



CITY OF WESTMINSTER

# MINUTES

## Planning & City Development Committee

### MINUTES OF PROCEEDINGS

Minutes of a meeting of the **Planning & City Development Committee** Committee held on **Wednesday 26th October, 2022**, Rooms 18:01 - 18:03 18th Floor, Westminster City Hall, 64 Victoria Street, London, SW1E 6QP.

**Members Present:** Councillors Ruth Bush (Chair), Jason Williams (Vice-Chair), Robert Rigby, Jim Glen, Mark Shearer, Barbara Arzymanow, Md Shamsed Chowdhury, Paul Fisher, Ed Pitt Ford, Ryan Jude, Amanda Langford and Cara Sanquest

**Also Present:** Councillors Geoff Barraclough and Matt Noble

**Apologies for Absence:** Councillor Nafsika Butler-Thalassis and Councillor Ellie Ormsby

#### 1 MEMBERSHIP

1.1 That Councillor Sara Hassan had replaced Councillor Ellie Ormsby on the Planning and City Development Committee and Planning Application Sub-Committee (1).

1.2 There were no further changes to the Membership.

#### 2 DECLARATIONS OF INTERESTS

2.1 There were no declarations of interests.

#### 3 MINUTES AND MATTERS ARISING FROM THE MINUTES

3.1 Agreed that the minutes of the Planning & City Development Committee held on 27 July 2022 be agreed subject to the sentence in paragraph 4.4 in relation to the Annual update on planning applications and appeals performance - 2021/22 which reads '*Whilst there was a fluctuation in the yearly statistics, this is a result of appeals being determined by the Planning Inspectorate rather than the Council*' be amended and that the words '*rather than the Council*' is deleted.

## 3.2 Matters Arising from the Minutes

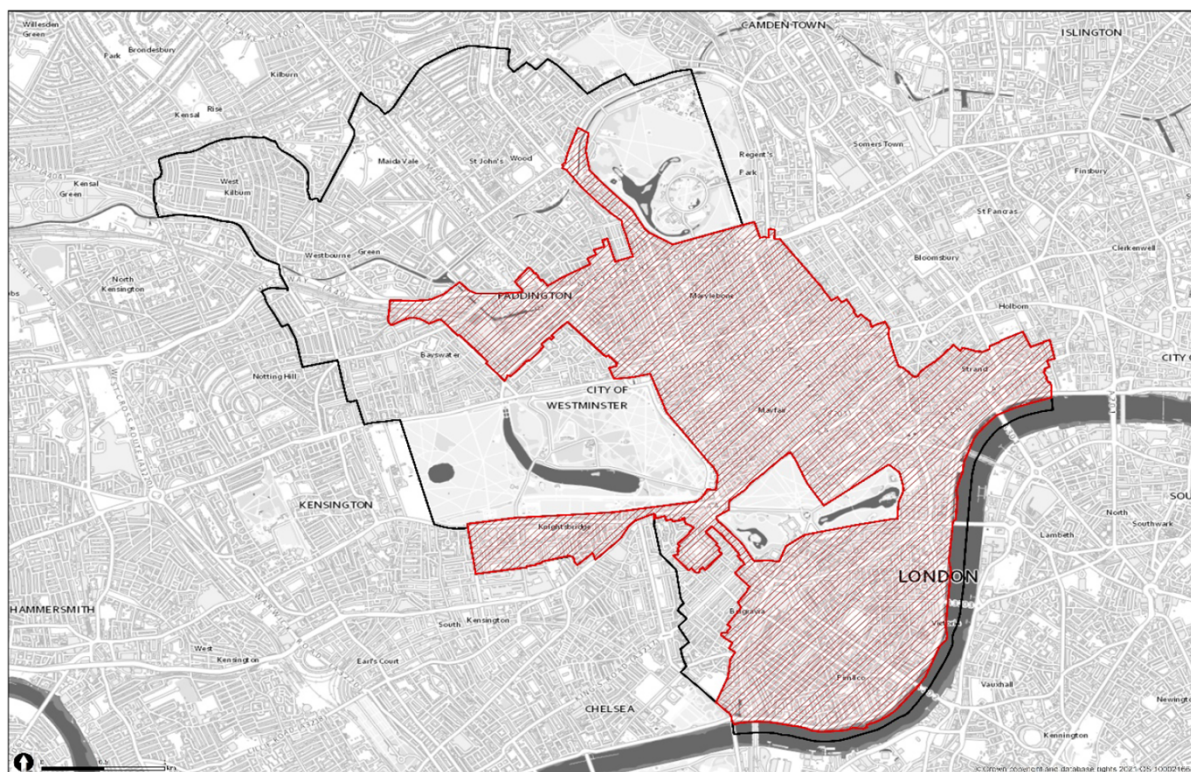
### 3.2.1 Minutes 3.2 – Minutes 3.2.2 Draft Early Community Engagement Guidance

