

# Planning Committee

Wednesday 29 October 2008 7.30pm

**Council Chamber**  
**Runnymede Civic Centre, Addlestone**

## Members of the Committee

Councillors G B Woodger (Chairman), D W Parr (Vice Chairman), Mrs F M Angell, J R Ashmore, Mrs F J Barden, J M Edwards, J R Furey, Mrs E Gill, C Knight, M T Kusneraitis, Mrs Y P Lay, H W V Meares, Mrs M Roberts, N Stewart and P B Tuley.

## AGENDA

### Notes:

- 1) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- 2) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mr B A Fleckney, Administration and Leisure Department, Committee Section, Runnymede Civic Centre, Station Road, Addlestone (Tel: Direct Line: 01932 425620). (Email: [bernard.fleckney@runnymede.gov.uk](mailto:bernard.fleckney@runnymede.gov.uk)).**
- 3) Agendas and Minutes are available on a subscription basis. For details, please ring Mr B A Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on [www.runnymede.gov.uk](http://www.runnymede.gov.uk).
- 4) Public speaking on planning applications only is allowed at the Planning Committee. For details please contact the Administrative Section of the Technical Services Department. **(Tel Direct Line: 01932 425174)**
- 5) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

## **LIST OF MATTERS FOR CONSIDERATION**

### **PART I**

#### **Matters in respect of which reports have been made available for public inspection**

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### **PART II**

#### **Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection**

- a) Exempt Information  
(No reports to be considered under this heading)
- b) Confidential Information  
(No reports to be considered under this heading)

## GLOSSARY OF TERMS AND ABBREVIATIONS

TERM	EXPLANATION
BCN	Breach of Condition Notice. Formal enforcement action to secure compliance with a valid condition
Brownfield land	'Previously Developed Land'. Land which is or was occupied by a permanent (non-agricultural) structure, including the curtilage of the development (therefore includes gardens)
BVPI's	Best Value Performance Indicators. Specified by central government to measure performance on a wide range of Council services
CHA	County Highways Authority. Responsible for offering advice on highways issues relating to planning applications as well as highways maintenance and improvement
CIR	Government Circular – document setting out policy which has legal connotations
CLEUD	Certificate of Lawful Existing Use or Development. Formal procedure to ascertain whether a development which does not have planning permission is immune from enforcement action
CLOPUD	Certificate of Lawful Proposed Use or Development. Formal procedure to ascertain whether a development requires planning permission
Conservation Area	An area of special architectural or historic interest designated due to factors such as the layout of buildings, boundaries, characteristic materials, vistas and open spaces
CPA	Comprehensive Performance Assessment. An external process to assess the quality of individual Council's Performance (set out in the Local Government White Paper 2001). It brings together evidence from a range of internal and external sources, in addition to an on site inspection, in order to arrive at an overall category
DC	Development Control – the area of planning service that processes planning applications, planning appeals and enforcement work
Design Statement	A design statement is submitted with a planning application and sets out the design principles that the applicant has adopted to make the proposal fit into its wider context
Development Plan	The combined policy documents of the Structure Plan, Local Plan, Minerals and Waste Plans. Will shortly be replaced by the South East Plan, the Local Development Framework and the Minerals and Waste Frameworks
DTS	Director of Technical Services
EA	Environment Agency. Lead government agency advising on flooding and pollution control
EIA	Environmental Impact Assessment – formal environmental assessment of specific categories of development proposals
ES	Environmental Assessment under the Environmental Impact Assessment Regulations
FRA	Flood Risk Assessment
GPDO	General Permitted Development Order. Document which sets out categories of permitted development (see 'PD')
GOSE	The Government Office for the South East. This is the local office of the Deputy Prime Minister for the South East region of England
HGV	Heavy Goods Vehicle
LBC	Listed Building Consent
LDD	Local Development Documents – component parts of the LDF
LDF	Local Development Framework. The policy document that will guide development in the Borough up to 2026
LDS	Local Development Scheme - sets out the programme and timetable for preparing LDDs

