

Agenda

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East Area Planning Committee

This meeting will be held on:

Date: **Wednesday 7 April 2021**

Time: **3.00 pm**

Place: **Zoom - Remote meeting**

For further information please contact:

Jennifer Thompson, Committee and Member Services Officer, Committee Services Officer

☎ 01865 252275

✉ democraticservices@oxford.gov.uk

Members of the public can attend to observe this meeting and.

- may register in advance to speak to the committee in accordance with the [committee's rules](#)
- may record all or part of the meeting in accordance with the Council's [protocol](#)

Information about speaking and recording is set out in the agenda and on the [website](#)

Please contact the Committee Services Officer to register to speak; to discuss recording the meeting; or with any other queries.

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All public papers are available from the calendar link to this meeting once published

Committee Membership

Councillors: Membership 9: Quorum 5: substitutes are permitted.

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

Apologies and notification of substitutes received before the publication are shown under *Apologies for absence* in the agenda. Those sent after publication will be reported at the meeting. Substitutes for the Chair and Vice-chair do not take on these roles.

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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.

Public access and speaking

This meeting will be held remotely on Zoom and can be watched on [YouTube](#). For details about public access and speaking at the meeting, please see the information towards the end of the agenda frontsheet.

1 Apologies for absence and substitutions

2 Declarations of interest

3 20/00688/LBC: Holy Family Church, 1 Cuddesdon Way, Oxford, OX4 6JH

15 - 64

Proposal: Redevelopment of existing Church to provide new Church building, community facilities and 21 residential units (10 x 1 bed and 10 x 2 bed flats, and 1 x 4 bed house). (Revised Plans). (Additional information).

Site address: Holy Family Church , 1 Cuddesdon Way, Oxford, OX4 6JH

The East Area Planning Committee is recommended to:

1. **approve the application** subject to the concurrence of the Secretary of State, and subject to the satisfactory receipt of comments from the Local Lead Flood Authority, the satisfactory receipt of a further Health Impact Assessment 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

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to secure the planning obligations which are referred to in the report and subject also to the required planning conditions set out in section 12 of the report and **delegate authority** to the Head of Planning Services to:

- refer the application to the Secretary of State and, subject to him not directing refusal of the application :-
 - 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
 - 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 or,
2. **delegate authority** to the Head of Planning Services to refuse planning permission should the Secretary of State recommend that the application be refused for such reasons as the Head of Planning Services considers reasonably necessary.

4 18/03405/FUL: Holy Family Church , 1 Cuddesdon Way, Oxford, OX4 6JH

65 - 112

Proposal: Redevelopment of existing Church to provide new Church building, community facilities and 21 residential units (10 x 1 bed and 10 x 2 bed flats, and 1 x 4 bed house). (Revised Plans). (Additional information).

Site address: Holy Family Church, 1 Cuddesdon Way, Oxford, OX4 6JH

The East Area Planning Committee is recommended to:

1. **approve the application** subject to the concurrence of the Secretary of State, and subject to the satisfactory receipt of comments from the Local Lead Flood Authority, the satisfactory receipt of a further Health Impact Assessment 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 are referred to in

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the report and subject also to the required planning conditions set out in section 12 of the report and **delegate authority** to the Head of Planning Services to:

- refer the application to the Secretary of State and, subject to him not directing refusal of the application :-
 - 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
 - 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 or,
2. **delegate authority** to the Head of Planning Services to refuse planning permission should the Secretary of State recommend that the application be refused for such reasons as the Head of Planning Services considers reasonably necessary.
 3. **delegate authority** to the Head of Planning Services to decide whether to refer the application back to Committee should the Local Lead Flooding Authority not remove their objection and/or if the satisfactory receipt of a revised Health Impact Assessment hasn't been received.