Members were provided an update regarding the appointment of a Community Champion and informed that works were currently being undertaken to ensure that the newly created position was completely independent. Members were informed that officers had made initial informal enquiries with a number of potential service providers, but that one of these providers may not be in a position to formally bid to run the service. The Committee would be provided with an update on the Community Champion's role and how they would work with stakeholders at their next meeting. Members noted that the Community Champion scheme was initiated by the previous Administration and was supported by the current.

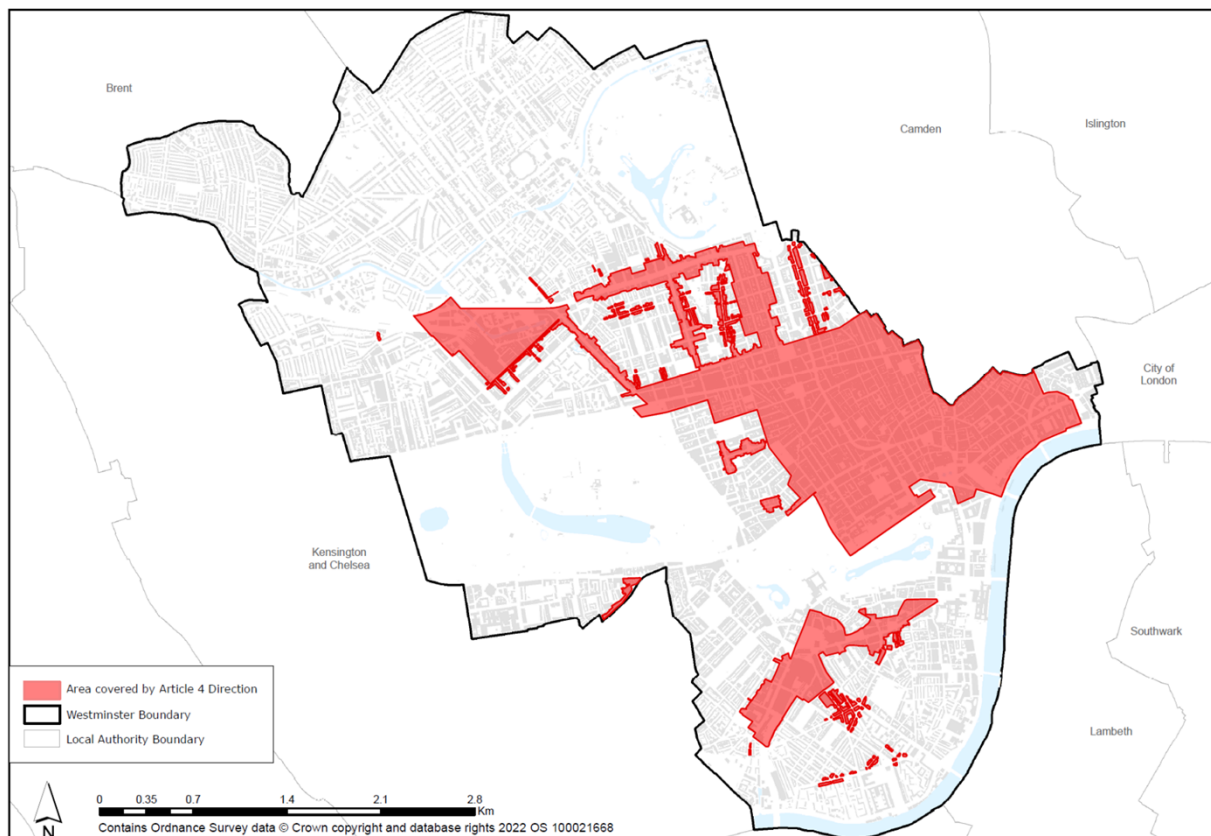
### 3.2.2 Minutes 3.2 – Minutes 3.2.4 National Policy & Planning Reform Update. 4.4 Article 4 Direction

