to the required planning conditions set out in section 12 of the report and grant planning permission.
2. **delegate authority** to the 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 Head of

Planning Services considers reasonably necessary;

- finalise the recommended legal agreement 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 Head of Planning Services considers reasonably necessary; and
- Complete the section 106 legal agreement referred to above and issue the planning permission.

### **53. 19/02602/LBC: Frewin Quad, New Inn Hall Street, Oxford, OX1 2DH**

The Committee considered an application (19/02602/LBC) for planning permission for internal and external works to Frewin Hall including investigations to inform refurbishment works, reconfiguration of floorplan, new entrance lobby extension. Demolition of boundary walls, music room, lean-to and shed. Dismantling and reconstruction of entrance archway on New Inn Hall Street and east boundary stone wall. (Amended description).

The officer presentation and Committee discussion of this application for listed building consent was taken as part of the previous item.

In reaching its decision, the Committee considered all the information put before it.

After debate and on being proposed, seconded and put to the vote, the Committee agreed with the officer's recommendation to approve the application.

#### **The West Area Planning Committee resolved to:**

1. **Approve** the application for the reasons given in the report and subject to the prior completion of an agreement made pursuant to section 106 of the Town and Country Planning Act 1990 and other enabling powers to secure the planning obligations which were referred to in the report and subject to the required listed building conditions set out in section 12 of the report and grant listed building consent.
2. **delegate authority** to the 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 Head of Planning Services considers reasonably necessary;
  - finalise the recommended legal agreement under section 106 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 (including to dovetail with and where appropriate, reinforce the final conditions and informatives to be attached to the listed building consent) as the Head of Planning Services considers reasonably necessary; and
  - complete the section 106 legal agreement referred to above and issue the listed building consent.

#### **54. 19/02723/FUL: 20 Blenheim Drive, Oxford, OX2 8DG**

The Chair took this item next.

The Committee considered an application (19/02723/FUL) for planning permission for the demolition of existing dwellinghouse. Erection of 2 x 5-bed dwellinghouses and 3 x 3-bed dwellinghouses (Use Class C3). Provision of car parking, shared access drive with infrared-controlled on-site traffic signals, bin and cycle stores. Associated landscaping. (Amended plans and description; additional information)

The Planning Officer presented the report and gave the following verbal updates:

- **Condition 16** requiring homes to have sprinkler systems should be amended to ensure the systems are retained and maintained.
- **Condition 15:** site management plan to be amended to ensure residents are aware of bin storage and car parking arrangements and adhere to these arrangements.
- A new condition specifying the number of car parking spaces and preventing additional cars from parking on site to be added.
- a report on the archaeological field evaluation was submitted, after the publication of the agenda. The report concluded that no significant archaeological features or artefacts were uncovered. Based on the results of the evaluation, planning officers would not request any further archaeological work and so the reference to archaeology within the officer recommendation should be removed.
- A further public comment on the application had been received regarding car parking on site, and recourse, accountability and procedures should permission be granted. The issues raised were covered in the report or would be addressed by changes to the conditions detailed above.
- Any future application to vary the condition on car parking would be considered on its merits but it should be noted that officers considered those conditions necessary to comply with local plan policies, in particular M3 in relation to car parking standards.

Elaine Whittington, local resident, spoke against the application.

Huw Mellor, agent spoke in favour of the application.

In response to questions and points of clarification raised by the Committee the Planning Officer advised that:

- The precise detail of the landscaping proposals would be covered by Condition 15 but it was intended that the landscaping would include physical constraints (for example raised beds) to prevent breaches of the parking rules.
- Permeable paving was proposed as part of SUDS and would be secured by condition

In reaching its decision, the Committee considered all the information put before it.

After debate and on being proposed, seconded and put to the vote, the Committee agreed with the officer's recommendation to approve the application, subject to the amendments to Condition 15 and Condition 16 and the inclusion of an additional condition specifying the number of car parking spaces and preventing additional cars from parking on site to be added.