5 21/00216/FUL: 5-7 , Jack Straw's Lane, Oxford, OX3 0DL

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Proposal: Proposed demolition of existing light industrial buildings; zero-emission housing comprising the erection of 4 pairs of semi-detached dwellings, providing 4no 3-bed and 4no 4-bed dwellings along with private gardens. Upgrade to existing vehicular access onto Jack Straw's Lane.

Site address: 5-7 Jack Straw's Lane, Oxford, OX3 0DL

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The East Area Planning Committee is recommended to:

Refuse planning permission for the reasons given in the report and **delegate authority** to the Head of Planning Services to finalise the recommended reasons for refusing the application as set out in the report including such refinements, amendments, additions and/or deletions as the Head of Planning Services considers reasonably necessary.

The refusal reasons are as follows:

1. The development would include the provision of on-site parking for residential uses in a location whereby only car free development would be considered permissible in line with the Council's parking standards outlined in Appendix 7.3 of the Oxford Local Plan 2016-2036 and therefore fails to prioritise sustainable modes of travel contrary to Policies M1 and M3 of the Oxford Local Plan 2016-2036 and the provisions of the NPPF, in particular Paragraph 110.
2. The proposed layout and development form fails to make an optimum and efficient use of a site, which offers capacity to provide higher density development comprising a greater number of dwellings thereby ensuring the delivery of on-site affordable housing. The development would be contrary to Policies RE2 and H2 of the Oxford Local Plan 2016-2036 and Paragraphs 117, 122 and 123 of the NPPF.

6 20/02672/FUL : SAE Institute Oxford, Littlemore Park, Armstrong Road, Oxford, OX4 4FY

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Proposal: Erection of two 2-storey buildings to provide 3,500 sqm (GIA) of flexible commercial floorspace (Use Class E) with associated car and cycle parking; hard and soft landscaping and public realm works; ancillary structures including refuse stores, substation building and vehicular access via existing entrance from Armstrong Road.

Site address: SAE Institute Oxford, Littlemore Park, Armstrong Road, Oxford

The 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; subject to:
 - The satisfactory completion of a legal agreement under section 106 of the Town and Country Planning Act 1990 and other enabling powers to secure the planning obligations set out in the

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recommended heads of terms which are set out in the report;
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;
- 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.

7 20/03072/FUL: 16 Lytton Road Oxford OX4 3PB

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Proposal: Erection of a part single part two storey rear extension.
Alteration to one door to front elevation. (Amended Details)

Site address: 16 Lytton Road Oxford OX4 3PB

The 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.
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.

8 Minutes

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Recommendation: to approve the minutes of the meeting held on 3 March 2021 as a true and accurate record.

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9 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.

20/00934/FUL: Land To The Rear Of The George Inn, 5 Sandford Road, Littlemore, Oxford, OX4 4PU	Committee level decision
20/01535/FUL: McDonalds, 298 London Road, Headington OX3 8DJ	Called in
20/02450/FUL & 20/02455/LBC: Meadow Larkins, Larkins Lane, Oxford, OX3 9DW	Committee level decision
20/03034/FUL: Hill View Farm, Mill Lane, Marston, Oxford OX3 0QG	Committee level decision
20/03218/FUL: 244 Barns Road, Oxford, OX4 3RW	Committee level decision
20/03272/FUL: 142 London Road, Oxford, OX3 9ED	Called in
21/00203/FUL: 40 And 42 Dene Road, Oxford, OX3 7EE	Committee level decision
21/00300/FUL: 17, 17A, 17B And 19 Between Towns Road, Oxford, OX4 3LX	Called in
21/00317/FUL: WIC House, Transport Way, Oxford, OX4 6LT	Committee level decision
21/00380/FUL: 47 White Road Oxford OX4 2JJ	Called in
21/00502/FUL: Rear Of 10 - 28 Marshall Road, Oxford, OX4 2NR	Committee level decision/ Called in

10 Dates of future meetings

Council on 17 February agreed that after Annual Council the two area planning committees will be replaced by a single Oxford City Planning Committee.