Members noted that a large area of the Central Activity Zone (CAZ) which was originally proposed by the council, had been reduced by central government and requested that maps be provided to clarify what was originally proposed and what this was amended to. Members were informed that the updated map for the CAZ was available on the council's webpage but that this could be circulated with the minutes.

The area the council originally proposed, which comprises the CAZ minus Royal Parks and the River Thames, can be viewed below:



The revised boundary that the Article 4 Direction now applies to can be viewed below:



### 3.2.3 Minutes 3.2 Minutes 3.2 5 National Policy & Planning Reform Update.

Officers confirmed that there was no live list or any informal enquires received regarding the change of use under permitted development rights. Members noted that this may be due to there still be uncertainty regarding the new scheme.

### 3.2.4 Minutes 3.2 Minutes 3.2.6 National Policy & Planning Reform Update. 4.4 Affordable Housing and Planning Obligations SPD.

The Committee requested that officers provide a list of Supplementary Planning Documents (SPDs) that were currently being formulated or in the process of adoption. The Committee was reminded that the Local Development Scheme had been published alongside the consultation on the City Plan and this included a list of SPDs which were currently under review. The Local Development Scheme sets out that work is underway on the following new SPDs:

- Planning Obligations and Affordable Housing; and
- Public Realm

It also sets out that work is underway on updating the existing Environment SPD.

### 3.2.5 Minutes 3.2 – Minutes 3.2.8 5 VAT on New Build and Refurbishment Schemes. 5.3 Incentives for Retrofit rather than Redevelopment.

The Committee noted that they previously held discussions about lobbying Central Government regarding incentives for retrofits and were of the view that the current political climate was not the optimum time to undertake this. Members noted that a plan would be formulated for the above activity and the Committee would be advised and updated on its contents.

### 3.2.6 Minutes 3.2 Minutes 3.2.9 Planning Enforcement Team Performance and Local Enforcement Plan

Members were informed that consultation on the Local Enforcement Plan was being formalised and that the Communities Directorate was being liaised with to ensure that all stakeholders are consulted. The Committee were reminded that the Local Enforcement Plan focuses on planning enforcements activities and the consultation would seek views on what areas should be prioritised and how resources should be deployed.

### 3.2.7 Minute – 5 Discussions of the future format and Terms of Reference of the Planning & City Development Committee.

Members noted that their quorum was three and agreed that they should hold future discussions on whether this should remain. The Committee were reminded that their quorum was set out in the Constitution and that the latter was currently being reviewed.

### 3.2.8 Paddington Green Police Station

Members noted that Paddington Green Police Station Planning Application had been 'called in' by the Mayor of London and that it was anticipated that an amendments would be submitted to the Mayor. Members were informed that officers would submit comments regarding the revised application and would seek the view of the Planning Applications Sub-Committee before responding to the Mayor. The developer had undertaken consultations with stakeholders, and this included invitations to exhibitions. Members were advised that they should seek advice from the Director of Place Shaping and Town Planning regarding attending events organised by the Developer. This was to ensure that any actions by Members which could potentially be viewed or amount to pre-determination. This was to guard against.

### 3.2.9 Design Review Panel

Officers advised that preparatory work had started regarding the creation of a Design Review Panel and both officers and other stakeholders had been consulted. The Committee were informed that most London Local Planning Authorities had a Design Review Panel and that large developers and staff members such as design officers were familiar with the concept. It was noted

that some officers were or had previously been members of DRPs in other boroughs. The Panel will not have any statutory functions and will only act in an advisory capacity and provide expert advice on a range of design related issues. Members were advised that the Panel views would be sought in addition to the advice provided by Design, Conservation and Sustainability Officers, and the former should be viewed as a complementary additional resource which would help to boost the standard of design and quality of developments.

