

SOUTH BUCKS DISTRICT COUNCIL

Decisions

ROGER REED

Cabinet Member - Sustainable Development

Having considered the reports contained in the agenda of a meeting of the Policy Advisory Group (PAG) held on 25 February 2008 and the views of the PAG expressed at the meeting, the Cabinet Member has made the following decisions:

1. **A PROPOSAL FOR PUBLICATION AND ADOPTION OF THE BEACONSFIELD OLD TOWN CONSERVATION AREA CHARACTER APPRAISAL**

The Cabinet Member has considered a report seeking approval to the publication and adoption of the Character Appraisal for the Beaconsfield Old Town Conservation Area. The Beaconsfield Old Town Conservation Area was re-designated with amended boundaries by the Council on 24 March 2006.

A draft Character Appraisal setting out the justification for the designation and defining and recording the special architectural and/or historic interest of the Conservation Area was published for public consultation during November/December 2007, and some amendments have been made as a result of comments received.

The Cabinet Member has decided to **RECOMMEND** to Cabinet and Council that the Beaconsfield Old Town Conservation Area Character Appraisal be published and adopted as a "material consideration" for planning purposes.

2. **CROSSRAIL PLANNING AND HERITAGE MEMORANDUM**

The Cabinet Member has considered a report on a draft Planning Heritage Memorandum, which sets out undertakings given by local authorities (who sign up to it as a Qualifying Authority) with respect to handling planning and heritage matters, for example consents under planning conditions, for the Crossrail works. A Qualifying Authority will have enhanced control and slightly wider powers to consent to detailed matters in relation to applications under Schedule 7 of the Crossrail Bill.

The Cabinet Member has decided to **RECOMMEND** to Cabinet and Council to:

- (1) sign the Crossrail Planning Heritage Memorandum to become a Qualifying Authority in relation to Schedule 7 applications; and
- (2) grant delegated power to the Head of Planning Policy to agree any subsequent amendments in consultation with the Sustainable Development Portfolio Holder.

3. **INTERIM INTERPRETATION GUIDANCE ON RESIDENTIAL PARKING STANDARDS**

The Cabinet Member has considered a report of the Director of Services on the adoption of revised guidance for residential parking standards.

The Cabinet Member has deferred a decision on recommending revised guidance pending further investigation and report, with particular reference to an appropriate parking standard for sheltered accommodation and retirement accommodation.

4. TREE APPLICATIONS - NEIGHBOUR NOTIFICATION

The Cabinet Member has considered a report on guidelines for neighbour notification on tree applications, to include applications to undertake works to trees that are the subject of a Tree Preservation Order and Notifications of intended work to trees in a Conservation Area.

The Cabinet Member has approved a set of guidelines for neighbour notification on tree applications (similar to those used on planning applications) to provide a practical and consistent basis for notifying occupiers of adjacent properties where works to trees are proposed.

5. AUDIT COMMISSION ENVIRONMENT INSPECTION

The Cabinet Member has considered a report of the Director of Services containing recommendations arising from the Audit Commission Inspection Report on Environment - Planning and Waste Management Services.

He has, in concurrence with the Environment Portfolio Holder, noted the findings of the Audit Commission Inspection and recommendations, and endorsed the Officer response to those recommendations setting out action taken or to be taken.

6. PLANNING SERVICE DEVELOPMENTS

The Cabinet Member has considered a report of the Director of Resources on progress with a number of pieces of work intended to improve the Council's administration of planning matters, including the approval of external support to take the project forward. The work involved a programme to capture data electronically from microfiche and paper files, to be loaded into the Council's UNI-form system, and making greater use of the system capabilities. This would provide improved administrative procedures, increased security, a reduction in the volume of file storage, more efficient retrieval of historic information and an enhancement of information available for public access.

The Cabinet Member has agreed that:

- (1) subject to satisfactory conclusion of the pilot data capture work, GeODC be engaged to complete the work, with funding coming from the existing capital budget;
- (2) the Cabinet be requested to approve the letting of any contract to GeODC under paragraph 14 (6) of the Contracts Procedure Rules (specialist supplier);
- (3) the proposed retention schedule for planning files be approved

Date Published: 26 February 2008 Date to be Implemented: 5 March 2008.