<b>TERM</b>	<b>EXPLANATION</b>
Listed building	An individual building or group of buildings which require a level of protection due to its architectural interest, historical interest, historical associations or group value
LNR	Local Nature Reserve
Local Plan	The current planning policy document that will be replaced by the LDF
LPA	Local Planning Authority
LSP	Local Strategic Partnership – Leads on the Community Strategy
Material Considerations	Matters which are relevant in determining planning applications
Net Density	As defined in PPG3: Housing. The density of a housing development excluding major distributor roads, primary schools, open spaces serving a wider area and significant landscape buffer strips
PCN	Planning Contravention Notice. Formal notice which requires information to be provided in connection with an enforcement investigation. It does not in itself constitute enforcement action
PD	Permitted development – works which can be undertaken without the need to submit a planning application
PDG	Planning Delivery Grant. An annual grant from central government which reflects the previous year's performance in delivering planning services
P & I	Policy and Implementation – the area of planning service that produces the Local Development Framework, monitors development and supports the Runnymede Business Partnership and Travel Initiative
PINS	Planning Inspectorate
POS	Public Open Space
PPG	Planning Policy Guidance. This is guidance issued by the Secretary of State detailing National Planning Policy within existing legislation
PPS	Planning Policy Statements. The replacement title for PPG
Ramsar Site	A wetland of international importance
RIPA	Regulation of Investigatory Powers Act. Provides limitation on covert surveillance relating to enforcement investigation
SAC	Special Area of Conservation – an SSSI additionally designated as a Special Area of Conservation under the European Community's Habitats Directive 1992 in order to maintain or restore priority natural habitats and wild species
SCI	Statement of Community Involvement. The document and policies that indicate how the community will be engaged in the preparation of the LDF
SEA/SA	Strategic Environmental Assessment/Sustainability Appraisal – formal appraisal of the Local development Framework
SEEDA	South East England Development Agency
SEERA	South East England Regional Assembly – based in Guildford. Responsible for producing South East Plan
Sec. 106	A legal agreement for the provision of facilities and/or infrastructure either directly by a developer or through a financial contribution, to meet the needs arising out of a development. Can also prevent certain matters
SNCI	Site of Nature Conservation Importance. A non-statutory designated area of county or regional wildlife value
South East Plan	Regional Planning Document produced in draft form by SEERA. Will provide regional planning guidance and housing targets for individual Councils for the period up to 2026
SPA	Special Protection Area. An SSSI additionally designated a Special Protection Area under the European Community's Directive on the Conservation of Wild Birds 1979
SPD	Supplementary Planning Document – provides additional advice on policies in Local Development Framework (replaces SPG)
SSSI	Site of Special Scientific Interest
Structure Plan	Strategic guidance for the whole county produced by Surrey County Council. Will eventually be replaced by the South East Plan

TERM	EXPLANATION
SUDS	Sustainable Urban Drainage Systems. Providing urban drainage systems in a more environmentally sensitive way by systems designed to reduce the quantity of run-off, slow its velocity or provide for filtering, sedimentation and biological degradation of the water
Sustainable Development	Sustainable development is the core principle underpinning planning. It is defined as "development that meets the needs of the present without compromising the ability of future generations to meet their own needs"
TA	Transport Assessment – assessment of the traffic and transportation implications of a development proposal
TPO	Tree Preservation Order – where a tree or trees are formally protected and prior consent is needed for pruning or felling
TRICS	Computerised database and trip rate analysis used to estimate traffic flows to and from a variety of land uses, to assess transportation implications of new development in southern England
Use Classes Order	Document which lists classes of use and permits certain changes between uses without the need for planning permission

1. FIRE PRECAUTIONS

The Chairman will read the Fire Precautions which set out the procedures to be followed in the event of fire or other emergency.

2. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

3. MINUTES

To confirm and sign the Minutes of the meeting of the Committee held on 24 September 2008 (Appendix 'A') as a correct record.