#### **4 PLANNING APPLICATIONS AND APPEALS PERFORMANCE MID-YEAR UPDATE - 2022/23**

- 4.1 The Committee received a report which provided a mid-year update on the performance of the Town Planning service in terms of the timeliness and quality of its planning application decision making and the success rate of planning appeals for the first two quarters of 2022/23. Performance against all measures exceeded the Department for Levelling Up Homes and Communities (DLUHC) and relevant internal performance indicators.
- 4.2 The Committee was advised and noted: -
  - 4.2.1 That the volume of Applications for the first two quarters of the year was consistent and figures were like those of the previous year for the same period.
  - 4.2.2 That the number of applications determined exceeded those which had been received in the first quarter and this was due to the Town Planning Service resolving an increased number of outstanding cases.
  - 4.2.3 That the number of pre-application advice requests had increased, and this indicated that there was recovery following the increase of fees at the start of 2021.
  - 4.2.4 The speed of decision making continues to surpass the DLUHC threshold for Major, Non-Major and Other applications. The Major applications rate is 93%, Non-Major Applications is 77% and other Applications is 78%.
  - 4.2.5 There have been 306 Extensions of Time (EOTs) used during the first two quarters for Non-Major applications and this has resulted a mean of 40 additional days. The additional period covers the need to receive, assess and review revised documents. There were 192 EOTs used for Other applications and the mean additional days to review these applications was 28 days. This is reflective of there being a lesser need to reconsult and assess revised drawings for these types of applications.
  - 4.2.6 That the quality of decision making at Westminster continued to be high and that only a very small proportion of Major and Non-Major planning applications were overturned at appeal. There had been an increase in the number of appeals dismissed or partly dismissed from 66% to 70% from the previous year.

- 4.2.7 There were two appeal decisions in the first quarter which may potentially assist the service with future interpretations of policies in the new City Plan. These were the sites at Leconfield House and 2-49 Cambridge Street).
- 4.3 Members held a discussion and noted the following: -
- 4.3.1 That the determined appeals provided guidance on how to consider certain material considerations during the decision-making process and were a good source of information.
- 4.3.2 That appeals decision assisted and aided the Service with interpreting future Policies.
- 4.3.3 That the use of the Pre-Application Advice Service had decreased in recent years, and this may be attributed to the current economic climate. Members were reminded that fees had been increased and the format of the service amended in January 2021 to improve the service and move towards cost recovery, and this is likely to have also impacted on use. Numbers for 2022/23 do though show an increase in pre-application requests. There are currently fewer larger complex developments, and these types of developers are typically more heavy users of the pre-application advice service. The larger developers have indicated that the advice service should be extended and include components such as the 'fast tracking' of applications. The Committee were informed that wider economic impacts in the property industry had reduced margins for minor schemes and resulted in smaller developers not using the service so extensively.
- 4.3.4 Members were advised that use of the pre-application advice service had reduced during the Covid period by around 30% and that statistics indicated that there had been reductions in planning applications nationally and this was between 20% to 30%.
- 4.3.5 Members agreed that the pre-applications advice service should continue to be promoted and be extensively marketed. The Committee noted that part of the marketing strategy could include the benefits of using the service which include resolving significant issues with schemes prior to the formal planning application stage and being supported with early community engagement. The Committee also noted that usage of the service led to better decision making, improved planning outcomes and higher approval rates. Members noted that developers were already signposted to the pre-applications advice service.
- 4.3.6 Members were reminded that use of the pre-application advice service was voluntary and confidential. Residents are informed of proposed scheme when a formal planning application is made. The Committee was advised that works would continue to ensure that there are broader consultations with communities at pre-application stage and that stakeholders have an opportunity to have an input in prospective schemes during their early development stage.

