

Democratic Services

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9 September 2014

SUMMONS TO ATTEND

MEETING: DEVELOPMENT CONTROL COMMITTEE
PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, WOODGREEN,
WITNEY
DATE: THURSDAY 18 SEPTEMBER 2014
TIME: 4.00 PM

Members of the Committee

Councillors: J Haine (Chairman); W D Robinson (Vice-Chairman); M A Barrett;
A C Beaney; R J M Bishop; M R Booty; N G Colston; J C Cooper; D A Cotterill;
C Cottrell-Dormer; Mrs M J Crossland; D S T Enright; Mrs E H N Fenton; S J Good;
P J Handley; H J Howard; P D Kelland; R A Langridge; T J Morris; B J Norton;
T N Owen; Dr E M E Poskitt; G Saul and T B Simcox

RECORDING OF MEETINGS

The law allows the council's public meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Officer know before the start of the meeting.

A G E N D A

- 1. Minutes of the meeting held on 21 March 2011 (previously circulated) and 4 June 2014 (copy attached).**
- 2. Apologies for Absence and Temporary Appointments**
- 3. Declarations of Interest**

To receive any declarations of interest from Councillors relating to items to be considered at the meeting, in accordance with the provisions of the Council's Local Code of Conduct, and any from Officers.

- 4. Participation of the Public**

Purpose:

To receive any submissions from members of the public, in accordance with the Council's rule of procedure.

5. Planning and Strategic Housing Scheme of Delegation (Report of the Head of Planning and Strategic Housing – copy attached)

Purpose:

To review the existing scheme of delegation as it applies to the Development Management, Enforcement, Conservation and Landscape elements of the Service in light of legislative changes and the experience since it was last reviewed in April 2008.

Recommendations:

- (a) That the scheme of delegation attached as an Appendix to the report be introduced for a trial period of one year;
- (b) That Members give consideration as to whether to further extend the scheme as per the option set out in paragraph 4.2 of the report; and
- (c) That the Council be requested to incorporate the revised delegations into the Officer Delegation Rules included in Part 4 of the Constitution.

6. Introduction of New Planning and Building Control System (Report of the Head of Planning and Strategic Housing – copy attached)

Purpose:

To brief members about the introduction of a new computer system for planning and building control, and to gain guidance from members on the best ways to engage parishes and the public through the planning application process.

Recommendations:

- (a) That the current system of neighbour notification be replaced by a new approach which combines the use of site notices in all cases, with the notification of those individual neighbouring properties particularly affected by a proposal;
- (b) That the Council promote the capabilities of 'My West Oxfordshire' and public access to allow groups or individuals to register for email alerts on planning applications;
- (c) That the Council replace the current hard copy notification of planning applications to Parish Councils with a new system based upon email alerts, with the implementation phased over a six month period and with a programme of support for Parish Councils;
- (d) That a fund of £5,000 be established from savings in printing and distribution to offer grant funding towards IT equipment and service upgrades for Parish Councils required as a consequence of the introduction of email notification on planning applications, with authority delegated to the Head of Planning and Strategic Housing to implement and administer the scheme;
- (e) That a session be organised to brief all members on the improvements in the computer system and how to access planning information;
- (f) That the implementation of the new notification and engagement arrangements commence in October, and that a report on the effectiveness of the arrangements be reported to the Development Control Committee at a suitable date after six months of operation; and
- (g) That Cabinet be recommended to amend the Council's Statement of Community Involvement to reflect the Committee's decisions on neighbour notification and parish engagement.

7. Public Speaking Arrangements at the Forthcoming Development Control Meeting where East and West Carterton Applications will be Determined (Report of the Head of Planning and Strategic Housing – copy attached)

Purpose:

To give Members the opportunity to:

- (i) review the public speaking arrangements for the forthcoming meeting where the East and West Carterton applications will be determined; and
- (ii) consider whether modifications to the adopted scheme of public speaking should be made in respect of all such major proposals or on a case by case basis.

Recommendations:

- (a) That the time for public speaking in each of the allowed speaking categories be extended from three to five minutes in each case with up to five speakers per slot; and
- (b) That given the spatial location of Carterton between the two sites but where the developments would be largely undertaken in adjoining parishes, a representative of Carterton Town Council and ward members for Carterton who are not members of the Committee shall be able to apply to speak to either or both of the applications.

David Neudegg
Chief Executive

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