

Planning Committee

Wednesday 15 July 2020 at 6.30pm

The meeting will be held remotely via MS Teams with audio access to the public via registered dial-in only.

Members of the Committee

Councillors: M Willingale (Chairman), D Anderson-Bassey (Vice-Chairman), J Broadhead, I Chaudhri, M Cressey, E Gill, C Howorth, R King, M Kusneraitis, I Mullens, M Nuti P Snow, J Sohi, S Whyte and J Wilson.

In accordance with Standing Order 29.1, any Member of the Council may attend the meeting of this Committee, but may speak only with the permission of the Chairman of the committee, if they are not a member of this Committee.

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, Democratic Services Section, Law and Governance Business Centre, Runnymede Civic Centre, Station Road, Addlestone (Tel: Direct Line: 01932 425620). (Email: 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.
- 4) Public speaking on planning applications only is allowed at the Planning Committee. An objector who wishes to speak must make a written request by noon on the Monday of the week of the Planning Committee meeting. In light of the current restrictions imposed to

address the Covid-19 outbreak, this meeting will be held remotely. As this meeting is being conducted remotely you should inform the Planning Business Centre if you wish to dial in and address the Committee and also provide a written statement of your speech (no more than 2 sides of A4 which is approximately the equivalent of 5 minutes speaking time normally allowed under Standing Order 39.24 of the Council's Constitution).

If you do not wish to exercise your right to speak by dialling- in, you can submit your representations in writing (no more than 2 sides of A4 which is approximately the equivalent of 5 minutes speaking time normally allowed under Standing Order 39.24 of the Council's Constitution) and this will be read out by the Chairman of the Committee or an Officer to those Councillors participating.

If you wish to speak and/or make a written submission please contact the Planning Business Centre by email publicspeaking@runnymede.gov.uk

- 5) If you wish to hear the debate by audio via MS Teams you must register by 10am on the day of the meeting with the Planning Business Centre by emailing your name and contact number to be used to dial-in to publiclisteningplanning@runnymede.gov.uk
- 6) For meetings held at the Civic Centre, 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.
- 7) **Filming, Audio-Recording, Photography, Tweeting and Blogging of Meetings held at Civic Centre or remotely via MS teams**

Members of the public are permitted to film, audio record, take photographs or make use of social media (tweet/blog) at Council and Committee meetings provided that this does not disturb the business of the meeting. If you wish to film a particular meeting, please liaise with the Council Officer listed on the front of the Agenda prior to the start of the meeting so that the Chairman is aware and those attending the meeting can be made aware of any filming taking place.

Filming should be limited to the formal meeting area and not extend to those in the public seating area.

For meetings held remotely via MS teams, you may only record the audio of those proceedings. The Council shall not be recording any remote meetings.

The Chairman will make the final decision on all matters of dispute in regard to the use of social media audio-recording, photography and filming in the Committee meeting.

LIST OF MATTERS FOR CONSIDERATION

PART I

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PLEASE BE AWARE THAT THE PLANS PROVIDED WITHIN THIS AGENDA ARE FOR LOCATIONAL PURPOSES ONLY AND MAY NOT SHOW RECENT EXTENSIONS AND ALTERATIONS THAT HAVE NOT YET BEEN RECORDED BY THE ORDNANCE SURVEY

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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.

b) **Confidential Information**

No reports to be considered.

GLOSSARY OF TERMS AND ABBREVIATIONS

TERM	EXPLANATION
AOD	Above Ordinance Datum. Height, in metres, above a fixed point. Used to assess matters of comparative heights in long distance views and flooding modelling
AQMA	Air Quality Management Area
BCN	Breach of Condition Notice. Formal enforcement action to secure compliance with a valid condition
CHA	County Highways Authority. Responsible for offering advice on highways issues relating to planning applications as well as highways maintenance and improvement
CIL	Community Infrastructure Levy – A national levy on development which will replace contributions under 'Planning Obligations' in the future
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
DM	Development Management – the area of planning service that processes planning applications, planning appeals and enforcement work
Design and Access Statement	A Design and Access 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 Local Plan, Minerals and Waste Plans
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')
LBC	Listed Building Consent
LDS	Local Development Scheme - sets out the programme and timetable for preparing the new Local Plan
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
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	The density of a housing development excluding major distributor roads, primary schools, open spaces serving a wider area and significant landscape buffer strips
NPPF	National Planning Policy Framework. This is Policy, hosted on a dedicated website, issued by the Secretary of State detailing national planning policy within existing legislation
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
PINS	Planning Inspectorate
POS	Public Open Space
PPG	National Planning Practice Guidance. This is guidance, hosted on a dedicated website, issued by the Secretary of State detailing national

