

Democratic Services

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Date: 28th September 2012

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To: All Members of the Planning, Transport and Environment Policy Development and Scrutiny Panel

Councillor Marie Longstaff
Councillor Caroline Roberts
Councillor Malcolm Hanney
Councillor Geoff Ward
Councillor Ian Gilchrist
Councillor David Martin
Councillor Douglas Nicol

Cabinet Member for Homes & Planning: Councillor Tim Ball
Cabinet Member for Transport: Councillor Roger Symonds
Cabinet Member for Neighbourhoods: Councillor David Dixon

Chief Executive and other appropriate officers
Press and Public

Dear Member

Planning, Transport and Environment Policy Development and Scrutiny Panel: Monday, 8th October, 2012

You are invited to attend a meeting of the **Planning, Transport and Environment Policy Development and Scrutiny Panel**, to be held on **Monday, 8th October, 2012 at 10.00 am** in the **Brunswick Room - Guildhall, Bath**.

The agenda is set out overleaf.

Yours sincerely



Mark Durnford
for Chief Executive

If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.

This Agenda and all accompanying reports are printed on recycled paper

NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Mark Durnford who is available by telephoning Bath 01225 394458 or by calling at the Riverside Offices Keynsham (during normal office hours).
- 2. Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays notice must be received in Democratic Services by 4.30pm the previous Friday)

The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must be received in Democratic Services by 4.30pm the previous Friday). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Mark Durnford as above.

- 3. Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Mark Durnford as above.

Appendices to reports are available for inspection as follows:-

Public Access points - Riverside - Keynsham, Guildhall - Bath, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

For Councillors and Officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

- 4. Attendance Register:** Members should sign the Register which will be circulated at the meeting.
- 5. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.**
- 6. Emergency Evacuation Procedure**

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

**Planning, Transport and Environment Policy Development and Scrutiny Panel - Monday,
8th October, 2012**

at 10.00 am in the Brunswick Room - Guildhall, Bath

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 6.

3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

4. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is **a disclosable pecuniary interest** or an **other interest**,
(as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer before the meeting to expedite dealing with the item during the meeting.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

6. ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

At the time of publication no notifications had been received.

7. MINUTES: 23RD AUGUST 2012 AND 11TH SEPTEMBER 2012 (Pages 7 - 36)

8. CABINET MEMBER UPDATE

This item gives the Panel an opportunity to ask questions to the Cabinet Member(s) and for them to update the Panel on any current issues.

9. COMMUNITY INFRASTRUCTURE LEVY & REVIEW OF THE PLANNING OBLIGATIONS SUPPLEMENTARY PLAN

The Panel will receive a verbal update on this item from the Policy & Environment Manager.

10. SUSTAINABLE CONSTRUCTION & RETROFITTING SUPPLEMENTARY PLANNING DOCUMENT (SPD)

The Panel will receive a verbal update on this item from the Planning Policy Officer.

11. HOUSES IN MULTIPLE OCCUPATION IN BATH SUPPLEMENTARY PLANNING DOCUMENT: CONSULTATION DRAFT (Pages 37 - 130)

In response to concerns about the impact of high levels of Houses in Multiple Occupation (HMO) in Bath, the Cabinet considered a mixture of planning controls and housing-led solutions on 14th March 2012. The Cabinet agreed to make a non-immediate Article 4 Direction covering Houses in Multiple Occupation in Bath. Once confirmed, the Article 4 Direction will be supported by a Supplementary Planning Policy setting out the framework within which planning applications for a change of use from a dwelling house to a small HMO will be considered. The first draft of this has now been prepared entitled Houses in Multiple Occupation in Bath: Supplementary Planning Document (Consultation Draft) and is presented to Cabinet for agreement to publish for public consultation in Oct – Nov 2012.

12. TRANSPORT STRATEGY

The Panel will receive a presentation on this item from the Group Manager for Planning Policy & Transport.

13. PARKING STRATEGY

The Panel will receive a presentation on this item from the Transportation Policy Manager.

14. PANEL WORKPLAN (Pages 131 - 142)

This report presents the latest workplan for the Panel (Appendix 1).

The Committee Administrator for this meeting is Mark Durnford who can be contacted on 01225 394458.