- 4.3.7 The Committee was advised that over 90% of planning applications are submitted via the Planning Portal. There are a variety of methods which interested parties can use to communicate their views. These include direct emails to the service and liaising with the relevant amenity society. In addition to neighbour notification letters the service also places an advert in a local newspaper and erects a site notice to notify people of each application. Members were advised to forward their suggestions to the service on how to further improve communications and the process of receiving enquires regarding planning applications.
- 4.3.8 Members noted that the DLUHC did not specify performance targets regarding planning appeals. Local Planning Authorities (LPAs) typically set their own performance indicators for Planning Appeals. The Committee were reminded that appeals were lodged by applicants and that their dismissal meant they were refused. The non-determinations of planning applications can also be appealed, as can any conditions imposed on a planning permission.
- 4.3.9 Members were advised that it is 'common ground' among all LPAs that their primary purpose is to ensure their decisions deliver high quality development. The Committee was informed that performance indicators are not an influence in the outcome of a planning decision, but rather they are an indicator of the quality and professionalism of the service that has been provided. The Committee was informed that a recent appeal regarding costs lodged against the service had been dismissed and the officers report had been commended by the Planning Inspectorate. The Committee was informed that most planning applications considered by LPAs were approved.
- 4.3.10 Members noted that the performance indicator for appeals had been set at 60% for several periods and queried whether consideration should be made to increase the bar to 65%.
- 4.3.11 Members noted that most appeals lodged related to delegated decisions and requested that future reports include examples of these appeals.
- 4.3.12 Members were informed that the Town Planning Service would continue to improve and were reminded that London LPAs had different priorities and Westminster has its own unique features and challenges, such as a high number of listed buildings and other heritage assets.
- 4.3.13 Members noted that there had been an increase in the number of withdrawn applications and were advised that these figures were due to the Service identifying and closing old dormant applications. The Committee was informed that all planning applications needed to be accounted for and receive a decision. The reasons for applications becoming dormant vary and range from the applicant not wanting to pursue the application or concerns regarding proposals that prevent their determination.
- 4.4 Members thanked officers for their report and responding to enquiries raised by the Committee,



## **RESOLVED:**

1. Members noted the contents of the report and the on-track performance of the Planning Service.
2. That the pre-applications advice service continues to be promoted and be extensively marketed and that the marketing strategy include the benefits of using the service.
3. That future reports on planning applications and appeals performance include examples of appeals which were lodged against delegated decisions.

## **5 AMENDMENTS TO SUB-COMMITTEE LATE REPRESENTATIONS PROCEDURES**

5.1 The Committee received a report which provided an overview of the recommended changes to the current procedures for accepting late representations in advance of Planning Applications Sub-Committee meetings. The recommended procedure included the introduction of a deadline for submission of late representations in advance of the commencement of the committee meeting to allow Members and officers appropriate time to fully consider the planning merits of the issues being brought before the committee.

5.2 The operation and function of the Planning Applications Sub-Committees were governed by the Terms of Reference set out in the Constitution, the Statement of Community Involvement in Planning (2014) and the Committee Procedure Rules, which were last updated to allow for hybrid committee meetings in May 2021. Any amendments to the procedures for accepting late representations do not require any changes to the Constitution or the Statement of Community Involvement in Planning.

5.3 Members were reminded that representations received prior to the publication of the committee report were summarised and addressed in full in the report and full copies of the representations were provided in the background papers. Representations received after the publication of the committee report and prior to 2.00pm on the Thursday prior to committee were circulated to Members by the close of business on that day. For representations received after 2.00pm on the Thursday prior to committee there was currently no defined 'cut off' after which representations would not be accepted. Representations were accepted up until the start of the committee meeting and circulated at the meeting.

5.4 Members were advised that officers had reviewed the approaches taken by other comparable local planning authorities (LPAs) and assessed the practicality of introducing a deadline on a variety of days prior to the committee meeting. Of the ten other LPAs analysed, 5 had introduced a deadline for late representations prior to planning committee meetings and 5 accepted representations up until the start of the committee meeting. Of those with a deadline, 2 were set earlier on the day of the committee meeting.