TERM	EXPLANATION
	planning practice and guidance within existing legislation. Also known as NPPG <i>National</i> Planning Practice Guidance
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
SANGS	Suitable Alternative Natural Greenspaces
SAMM	Strategic Access Management and Monitoring
SCI	Statement of Community Involvement. The document and policies that indicate how the community will be engaged in the preparation of the new Local Plan
SEA/SA	Strategic Environmental Assessment/Sustainability Appraisal – formal appraisal of the Local development Framework
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
SEP	The South East Plan. The largely repealed Regional Spatial Strategy for the South East. All policies in this Plan were repealed in March 2013 with the exception of NRM6 which dealt with the Thames Basin Heath SPA
SNCI	Site of Nature Conservation Importance. A non-statutory designated area of county or regional wildlife value
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. The largest influence on the Borough is the Thames Basin Heath SPA (often referred to as the TBH SPA)
SPD	Supplementary Planning Document – provides additional advice on policies in Local Development Framework (replaces SPG)
SSSI	Site of Special Scientific Interest
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

Further definitions can be found in Annex 2 of the NPPF

1. **NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP**

2. **MINUTES**

To confirm and sign the Minutes of the meeting of the Committee held on 24 June 2020 as a correct record. (Appendix 'A')

(To resolve)

Background Papers

None

Runnymede Borough CouncilPLANNING COMMITTEE24 June 2020 at 6.30pm via MS Teams

Members of the Committee present Councillors M Willingale (Chairman), D Anderson- Bassey (Vice - Chairman), J Broadhead, I Chaudhri, M Cressey, E Gill, C Howorth, , R King, M Kusneraitis, I Mullens, M Nuti, P Snow, J Sohi, S Whyte and J Wilson

Members of the Committee absent: None

Councillors M Maddox and J Olorenshaw also attended for all or some of the meeting via MS Teams as non-members of the Committee.

NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

There were no changes to the Committee membership.

MINUTES

The Minutes of the meeting of the Committee held on 3 June 2020 were confirmed and signed as a correct record.

APOLOGIES FOR ABSENCE

No apologies had been notified. All Members of the Committee were present.

PLANNING APPLICATIONS

The planning applications listed below were considered by the Committee. All representations received on the applications were reported and copies had been made available for inspection by Members before the meeting. The Addendum had also been published on the Council's website on the day of the meeting and sent to all public speakers. An objector and the applicant addressed the Committee on application RU 20/0250.

As the meeting was being held remotely by audio via MS Teams, the Chairman requested that a named vote be taken on each planning application and on the Draft Runnymede Design Guide.

RESOLVED that –

the following applications be determined as indicated: -

<u>APP NO</u>	<u>LOCATION, PROPOSAL AND DEISION</u>
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RU 20/0169	Bellbourne Nursery, Unit 1, Hurst Lane, Egham
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	Proposed demolition of the existing warehouse and the removal of all structures and bunds and the erection of 5 detached dwellings with attached single garages, associated parking and reconfiguration of the existing access to Hurst Lane (amended description 27.5.2020).
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The Committee was supportive of the application subject to an amendment to proposed condition 5 to additionally require removal of all buildings associated with the B8 Use from the site.

The CHDMBC confirmed that the site would remain in the Green Belt on the grant of permission, and that when it was implemented, the B8 Use would be extinguished.