4. APOLOGIES FOR ABSENCE

5. DECLARATIONS OF INTEREST

If Members have an interest in an item please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is personal and prejudicial.

6. PLANNING APPLICATIONS

A list of planning applications to be determined by the Committee is attached.

If Members have particular queries or interests in certain applications, the application files will be available for inspection and Officers present from 7.00 p.m. prior to the meeting in the ante room of the Council Chamber. This will be an informal opportunity for Members to see further details of applications and representations and to discuss and clarify issues. Copies of all letters of representation will also be placed on the table in the Chamber prior to the meeting and will be available for inspection by Members.

**OFFICERS' RECOMMENDATION that -**

**the said applications be determined as indicated and any permission granted be subject to the conditions authorised.**

**(TO RESOLVE)**

Background Papers

A list of background papers is available from the Technical Services Department.

7. PLANNING PERFORMANCE CHECKLIST - OVERVIEW (DTS)

1. Purpose of Report

1.1 **The purpose of this report is to advise the Committee of Planning Performance for the year ending March 2008.**

2. Background Information

2.1 The Planning Performance Checklist of local authorities' handling of planning applications assembled by the Department of Communities and Local Government shows how local planning authorities were reaching decisions on planning applications in the year ending June 2008. The Checklist shows performance against the three handling targets set from 1 April 2002 with the emphasis on the need for timely handling of major applications.

3. Report

3.1 In the year ending June 2008, local planning authorities determined on average 78% of major planning applications within 13 weeks, 86% of minor planning applications and 81% of other planning applications within 8 weeks. Nationally, these reflect a 6% decline for processing major and minor applications and an 11% decrease for determining other applications from the previous year ending Planning Performance Checklist as published in June 2007.

3.2 The Government definition of applications is as follows:

**Major Applications:** 100 or more dwellings, or the site area for residential development is 0.5 hectares or more  
1000 sq m or more, or the site is 1 hectare or more

**Minor Applications:** less than 10 dwellings, or the site area for residential development is less than 0.5 hectares  
less than 1000 sq m, or the site is less than 1 hectare

**Other Applications:** Changes of use, householder development (development within the curtilage of a residential property), adverts, listed building consents, conservation area consents, lawful development certificates, agricultural notifications, telecommunications etc.

3.3 Fifty-two planning authorities are classified as "improving" performers and 14 planning authorities are classified as "declining" performers. Runnymede is regarded as an "improving authority". Furthermore, in March 2008 the Audit Commission stated that Runnymede's Development Control Section was the most improved section, in the whole country, over the past three years (1st out of 381 authorities).

3.4 In Table 1, authorities in Surrey are ranked according to their current performance against the Government's target for determining applications:

Table 1

Planning Performance Checklist 2007-2008 (incl appeals)

	Rank for Major Apps. (out of 367)	% For Majors	Rank for Minors Apps (out of 367)	% for Minors	Rank for Other Apps (out of 367)	% for Other Apps	Average Ranking Score (out of 367)	Appeal Success Rate (% Dismissed on Appeal)
		Target 60%		Target 65%		Target 80%		
Runnymede	49	86%	28	89%	12	96%	29	78%
Tandridge	45	86%	71	84%	163	89%	93	61%
Epsom & E	54	85%	175	82%	90	91%	106	56%
Elmbridge	79	80%	198	76%	117	90%	131	62%
Guildford	55	85%	159	79%	251	84%	155	67%
Woking	189	69%	220	75%	74	92%	161	61%
Mole Valley	47	86%	287	70%	154	89%	162	74%
Reigate & B	236	65%	170	78%	150	89%	185	64%
Surrey Heath	274	62%	298	69%	288	82%	286	68%
Waverley	330	51%	350	58%	334	78%	338	60%
Spelthorne	340	47%	356	53%	347	72%	347	67%