- 5.5 Considering the approaches taken by comparable LPAs, and having regard to the processes that are required to be undertaken by Legal Services and the Committee and Councillor Liaison Team in advance of a Planning Applications Sub-Committee meeting, officers have considered three options for introducing a deadline for late representations:
- Option 1 – Deadline at 12.00 on the day of the committee meeting
  - Option 2 – Deadline at 12.00 on the working day prior to the committee meeting
  - Option 3 – Deadline at 12.00 two working days prior to the committee meeting (to align with current public speaking deadline).
- 5.6 The Committee discussed the various options regarding deadlines for submitting late representations to Planning Applications Sub-Committees and was advised by Officers that the preferred Option was 2. Officers commented that Option 2 allowed the Major and Minor Planning Sub-Committees to still consider the late representation and enabled parties who had either missed the deadline for registering to make a deputation at the Sub-Committees, or had not been granted a speaking slot, the opportunity to put forward a written submission. A mechanism was recommended to allow acceptance of representations after the deadline in exceptional circumstances to ensure that it does not prejudice the ability of the committee to consider representations that raise genuinely new material planning considerations. This would be achieved by giving the Chair discretion to accept late representations in exceptional circumstances. Where a representation was received after the deadline, the Presiding Officer and the Solicitor to the Council would advise the Chair whether the late representation raises new material planning considerations. The Presiding Officer would advise the commentor of the chair's decision. Officers advised that it was unusual for new material considerations to be presented immediately prior to a committee meeting. The Committee noted that the Chair's refusal to accept a late representation may be challenged. Members noted that the Chairs had discretion on whether interested parties could make verbal representations at the Sub-Committee if they apply after the online register to speak at the meeting has closed.
- 5.7 Members had an in-depth discussion and noted the following: -
- 5.7.1 The Committee was informed that there had been historic discussions on how late representations should be processed and whether a set deadline should be implemented.
- 5.7.2 That there had been an increase in the number of late representations being submitted and that written information contained in these documents were increasingly becoming bulkier. Members noted that their Sub-Committees were adjourned for these documents to be read and acknowledged that lengthy late written representations may be difficult to fully comprehend during adjournments.
- 5.7.3 Members noted that the Chair's introductory note advised that Members received and read all documents a week prior to their meeting and felt that reading representations during the meeting gave rise to the perception that

this would not be the case. The Legal Officer advised that all representations need to be considered and fully assessed as part of the decision-making process and failure to do this would leave the council open to legal challenge. The Committee noted that the Chair's introductory note would need to be updated to include a statement that the Chair had the discretion to accept any late representations that were received after the deadline for submitting written information. The Chair should also advise of the number of late representations received after the deadline and give reasons on why they are accepted or refused.

- 5.7.4 Members agreed that interested parties should not be deterred from submitting written representations to their Sub-Committees and commented that some in this cohort may not be fully aware or be engaged in the planning process. Officers reminded the meeting that the Chair would have discretion on whether late representations after the deadline should be accepted and highlighted that written information received was typically duplication of information which had previously been submitted by interested parties.
- 5.7.5 Members commented that the processes including the setting of deadlines for submitting late representations should continue to be primarily resident focused and noted at currently they were able to request for an adjournment to read late representations that were submitted. Members agreed that all representations were valid and should be fully evaluated regardless of when they are submitted during the application. The Committee noted that the proposed options put forward would largely be beneficial to Members and officers time would not be reduced if any was adopted.
- 5.7.6 Members agreed that the Chair's script should be updated and include a segment which informed that the Chair had the discretion to accept any late representations that were received after the deadline for submitting written representations. The Chair should also advise of the number of late representations received and give reasons as to why they had been accepted or refused. The Sub-Committee would be adjourned to allow Members sufficient time to read any late written representations.
- 5.7.7 Members agreed that officers should conduct an analysis of late representations that were submitted to their Sub-Committees and noted that 5 of the 10 Local Planning Authorities which were benchmarked accepted written submissions on the same day as their planning committees.
- 5.7.8 Members agreed that adequate reading time to digest written representations should be factored in and noted that colleagues had employment commitments and noted that this can cause pressure on time for reading late documents. Members also commented that it was more difficult to consider lengthy representations that are tabled at the Sub-Committee. There was a view that implementing a deadline for late representations would ensure that the Sub-Committees decision-making would be more robust, and the duty to ensure that all representations were given due attention would be easier to meet.