RESOLVED that:

Subject to the completion of a Unilateral Undertaking to secure the agreed contributions to the SANGS and the SAMM ,the CHDMBC be authorised to GRANT permission subject to conditions (amended condition 5 to additionally require removal of all buildings associated with the B8 Use from the site), reasons and informatives listed on agenda

The voting was as follows:

*For the Grant of permission (13) Councillors
Anderson-Bassey, Broadhead, Chaudhri, Cressey, Gill, Howorth, King, Mullens, Nuti, Sohi, Willingale, Whyte and Wilson*

*Against (0)
Abstention (2) Councillors Kusneraitis and Snow.*

RU 20/0250 Unit A, Gogmore Lane, Chertsey

Application seeking outline planning permission for the demolition of the existing building and the erection of 2 no 2 storey buildings (including accommodation in the roof of the front block) containing 9 no flats with associated parking and cycles stores.

Some Members commented on the level of parking provision but acknowledged that the site was in a highly sustainable town centre location in close proximity to various transport routes. In response to Member comments, the CHDMBC confirmed that the Council's Car Parking Standards were 'maximum' Standards and that the extant planning permission RU 17/1911 was a material consideration, and that the emerging car parking standards could not be given any weight in determination of this application. The Committee wished the offer from the developer to provide additional parking spaces outside of the application site to be encouraged and an Informative to this effect would be included on the permission.

The Committee also agreed to the imposition of a condition regarding recording of archaeological details (watching brief) as part of the development works and noted that a typographical error in condition 17 would be resolved.

RESOLVED that:

GRANT permission subject to conditions (amended condition 17 to refer to the site), reasons and informatives listed on agenda, and additional condition regarding recording of archaeological details (watching brief), and an additional informative encouraging the developer to provide additional parking spaces as per their offer.

The voting was as follows:

*For the Grant of permission (13) Councillors
Anderson-Bassey, Broadhead, Chaudhri, Gill, Howorth, King, Kusneraitis,
Mullens, Nuti, Snow, Sohi, Willingale and Wilson*

*Against (2) Councillors Cressey and Whyte.
Abstention (0)*

(Mr Williams, an objector, and Mr Steen, the applicant, addressed the Committee on the above application).

RU 20/0470 American Community School, London Road, Englefield Green

Demolition of the existing single storey Cedars Building and construction of a two-storey academic building and associated landscaping works.

The Committee was fully supportive of the application.

RESOLVED that

GRANT permission subject to conditions (conditions 9 and 10 amended as per addendum), reasons and informatives listed on the agenda.

The voting was as follows:

*For the Grant of permission (15) Councillors
Anderson-Bassey, Broadhead, Chaudhri, Cressey, Gill, Howorth, King,
Kusneraitis, Mullens, Nuti, Snow, Sohi, Willingale, Whyte and Wilson*

*Against (0)
Abstention (0)*

RU 20/0489 11 Beauforts, Englefield Green

Part single, part two storey front and rear extensions (amended plans received 8/6/2020)

Some Members commented on the level of remaining rear garden amenity space and design of the front extension. Officers considered the level of amenity space to be appropriate and that the proposed front extension would not adversely impact on the character of the street scene or residential amenities of adjacent properties.

Some discussion took place over removal of permitted development rights (Classes A and E) and the CHDMBC advised that it would only be reasonable to remove the permitted development rights associated with Class A and this was agreed.

RESOLVED that

GRANT permission subject to conditions, reasons and informative listed on agenda, and additional condition removing permitted development rights (Class A)

*For the Grant of permission (11) Councillors
Anderson-Bassey, Broadhead, Chaudhri, Cressey, Gill, Howorth, King,
Kusneraitis, Mullens, Snow and Wilson*

*Against (2) Councillors Nuti and Sohi
Abstention (2) Councillors Whyte and Willingale*

RUNNYMEDE DRAFT DESIGN GUIDE

The Committee considered a draft Design Guide for Runnymede.