**The West Area Planning Committee resolved to:**

1. **approve** the application for the reasons given in the report, subject to the required planning conditions set out in section 12 of the report, the amendments to Condition 15 and Condition 16 and the additional condition detailed above and grant planning permission; and
2. **delegate authority to the 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 Head of Planning Services considers reasonably necessary; and
  - issue the planning permission.

At the conclusion of this item the Committee noted that the Planning Officer would be leaving the Council and recorded its thanks for her work in support of the Committee.

**55. 20/00994/CT3: East Oxford Community Centre, Princes Street, Oxford, OX4 1DD**

The Chair took this item next.

The Committee considered an application (20/00994/CT3) for planning permission for the partial demolition, refurbishment and extension to the community centre and erection of 12 residential dwellings formed of 7 one-bedroom and 5 two-bedroom apartments, with associated access and landscaping. (Amended Plans)

The Planning Officer presented the report and made the following corrections to the published report for application 20/00994/CT3:

- HUMAN RIGHTS ACT 1998 – should read: “Officers have considered the implications of the Human Rights Act 1998 in reaching a recommendation to **approve** this application”.
- SECTION 17 OF THE CRIME AND DISORDER ACT 1998 - second sentence should read: “In reaching a recommendation to **grant** planning permission...”.

The Planning Officer recommended the removal of the parking permit informative and to replace it with the following condition:

*The development hereby permitted shall not be occupied until the Order governing parking at the application site has been varied by the Oxfordshire County Council as highway authority to exclude the site, subject to this permission, from eligibility for resident's parking permits and residents' visitors' parking permits unless otherwise agreed in writing by the Local Planning Authority.*

**Reason:** *To ensure that the development does not generate a level of vehicular parking which would be prejudicial to highway safety, or cause parking stress in the immediate locality, in accordance with policy M3 of the Oxford Local Plan.*

The Planning Officer also advised that the recommendation to approve the application in the report be made subject to the prior completion of a planning obligation with the County Council to secure the amendment of the Traffic Regulation Order governing parking permits.

The Planning Officer reported that the Lead Local Flood Authority had not yet formally removed their objection but that they had agreed with the principle of the sustainable urban drainage within the submitted Drainage Strategy.

The Planning Officer clarified that officers had considered the impact of the development on the Brewdog public house non-designated heritage asset whose architectural significance is partially derived from the siting of the building on the corner of Cowley Road and Princes Street. Officers concluded that due to the siting of the proposed extension and residential building, and minor changes to the existing East Oxford Community Centre building, there would be no harm to this heritage asset.

Hagan Lewisman (OCC officer), representing the applicant, spoke in favour of the application.

The Committee asked questions of the officers and public speakers about the details of the application and noted the following points:

- there was no residential access to the flat roof formed by the set back of the upper floor of the residential block as it was not an amenity space
- the gardens at the rear would be for use of all occupants not just those with direct access; this was intended to be a community space to be managed by the residents; the rear gardens and other communal amenity spaces would be subject to Condition 17: Landscape Management Plan
- the blank façade at the rear elevation did face onto some residential properties but at an angle and at sufficient distance; the choice of sympathetic materials would be secured by condition
- the accommodation for existing tenants on the first floor would be refurbished
- all of the units were accessible dwellings

In reaching its decision, the Committee considered all the information put before it.

After debate and on being proposed, seconded and put to the vote, the Committee agreed with the officer's recommendation to approve the application, subject to the removal of the parking permit informative, the addition of a new condition on parking and the requirement for a planning obligation with the County Council to secure the amendment of the traffic regulation order.

**The West Area Planning Committee resolved to:**

1. **approve the application** for the reasons given in the report subject to the completion of a planning obligation with the County Council to secure the amendment of the traffic regulation order governing the site to exclude the site from eligibility for residents' and visitors' parking permits and the required planning conditions set out in section 12 of the report together with an additional

condition on parking and the deletion of the informative on parking and subject also to:

- the completion of a 21 day consultation period (closing on 10 December 2020) required due to the submission of amended plans; and
- confirmation from the Lead Local Flood Authority that they remove their objection following the review of amended documents.

