

OLYMPIC DELIVERY AUTHORITY

ODA PLANNING COMMITTEE

12 February 2008

SUBJECT: MINUTES OF 17th COMMITTEE MEETING
Held on 29 January 2008 at 18.00

Old Town Hall, Stratford, 29 Broadway, London E15 4BQ

Present: Lorraine Baldry Chairman

Local Authority Members:

Cllr Rofique Ahmed LB Tower Hamlets
Cllr Conor McAuley LB Newham
Cllr Geoff Taylor LB Hackney
Cllr Terry Wheeler LB Waltham Forest

Independent Members:

Mike Appleton
Celia Carrington
William Hodgson
Janice Morphet

Officers in attendance:

Vivienne Ramsey ODA, Head of Development Control
Anthony Hollingsworth ODA, Chief Planner Development Control
Joanne Pacey ODA, Planning Decisions Team
Richard Ford ODA, Legal adviser, Planning Decisions Team, (Pinsent Masons)
Vanessa Brand ODA, Committee Secretary

**1. APOLOGIES
(AGENDA ITEM 1)**

1.1. Apologies were received from David Taylor and Dru Vesty who were unable to attend the meeting.

**2. UPDATES, ORDER OF BUSINESS, AND REQUESTS TO SPEAK
(AGENDA ITEM 2)**

2.1. The Chairman drew attention to the updates in respect of Item 7.

Item 7: Update

- Additional Consultation Responses
- Amendment to Para 7.2.10
- Compliance with S106 Requirements for Northern Ticket Hall

2.2. Item 6 was deferred

2.3. There were no requests to speak.

**3. DECLARATIONS OF INTEREST
(AGENDA ITEM 3)**

3.1. The Secretary read the following statement:

'Members of this Planning Committee need to declare personal interests relevant to the agenda at the beginning of each meeting of the Planning Committee.

'Members will see that the paper for Item 3 which has been circulated lists interests which they have declared which appear to be personal interests relating to Item 7.

'Would Members please confirm that the declarations of personal interests listed in the paper for Item 3 are correct; and state if there are any other interests you wish to declare?'

'Personal interests are prejudicial if a reasonable member of the public with knowledge of the relevant facts would conclude that the nature of your personal interest is such that your judgement of the public interest is likely to be affected. If, by virtue of your personal interest you have been involved in decisions about these proposals, you may have a prejudicial interest. In that circumstance you would need to leave the meeting during the consideration of that item. In light of the agenda before you this evening, please state whether or not any of the interests declared are prejudicial interests?'

Members confirmed that the personal interests read out were correct. None of these personal interests were considered prejudicial.

**4. MINUTES AND MATTERS ARISING
(AGENDA ITEM 4)**

4.1. The Secretary apologised for an error in the Minutes. Under Item 7 Any Other Business the dates should be amended to read:

The next meeting would take place on 29 January 2008, and there was likely to be a meeting on 12 February 2008.

In the meantime the Committee would meet for an informal discussion over dinner on the evening of 15 January 2008.

4.2. The Committee

AGREED the Minutes of the 16TH Planning Committee Meeting subject to the amendments at para 4.1 above.

4.3. In relation to the Actions Arising from the Minutes, Members noted that

4.3.1. the Head of Development Control had raised with Union Rail and LCR the Committee's concern that the Border and Immigration Agency should be consulted about the potential impact on security of the new Eastern Egress from Stratford International. They had undertaken to discuss changes with the Agency.

4.3.2. the Head of Development Control had requested the preparation of a composite overall plan showing the relationships between the Olympic Park, Stratford City, and the surrounding areas.

5. INFORMATION REQUIRED FOR VALID PLANNING APPLICATIONS IN THE ODA LOCAL PLANNING AUTHORITY AREA – DRAFT GUIDANCE FOR CONSULTATION (AGENDA ITEM 5)

5.1. The Chief Planner - Development Control introduced the item which sought comments from the Committee and endorsement of the proposed national and local requirements for validation of applications. He explained that, as from 6 April 2008, a new national standard application form would be in use and, in association with this, central guidance had been issued about the information needed before any application could be validated and registered. Local planning authorities were also required to select from a national list those further items which they would require to accompany applications in their area. The Committee was recommended that all items on this list should be included in ODA's guidance and required with different categories of applications. This would ensure that ODA's requirements were consistent with those of the 4 Borough Councils. In addition it was proposed to ask for further categories of information consistent with previous practice.

5.2. All the information to be required was listed in ODA's draft guidance and summarised in the table at the end, but officers would also encourage applicants to have pre-submission discussions when the relevant information could be identified. Members noted that the additional categories of information would not be essential for validation but that applicants would be encouraged to submit those items at the same time.

5.3. It was proposed to publish the draft for a 6 week consultation period with both statutory and non-statutory consultees including applicant groups. A further report would be brought back to the Committee at the end of March so that the guidance could be published on the website before 6 April 2008.

5.4. Members welcomed the proposal which would assist applicants by giving them greater certainty about the planning process. They noted that ODA's Development Control Manual already specified that applications would be validated within 5 days of receipt. This target was largely being met.