To achieve high quality development in the borough to support the objectives of the Runnymede 2030 Local Plan, further detailed guidance was required which would give advice to people who wish to develop land and property, and assist local communities in contributing to the planning process, as well as being a material consideration in decision making by the Council. The Design Guide would be a Supplementary Planning Document (SPD) and had been prepared based on national good practice, and also taking into account opinions of Members and local residents

The Design Guide defined a set of twelve aspirations for the borough that had emerged through the production of the guide. The aspirations described the place that Runnymede wanted to be in the future. The Design Guide provided a series of design standards for Runnymede based on these aspirations, to guide the design of new development which takes place. The Design Guide also included a detailed character assessment of the borough to help understand more local design characteristics and included separate guidance specifically for householder extensions and alterations

The draft SPD would undergo a period of public consultation following which any representations received would be considered by the Committee prior to adoption. The Draft SPD had been the subject of screening in respect of the Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) which had concluded that neither a SEA nor HRA was required

Members noted that the Draft Design Guide had been shortlisted for this year's National Planning Awards (run by Planning and Placemaking Resource) which rewarded excellence in professional planning work and related activities.

A Member asked if the Community Planning Panel referred to in the report was the same as the Citizens Panel. Officers agreed to check, but it was considered advisable for the CHDMBC, in consultation with the Chairman, to be authorised to make any necessary minor factual corrections to the Guide and this was agreed.

The Committee welcomed the draft Design Guide and

RESOLVED that

the draft Design Guide SPD be APPROVED for public consultation for a period of 6 weeks and officers report back thereon to a future meeting of the Committee, and the Corporate Head of Development Management and Building Control, in consultation with the Chairman of the Committee, be authorised to make any necessary minor factual corrections to the Guide

For the (14) Councillors

Anderson-Bassey, Chaudhri, Cressey, Gill, Howorth, King, Kusneraitis, Mullens, Nuti, Snow, Sohi, Willingale, Whyte and Wilson

Against (0)

Abstention (1) Councillor Broadhead

(The meeting ended at 8.40 pm)

Chairman

3. **APOLOGIES FOR ABSENCE**

4. **DECLARATIONS OF INTEREST**

If Members have an interest in an agenda item please record the interest on the form circulated with this Agenda and email it to the Legal Representative or Democratic Services Officer by 5pm on the day of the meeting. **Members are advised to contact the Council's Legal Section prior to the meeting if they wish to seek advice on a potential interest.**

Members are reminded that a non pecuniary interest includes their appointment by the Council as the Council's representative to an outside body and that this should be declared. Membership of an outside body in their private capacity as a director, trustee, committee member or in another position of influence thereon **should be regarded as a disclosable pecuniary interest, as should an appointment to an outside body by the Council as a trustee.**

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 withdraw from the meeting if the interest is a disclosable pecuniary interest or if the interest could reasonably be regarded as so significant as to prejudice the Member's judgement of the public interest.

5. **PLANNING APPLICATIONS**

The planning applications to be determined by the Committee are attached. Officers' recommendations are included in the application reports. Please be aware that the plans provided within this agenda are for locational purposes only and may not show recent extensions and alterations that have not yet been recorded by the Ordnance Survey.

If Members have particular queries on the applications, please contact Ashley Smith, Corporate Head of Development Management and Building Control by 13 July 2020.

Copies of all letters of representation are available for Members and the public to view on the Planning pages of the Council website

<http://planning.runnymede.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx>.

Enter the planning application number you are interested in, and click on documents, and you will see all the representations received as well as the application documents.

(To resolve)

Background Papers

A list of background papers is available from the Planning Business Centre.

6. **INFRASTRUCTURE DELIVERY & PRIORITISATION SUPPLEMENTARY PLANNING DOCUMENT (SPD) SECOND CONSULTATION (PLANNING, POLICY & ECONOMIC DEVELOPMENT) (JOHN DEVONSHIRE)**

Synopsis of report:

To help secure infrastructure improvements across the Borough to support the 2030 Local Plan further guidance is required to outline how the Council will prioritise infrastructure funding, the relationship between different funding mechanisms and the basis for negotiating financial contributions via Section 106. Members will recall that appropriate guidance was proposed through a draft Infrastructure Delivery & Prioritisation Supplementary Planning Document (SPD) which was approved at the 22 January 2020 Planning Committee for public consultation.