**Comment**

- 3.5** *Table 1 illustrates that the performance on determining applications, compared to other Surrey Authorities, shows Runnymede as the joint top performing authority for major applications and top for minor and other applications. Overall this places Runnymede as the highest performing planning authority in Surrey. When compared overall with the rest of the country, the data shows that Runnymede is well inside the top 10% of Local Planning Authorities (29th out of 367 Local Planning Authorities).*
- 3.6** *The Table also shows that the Council has the highest appeal success rate in the County with 78% of appeals being dismissed.*
- 3.7** *In the past, the Government has been concerned that some planning authorities seek to boost their determination rates by simply refusing planning permission. They have carefully monitored appeal success rates to see where these dip significantly as a result of this practice. Runnymede's high performance in successfully defending appeals clearly demonstrates that the decision-making process is robust as well as being timely.*
- 3.8** *The speed of decisions is a good reflection of the work of the Planning Committee and Officers in processing and determining applications. This has been achieved against a particularly difficult period for the Development Control Team, which has had to balance reduced staffing levels against a significant number of large and complex applications together with a number of difficult enforcement cases during the period of the assessment.*
- 3.10** *The high success rate on appeals is an indicator that good quality decision-making is taking place in determining applications which is being recognised and supported by independent Inspectors on appeal.*

**(FOR INFORMATION)**

Background Papers

None

8. APPEAL DECISIONS

The Planning Inspectorate has recently determined the appeals mentioned below. Appeal decisions (i) - (ii) are attached at Appendices 'B' and 'C'. Appeal decisions (iii) - (vii) are available for inspection in the Members' Room.

<u>Site/Development</u>	<u>Decision</u>
i) Westwood, South Drive, Virginia Water - planning appeal regarding erection of two storey replacement dwelling following demolition of existing dwelling without complying with a condition on RU 05/1180 (RU 08/0210).	ALLOWED
ii) The Ryepeck, Laleham Reach, Chertsey - planning appeal regarding 2 storey/1½ storey 2 bed house with single detached garage (RU 07/1039)	ALLOWED
iii) 61 Byron Road, Addlestone - planning appeal regarding erection of single storey rear and first floor side extensions (RU 07/1207).	DISMISSED
iv) 53 and r/o 55 Hare Hill, Addlestone - planning appeal regarding demolition of existing house and erection of 14 two bed flats with access and parking (RU 08/0280)	DISMISSED
v) Runnymede House, 96-97 High Street, Egham (RU 07/1200) - planning appeal regarding conversion of existing office block with existing 2 residential flats into 16 residential units, including two extensions to existing building and associated external works (RU 07/1200).	DISMISSED
vi) Spring Farm, Muckhatch Lane, Thorpe - planning appeal regarding a two storey family home with double garage (RU 07/1080).	DISMISSED
vii) Birchwood, Lake Road, Virginia Water - planning appeals regarding demolition of two sheds and replacement of floor area by raising roof over existing office and creation of a dry access between garage and office at first floor (RU 07/0978 and RU 07/1298).	DISMISSED

**(FOR INFORMATION)**

Background Papers

Appeal decisions

9. PLANNING APPLICATIONS DETERMINED BY DIRECTOR OF TECHNICAL SERVICES (DTS)

A list of planning applications recently determined by the Director of Technical Services under his delegated powers is attached at Appendix 'D'. If Members have any particular matters they wish to raise, prior notice to the Chairman would be of assistance.

**(FOR INFORMATION)**

Background Papers

None

10. EXCLUSION OF PRESS AND PUBLIC

If Members are minded to consider any of the foregoing reports in private it is the

**OFFICERS' RECOMMENDATION that -**

**the press and public be excluded from the meeting during discussion of the following reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the report in question would be likely to involve disclosure of exempt information of the description specified in appropriate paragraphs of Part I of Schedule 12A of the Act.**

**(TO RESOLVE)**

**PART II**

Matters involving Exempt or Confidential information in respect of which reports have not been made available for public inspection.

a) Exempt Information

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)