2. **delegate authority** to the Head of Planning Services to:

- consider and deal with any further representations received during the remainder of the consultation period including deciding whether it is necessary to refer the application back to the committee prior to issuing the permission and to add any conditions required in connection with those representations;
- finalise the recommended conditions as set out in the report including such refinements, amendments, additions and/or deletions as the Head of Planning Services considers reasonably necessary; and
- issue the planning permission following the satisfactory completion of a planning obligation with the County Council as referred to above.

## **56. 19/02306/FUL: Castle Hill House, 9 New Road, Oxford, OX1 1LT**

The Committee considered an application (19/02306/FUL) for planning permission for the redevelopment of the former Conservative Club building at Castle Hill House comprising demolition of existing building and erection of a new building providing 54 student study rooms, along with internal and external amenity space, landscaping improvements including the reconfiguration of the Fellows' Car Park. (Amended plans)

The Planning Officer and Principal Heritage Officer gave a combined presentation for the FUL and LBC applications which included the following verbal updates:

- The County Council had given an interim holding approval of the submitted Outline Design Surface Water Management Strategy subject to additional drainage calculations being provided (the outline design is acceptable). Accordingly planning officers recommend that approval should be subject to two additional planning conditions:
  - A surface water management strategy
  - A SUD's design plan
- A correction to the 19/02307/LBC report – page 138 of the agenda (8.1) 8<sup>th</sup> line up from the bottom of the page to read “less than substantial” not as printed “substantial”

Debbie Dance, Oxford Preservation Trust, spoke against the application.

Judith Buchanan, Master of St Peters College, Richard Rose-Casemore (architect) and Simon Sharp (agent) spoke in favour of the application.

The Committee discussion included, but was not limited to, the following points:

- the glazed viewing window on Bulwarks Lane had been chosen in preference to other design options (e.g. railings) for security reasons
- the retention of the wall on the New Road frontage was significant as it was part of the Canal Wharf and the setting of Canal House; the walls on both sides of the street were important elements in the current street scene; this was acceptable in design terms as the street scene would benefit from animation at the upper levels from the sympathetic window treatment
- The new access on Bulwark Lane would mean that both sites under use by St Peters College would be interlinked
- There would be no loss of a community facility as the former Conservative Club had not been used since 2017 and other facilities existed in the immediate area serving a similar purpose

In response to concerns raised about the height of the building on New Road the Principal Heritage Officer explained that this was intended to be a bold design statement in keeping with the wider environment and referred the Committee to the details set out in paragraph 7.4 of the LBC report.

The Committee was mindful of the comments expressed about the impact on the view from Castle Mound but was satisfied that this was acceptable as overall the existing view was of an urban city scape.

The Committee concluded that overall the proposals before them were a significant improvement on the existing street scene, provided environmental benefits, made good use of the site and responded to the housing through the provision of student accommodation.

After debate and on being proposed, seconded and put to the vote, the Committee agreed with the officer's recommendation to approve the application, with the addition of two further planning conditions for a surface water management strategy and a SUD's design plan.

### **The West Area Planning Committee resolved to:**

1. **Delegate authority** to the Head of Planning Services to approve the application for the reasons given in the report. Approval would be subject to the required planning conditions set out in section 12 of the report and the additional two planning conditions relating to drainage and subject to the approval of a final drainage strategy from the Local Lead Flood Authority.
2. **Delegate authority** to the Head of Planning Services to:
  - finalise the recommended conditions as set out in the report and as agreed by the Committee including such refinements, amendments, additions and/or deletions as the Head of Planning Services considers reasonably necessary.
  - agree the provision of a final drainage strategy in consultation with relevant consultees.



## 57. 19/02307/LBC : Castle Hill House, 9 New Road, Oxford, OX1 1LT

The Committee considered an application (19/02307/LBC) for planning permission for alterations to east wall of Canal House including demolition of adjoining building and construction of new building abutting up to east wall of Canal House. (Amended plans)

The officer presentation and Committee discussion of this application for listed building consent was taken as part of the previous item.

In reaching its decision, the Committee considered all the information put before it.

After debate and on being proposed, seconded and put to the vote, the Committee agreed with the officer's recommendation to approve the application.