5.5. Members also noted that the majority of applications received by ODA were programmed before submission and that ODA was largely meeting the national standards for determining applications within a set number of weeks. The Head of Development Control explained that ODA would be likely in future to have to make returns about compliance with these standards but that the necessary software had not yet been activated. The relevant statistics would be provided to the Committee as soon as they were available.

Action:
Head of Development Control

5.6. Members were concerned that some references in the draft guidance were shortly to become out of date because of announced changes in Planning Regulations. They agreed that the Development Control manual should be kept under review and updated regularly. (Members noted that guidance was also being prepared about the process for the discharge of reserved matters and the approval of details and that this would be brought to the Committee.)

Action:
Head of Development Control

5.7. Members questioned the wording describing a S106 agreement (p12) and also noted that the draft needed to be amended to indicate clearly where information must be submitted before validation and where it was only requested.

5.8. The Committee:

- a) AGREED the draft list of Local Planning Application Requirements as set out in Appendix A to the report
- b) AUTHORISED the Head of Development Control to consult with the stakeholders identified in the report on the draft List of Local Planning Application Requirements.
- c) NOTED that the Guidance, amended in accordance with the Committee's comments and following consultation, would be brought back to the Committee for approval before publication on the website.

PLANNING APPLICATIONS

6. ITEM 6: DEFERRED

7. PLANNING APPLICATION 07/90243/REMODA

Reserved Matters application pursuant to Conditions B1, B8 and B10 of planning permission 07/90023/VARODA for a retail and food department store comprising 18,599m² (GFA) and a 1,825m² rail ticket station (Northern Ticket Hall)

7.1. A planning officer gave a presentation to the Committee who considered the report and took into account the updates which had been circulated. The application was for approval of reserved matters for the S73 permission granted by the London Borough of Newham on 13 November 2007. The Committee's views were sought for submission to Newham. The proposals related to the development of plot D3 comprising a department and food store and the Northern ticket hall for Stratford Regional Station.

7.2. There had been two additional responses received after the report was written.

7.3. Transport for London (TfL) had written about the internal layout of the Northern Ticket Hall. The details of the layout, which must comply with London Underground standards, were still being discussed, but it was recommended that these should be subject to condition if they had not been resolved before the proposals were determined.

7.4. Members discussed the design of the Northern ticket hall. TfL were pressing for the inclusion of toilet facilities in association with the new station access as originally indicated and seeking the imposition of a condition about the approval of details. Members noted that these facilities were not required to meet LU standards but they considered that the facilities were a desirable feature.

7.5. Representatives of the applicant explained that the number of ticket barriers proposed had been agreed with London Underground (LU) on the basis of modelling the predicted passenger flows. Members were concerned that the capacity of the Northern ticket hall would not provide adequate access to the new Stratford City development: it would need to serve workers, residents, and shoppers. However, they noted that the ticket hall would be supplemented by the new access to the Town Centre Link bridge at mezzanine level, for which they had previously granted planning permission. They also noted that the layout shown suggested there would be space to insert additional barriers if this should prove necessary.

7.6. In relation to the design of the new development and the facades of the department store, Members noted the extract from the Minutes of the Stratford City Design Review Panel, which were generally supportive. They recognised the difficulty of producing a strong design for this type of building on the site and, after discussion, considered that the proposals were acceptable.

7.7. Members asked that in future the Design Review Panel should submit formal comments for their consideration and noted that the Head of Development Control proposed to discuss formalising procedures with all three Stratford City Review Panels which had been established under the S106 Agreement.

**Action:
Head of Development Control**

7.8. There being no further questions the Chairman moved to a vote and the Planning Committee RESOLVED unanimously in accordance with the recommendations as revised that:

the London Borough of Newham be advised that the ODA Planning Committee has no objections to the grant of permission, but

- A. ask that the London Borough of Newham consider the following suggested conditions and informatives in considering and deciding this application:

Condition Summary

- (1) Works shall be completed in accordance with the approved submitted drawings.

Reason: To ensure a satisfactory layout and carrying out of the development

- (2) Notwithstanding the details of the ticket hall layout and design shown on the drawings submitted, prior to commencement of development, the final design of the Northern Ticket Hall shall be submitted to and approved by the Local Planning Authority in consultation with TfL and the development shall be carried out in accordance with such approval

Reason: To ensure a satisfactory layout and carrying out of the development

Recommended Informatives:

- a) The Applicant is advised of their obligations under Condition D6 of permission 07/90023/VARODA which limits the size of any unit predominantly used as a foodstore to a maximum floor area of 2,500m².
- b) The applicant is advised of their obligations under Condition B10 of planning permission 07/90023/VARODA which requires full details (including samples) of all materials to be used on external surfaces to be provided to and approved by the Local Planning Authority, prior to their using within the site.

- B. ask that, if the details of the ticket hall layout and design have not been resolved with LU and TfL to include satisfactory toilet facilities, a condition along the lines proposed by TfL should be included.

8. ANY OTHER BUSINESS

(Agenda Item 8)

8.1. There was no other business.

There being no other business the meeting closed at 7.10 pm

Signed: 
Chairman

Date: 26/2/2008