- 5.7.9 The Committee also acknowledged that colleagues may also be slow readers, and that a deadline submission for late written representation on the same day as the online register to make deputations at their Sub-Committees or the day before the meeting would help to alleviate the above concerns.
- 5.7.10 Members commented that interested parties should be permitted to submit written representations until 10:00hrs on the day of the Sub-Committee during Bank Holiday periods. Members were informed that during Bank Holiday periods the online register to make deputations at Planning Sub-Committees were brought a day forward.
- 5.7.11 Members noted that some interested parties such as developers and planning agents were better resourced and would be more familiar about the planning process in relation to late representations in comparison to residents. The Committee noted that a set deadline for all stakeholders would ensure there was equity amongst all groups in this matter and timeframes should be fully published and it be communicated that late representations may not be considered.
- 5.7.12 Members commented that stakeholders are not able to address issues that are raised in late representations submitted by other parties that are tabled at the Sub-Committee. The Sub-Committee also noted that late representations tabled at the meeting may be given undue weight and that this would be avoided if all representations were considered at the same time prior to the meeting.
- 5.7.13 That both the statutory (21 day) and any new deadlines for submitting written representations should be made public. Members noted that the latter should be viewed as a concession in instances when interested parties fail to submit written submission before the statutory deadline. The Committee noted that not all interested parties would be aware of the pre-committee deadline and that some LPAs. It was noted that the Service was committed to setting out their consultation period under the Statement of Community Involvement in Planning.
- 5.7.14 Members commented that late representations could also serve as a refresher to colleagues on what are the main concerns or topics for a particular application. Members also noted that interested parties would be aware that there may be difficulties encountered by the Sub-Committee in fully comprehending lengthy written late submissions that are tabled at the meeting.
- 5.7.15 Members noted that their adopted Policies set out what should be considered as 'material considerations'. The Sub-Committee were informed that a definition and examples of 'material consideration' were available on the Service website and that the website also contains advice on how to comment on planning applications and get involved. The Community Planning Advisor and early community engagement guidance would ensure that the wider community involvement in planning, particularly in the earlier stages of the planning process. Members commented that interested residents would likely to be fully engaged in the initial stages of planning schemes.

- 5.7.16 The Committee noted that the current procedure for receiving late representations had successfully operated for a long period and that Members would have ensured that all representations received were fully understood before making a decision. These decisions therefore should not be viewed as being invalid.
- 5.7.17 Members agreed that any new procedure that may be adopted should be reviewed, and the outcomes reported to a future Committee. The review should include how the Chairs discretion was used and what representations were received and include those that were refused.
- 5.7.18 Members requested that officers provide an analysis of what is contained in late representations, and this should include trends such as their frequency, content, profile of those submitting representations and whether they were repetitious of previous information previously submitted. The Committee also requested that information be provided on how other LPAs support their members in reading late representations, in particular individuals that have reading needs or English as a second language.

## **RESOLVED:**

1. Members noted the contents of the report.
2. That officers provide an analysis of what are contained in late submissions that are submitted to Planning Applications Sub-Committees and this should include trends such as their frequency, contents, and profile of those submitting representations and whether information submitted are repetitious be reported at their next meeting.
3. That officers provide information on how other Local Planning Authorities support their members in reading late representations and individuals who have reading needs such as dyslexia or English as a second language.
4. That Chairs of all Planning Sub-Committee make it explicitly known that sufficient time would be provided for Members to read all late representations.
5. That the procedure for receiving late representations that may be adopted is reviewed and the outcomes reported to a future Committee. The review should include how the Chairs discretion was used and what representations were received and include those that were refused.

## **6 UPDATE ON PARTIAL CITY PLAN REVIEW**

- 6.1 The Committee received a report which provided an overview of the Partial Review to the City Plan which was launched on 7 October, running to 18 November 2022. It explained the scope of the review and role of the Planning and City Development Committee in the preparation of the Plan.