### The West Area Planning Committee resolved to:

1. **Approve** the application for the reasons given in the report and subject to the required listed building conditions set out in section 12 of the report and grant listed building consent; and
2. **delegate authority** to the 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 Head of Planning Services considers reasonably necessary.

## 58. 20/01298/CT3: East Oxford Games Hall, 5 Collins Street, Oxford, OX4 1XS

The Committee considered an application (20/01298/CT3) for planning permission for the demolition of games hall and erection of 14 residential dwellings formed of 8 one-bedroom and 6 two-bedroom apartments, with associated access and landscaping. (Amended plans)

The Planning Officer presented the report and made the following corrections to the published report for application 20/01298/CT3:

- HUMAN RIGHTS ACT 1998 – should read: “Officers have considered the implications of the Human Rights Act 1998 in reaching a recommendation to **approve** this application”.
- SECTION 17 OF THE CRIME AND DISORDER ACT 1998 - second sentence should read: “In reaching a recommendation to **grant** planning permission...”

The Planning Officer recommended the removal of the parking permit informative and to replace it with the following condition:

*The development hereby permitted shall not be occupied until the Order governing parking at the application site has been varied by the Oxfordshire County Council as highway authority to exclude the site, subject to this permission, from eligibility for resident's parking permits and residents' visitors' parking permits unless otherwise agreed in writing by the Local Planning Authority.*

**Reason:** *To ensure that the development does not generate a level of vehicular parking which would be prejudicial to highway safety, or cause parking stress in the immediate locality, in accordance with policy M3 of the Oxford Local Plan.*

The Planning Officer also advised that the recommendation to approve the application in the report be made subject to the prior completion of a planning obligation with the County Council to secure the amendment of the Traffic Regulation Order governing parking permits.

The Planning Officer informed the Committee that one additional comment had been received objecting to the application due to its impact on parking; the issues raised were addressed in the officer report.

Hagan Lewisman (OCC officer), representing the applicant, spoke in favour of the application.

In response to questions from the Committee the Planning Officer confirmed that the exact details of the bike storage on the second floor would be determined by Condition 17; and that, as detailed in paragraph 10.87 of the report, the development would deliver an improvement on Building Regulations L2A 2013 of 71.2%, which was in excess of the Local Plan requirement.

In reaching its decision, the Committee considered all the information put before it.

After debate and on being proposed, seconded and put to the vote, the Committee agreed with the officer's recommendation to approve the application, subject to the removal of the parking permit informative, the addition of a new condition on parking and the requirement for a planning obligation with the County Council to secure the amendment of the traffic regulation order..

**The West Area Planning Committee resolved to:**

1. **approve the application** for the reasons given in the report subject to the completion of a planning obligation with the County Council to secure the amendment of the traffic regulation order governing the site to exclude the site from eligibility for residents' and visitors' parking permits and the required planning conditions set out in section 12 of the report together with an additional condition on parking and the deletion of the informative on parking and subject also to:
  - completion of a 21 day consultation period (closing on 10 December 2020) required due to the submission of amended plans.
  
2. **delegate authority** to the Head of Planning Services to:
  - consider and deal with any further representations received during the remainder of the consultation period including deciding whether it is necessary to refer the application back to the committee prior to issuing the permission and to add any conditions required in connection with those representations;
  - finalise the recommended conditions as set out in the report including such refinements, amendments, additions and/or deletions as the Head of Planning Services considers reasonably necessary; and
  - issue the planning permission following the satisfactory completion of a planning obligation with the County Council as referred to above.

## **59. Minutes**

The Committee resolved to approve the minutes of the meeting held on 10 November 2020 as a true and accurate record.

## **60. Forthcoming applications**

The Committee noted the list of forthcoming applications.

## **61. Dates of future meetings**

The Committee noted the dates of future meetings.

**The meeting started at 3.00 pm and ended at 6.00 pm**

Chair .....

**Date: Tuesday 19 January 2021**

*When decisions take effect:*

*Cabinet: after the call-in and review period has expired*

*Planning Committees: after the call-in and review period has expired and the formal decision notice is issued*

*All other committees: immediately.*

*Details are in the Council's Constitution.*