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This will meet on

2021

Wednesday 26 May

Tuesday 15 June

Tuesday 13 July

Tuesday 10 August

Tuesday 7 September

Tuesday 12 October

Tuesday 9 November

Tuesday 7 December

2022

Tuesday 25 January

Tuesday 15 February

Tuesday 8 March

Tuesday 12 April

Meetings will start at 3.00pm while the committee is meeting remotely.

Information for those attending regulatory committees - Remote meetings guidelines

Regulations passed in April 2020 enable the Council to hold meetings without some or all Members being physically present together in a room. To ensure the smooth running of remote meetings the Council has agreed a Protocol for Remote Meetings and everyone is asked to follow these guidelines which are based on that Protocol.

Attendance at remote meetings

Members (councillors) are “in attendance” provided that they can hear and be heard by the other participants. Any loss of visual connection does not give rise to non-attendance but a loss of audio connection does.

Should you lose connection to the meeting try to reconnect immediately. If you cannot immediately re-join the meeting by video link, please dial in to the meeting using the telephone number provided in the joining instructions.

If a Councillor loses connectivity to this meeting they will be prohibited from participating in the debate and voting on that agenda item unless the discussion is paused for the period of their non-attendance.

If other participants lose connection, this does not affect the debate or vote.

Remote meetings etiquette

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Oxford City Council, Town Hall, St Aldate's Oxford OX1 1BX

All participants are asked to:

- Stay visible on camera while your video feed is on. Turn the camera off if you stand up or leave your seat.
- Keep your microphone muted unless speaking. Un-mute / mute your own microphone before and after speaking.
- Use the “raise hand” icon to indicate a wish to speak. This is located in the “Participants” tab. Please be patient, the Chair will call you to speak and has absolute discretion to determine the order in which participants speak. Please lower your virtual hand after speaking.
- Not speak over other participants.
- Keep contributions relevant and concise.
- Councillors and officers must use the Chat function only to assist with the smooth administration of the meeting, e.g. to alert officers to a loss of audio connectivity.

Voting at remote meetings

When determining an application the voting will be by a roll call.

When called by the Clerk, Councillors are asked to state how they are voting on the proposal (e.g. “for”, “against” or “abstain”). Any Member who has not been in attendance to hear the full presentation and debate on an agenda item will be required to abstain from voting on that matter.

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Information for those attending

Recording and reporting on meetings held in public

Members of public and press can record, or report in other ways, the parts of the meeting open to the public. You are not required to indicate in advance but it helps if you notify the Committee Services Officer prior to the meeting so that they can inform the Chair and direct you to the best place to record.

The Council asks those recording the meeting:

- To follow the protocol which can be found on the Council's [website](#)
- Not to disturb or disrupt 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, even inadvertently, unless they are addressing the meeting.

Please be aware that you may be recorded during your speech and any follow-up. If you are attending please be aware that recording may take place and that you may be inadvertently included in these.

The Chair of the meeting has absolute discretion to suspend or terminate any activities that in his or her opinion are disruptive.

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". 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.

Procedure 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 interests is available from the Monitoring Officer.

The following minimum standards of practice will be followed:

1. All members of the Committee will have pre-read the officers' report. Committee 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 guidance at 24.15 (Planning Code of Practice) in the Council's Constitution).
2. At the meeting the Chair may draw attention to this procedure. The Chair may 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. In determining an application Committee 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 overturning the officer's recommendation have been formulated including the reasons for refusal or the wording of any planning conditions; 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.

Public requests to speak

Members of the public wishing to speak must notify the Committee 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 via e-mail or telephone, to the Committee Services Officer (details are on the front of the Committee agenda).

Written statements from the public

Any written statement that members of the public or 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 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

Applicants or members of the public can exhibit models or displays at the meeting as long as they notify the Committee Services Officer of their intention by noon two working days before the start of the meeting so that members can be notified.

Recording meetings

This is covered in the general information above.

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.

This procedure is detailed in the Annex to part 24 of the Council's Constitution as agreed at Council in January 2020.