The draft SPD was subject to public consultation during February - April 2020. In light of the comments received a number of minor amendments are proposed to the SPD including:

- Addition of Blue Infrastructure to the list of infrastructure types;
- Confirmation the Council will not request financial contributions through Section 106 toward infrastructure projects physically provided by a development other than for management/maintenance;
- Placing a cap on the monitoring contribution per Section 106 agreement;
- Clarification of how net dwellings/occupants should be calculated;
- Confirming a formula based approach to contributions at outline stage where deemed appropriate;
- Signposting that infrastructure for Controlled Parking Zones (CPZs) may be negotiated;
- Referencing the Playing Pitch Strategy for Outdoor Sports Contributions;
- Adding the methodology used to calculate estimated net floorspace from sites contingent on A320 improvements.

Since consultation of the first iteration of the SPD the Council has received confirmation of the Housing Infrastructure Fund (HIF) grant for A320 improvements. The Council needs to target 100% clawback of the grant through developer contributions from sites identified in the 2030 Local Plan as contingent on the A320 rather than the 25% set out in the first iteration of the SPD. This is considered to be a significant change to the draft SPD requiring further consultation. The period for consultation is proposed for 4 weeks which is the minimum requirement in the Local Planning Regulations 2012 and the Council's Statement of Community Involvement (SCI).

Even with the amendments proposed, the general purpose of the SPD has not changed in that it continues to set out a prioritisation hierarchy, the same cost impacts for different infrastructure types (with the exception of A320) and contains an approach to securing Section 106 agreements once a Community Infrastructure Levy (CIL) is in place.

The amended draft SPD is accompanied by an update of the Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) which determines that a SEA and/or an HRA is not required subject to comments from statutory bodies.

Recommendation(s):

The Planning Committee are recommended to RESOLVE to:

**APPROVE the amended Draft Infrastructure Delivery & Prioritisation SPD
for public consultation for a period of four weeks.**

1. Context of report

- 1.1 The emerging Runnymede 2030 Local Plan seeks to secure infrastructure improvements across the Borough, in parallel with the new development it proposes. The Council's infrastructure evidence to accompany the Local Plan is set out in the Infrastructure Delivery Plan (IDP). The IDP identifies the new infrastructure needed and its broad prioritisation.
- 1.2 In order to secure physical provision or financial contributions from development toward infrastructure, the Council currently enters into Section 106 agreements or undertakings with developers. However, the Council is also in the process of preparing its first Community Infrastructure Levy or CIL, to help fund future infrastructure provision. The National Planning Policy Guidance Note on CIL sets out that when CIL is implemented, local authorities should be clear to developers about how infrastructure projects/types will be paid for, whether through a Community Infrastructure Levy (CIL), Section 106 agreements or both. The draft Infrastructure Delivery & Prioritisation SPD is intended to help provide further clarity on when CIL or S106 will be used to secure new infrastructure or financial contributions towards it. The Infrastructure Delivery & Prioritisation SPD (as amended) is attached at Appendix 'B' to this report.

2. Report and options considered

- 2.1 Members will recall that a draft Infrastructure Delivery & Prioritisation Supplementary Planning Document (SPD) was considered at the 22 January 2020 Planning Committee and approved for a period of public consultation. The draft SPD was subject to public consultation during February - April 2020 and a number of representations were received requesting amendments to the SPD. In light of the comments received a number of minor amendments are proposed to the SPD which would not in themselves normally require further consultation prior to adoption and which do not alter the fundamental purpose of the SPD. These include:
- Addition of Blue Infrastructure to the list of infrastructure types – At the request of the Environment Agency;
 - Confirmation the Council will not request financial contributions through Section 106 toward infrastructure projects physically provided by a development other than for management/maintenance – Considered necessary for clarification;
 - Placing a cap on the monitoring contribution per Section 106 agreement – Requested by developers and considered to be reasonable;
 - Clarification of how net dwellings/occupants should be calculated – considered necessary for clarification;
 - Confirming a formula based approach to contributions at outline stage where deemed appropriate – considered necessary for clarification;
 - Signposting that infrastructure for Controlled Parking Zones (CPZs) may be negotiated – considered necessary for clarification;
 - Referencing the Playing Pitch Strategy for Outdoor Sports Contributions – requested by Sport England and considered necessary for clarification;
 - Adding the methodology used to calculate estimated net floorspace from sites contingent on A320 improvements – considered necessary for clarification.
- 2.2 Since consultation of the first iteration of the SPD the Council has received confirmation of a successful Housing Infrastructure Fund (HIF) bid for A320 and M25 Junction 11 improvements in the form of a HIF grant. The first iteration of the SPD was based on the Council negotiating 25% clawback of the HIF grant which