- 6.2 The current City Plan was adopted in April 2021 (work commenced in 2017), and sets our broad strategy for growth and includes over 40 thematic policies on a diverse range of issues. Alongside the London Plan and 'made' neighbourhood plans, it provides the starting point for determining all planning applications in Westminster. The Plan now needed some updating to better align with the priorities in the council's new Fairer Westminster Strategy.
- 6.3 The Plan was only recently adopted, took a long time to produce, and is still considered largely fit for purpose. The Cabinet Member therefore agreed to limit any review to the key priorities of:
- Affordable housing – to help deliver more affordable housing, particularly social housing, and explore if small sites (i.e. those delivering less than 10 homes) can also start to contribute towards new affordable housing;
  - Climate change – to better prioritise retrofit and refurbishment of existing buildings over demolition and redevelopment;
  - Site allocations (previously intended to form a separate document) – to provide site specific guidance on key sites – including mix of uses, amount of new floorspace, and design criteria.
- 6.4 Regulation 18 consultation took place between 7 Oct 2022 – 18 Nov 2022 and this included dedicated website, emails to all stakeholders, internal engagement with other teams and meetings with key stakeholders including neighbourhood forums, WPA, the GLA, and Historic England.
- 6.5 There would be more informal engagement (workshops, meetings etc) through 2023 to attempt to build consensus on proposals before the next formal stage of consultation (Regulation 19).
- 6.6 Members held discussions and noted the following: -
- 6.6.1 That supportive comments had been received from individuals regarding the broad scope of proposals for the partial review of the City Plan, and that more substantial comments would come forward as more detail on the potential content of new policies and site allocations is published.
- 6.6.2 The partial review of the City Plan had been fully publicised, and all the council's social media platforms were used to undertake this. There had also been events held with Neighbourhood Forums and these bodies can act as an outreach to local communities.
- 6.6.3 Officers advised that partially reviewing the City Plan and there being focus on certain areas helped to limit costs. Members agreed that this approach was sensible and noted that the three areas focused on were highlighted in the Majority Group's Manifesto. It was also noted that to date all work on the partial review had been carried out by officers. Moving forward, any additional costs (such as commissioning of supporting evidence where external technical expertise is required, or the costs of the Planning Inspectorate

carrying out independent examination of the plan) will be met from existing budgets.

- 6.6.5 Members noted that it was envisaged that the outcomes of the partial review of the City Plan would be implemented before the next Council Election and that it was proposed that a full review of the City Plan then be undertaken in 2025, when more data is available on how the version of the City Plan adopted in April 2021 is performing.
- 6.6.6 Members noted that the Basement Policy has not been earmarked for further review as since the adoption of the April 2021 City Plan, and the new policy on basements within it, there had been a substantial reduction in the amount of basements being proposed or approved.
- 6.6.7 Members were reminded that SPDs could be used to influence policies and advised that the Planning Obligations and Affordable Housing SPD and an update to the Environmental SPD would be consulted on next year. There would also be national policies in 2024 regarding Biodiversity Net Gain (BNG) and these would need to be reflected in forthcoming SPDs.
- 6.6.8 Members noted that a Community Impact Assessment would be undertaken regarding Licensing and Planning, and there would be future discussion on any overlaps.

## **RESOLVED**

- 1. That Officers report back to the next committee on the responses to Regulation 18 consultation and any substantial emerging evidence-based findings if available.

## **7 ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**

- 7.1 The Chair requested that the Committee considered whether colleagues making representations at their Sub-Committee should be required to leave the meeting after their deputations and requested that this proposal be discussed at the next Meeting.
- 7.2 The Chair commented that discussions had been held with the Director of Town Planning and Building Control regarding providing the Committee with information on the outcomes of planning decision for residents and businesses in relation to S106 agreements. The Committee would receive reports on these agreements that had been made such as public art, new community space, greenery, or similar proposals. These S106 agreements would be reported periodically and be resident focused and be in a form of an e-newsletter and published on the Council's website. This new scheme was hoped to ensure that the wider community were enabled to be aware of planning outcomes.

- 7.3 Members were reminded to forward any training requirements to the Committee and Councillor Coordinator. The Chair advised that a further training session on sustainability will be facilitated by the Westminster Property Association and the Cabinet Member for Climate Action, Regeneration & Renters. The session would focus on Sustainable Cities and include a briefing.
- 7.4 Members requested for a training session which focuses on biodiversity.
- 7.5 The Chair thanked the Committee and Officers for their contribution.

## **8 DATE OF NEXT MEETING**

- Wednesday 29 March 2023

The Meeting ended at 8.35 pm

**CHAIRMAN:** \_\_\_\_\_

**DATE** \_\_\_\_\_