equated to around £61 per net sqm of development. However, HIF preconditions require the Council to target 100% clawback of the grant through developer contributions from sites identified in the 2030 Local Plan as contingent on the A320 once a policy compliant development can be achieved. This equates to around £246 per net sqm and is a significant modification to the draft SPD which is considered to require further consultation.

- 2.3 Aside from the modifications proposed, the SPD is the same as the first iteration in that it suggests a prioritisation hierarchy, includes cost impacts for different infrastructure types and contains an approach to securing Section 106 agreements once a Community Infrastructure Levy (CIL) is in place.
- 2.4 It is considered that the amendments made to the first iteration of the draft SPD, especially the changes in light of HIF, should undergo a further period of public consultation following which any representations received will be considered prior to adoption. The period for consultation is proposed for 4 weeks which is the minimum requirement in the Local Planning Regulations 2012 and the Council's Statement of Community Involvement (SCI).

3. **Policy framework implications**

- 3.1 Supplementary Planning Documents (SPD) do not form part of the Development Plan for Runnymede but are a material consideration in decision taking.
- 3.2 The introduction of this SPD, when adopted, will support Corporate Business Plan (2016-2020) themes of 'Improving our Economy' and 'Enhancing our Environment' particularly the priorities to review and support delivery of county and regional infrastructure strategies and support projects which improve integration of road and rail to reduce congestion.
- 3.3 Although not part of the Development Plan, the SPD also supports 2030 Local Plan objectives and policies with respect to infrastructure delivery.

4. **Resource implications**

- 4.1 Implementation of the SPD does not require any additional resources and is within budget.
- 4.2 The National Planning Policy Guidance on Planning Obligations sets out that local authorities can charge a monitoring fee through Section 106 obligations to cover the cost of monitoring and reporting. This can be a fixed percentage or fixed monetary amount and as such there is the opportunity for additional resource to cover the Council's costs.

5. **Legal implications**

- 5.1 None.

6. **Equality implications**

- 6.1 The Council has a Public Sector Duty under the Equalities Act 2020 to have due regard to the need to:
 - a) Eliminate unlawful discrimination, harassment or victimisation;
 - b) Advance equality of opportunity between persons who share a Protected Characteristic and persons who do not share it;

- c) Foster good relations between those who share a relevant characteristic and persons who do not share those characteristics;

in relation to the 9 'Protected Characteristics' stated within the Act.

- 6.2 The draft Infrastructure Delivery & Prioritisation SPD as amended is currently being screened to establish whether there may be an impact whether positive or negative on any of the nine protected characteristics (namely, age, disability, race/ethnicity, pregnancy and maternity, religion, sexual orientation, sex, gender reassignment and marriage / civil partnership). The conclusion of the screening assessment will be reported to the Committee.

7. **Environmental/Sustainability/Biodiversity Implications**

- 7.1 The Infrastructure Delivery & Prioritisation SPD is not part of the Development Plan for Runnymede and as such is not subject to Sustainability Appraisal.
- 7.2 The first iteration of the SPD has been subject to Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) screening which found no likely significant effects on designated habitats or any other significant environmental effects, with comments from the three statutory bodies (Environment Agency, Historic England and Natural England) concurring with this conclusion. The SEA/HRA screening has been updated to reflect the proposed amendments to the SPD and is once again subject to consultation with the three statutory bodies, whose comments will be reported to the Planning Committee. A copy of the updated screening assessment is attached as Appendix 'C' for information.
- 7.3 The SPD has the potential to prioritise and raise funds towards active & sustainable travel, green infrastructure and flood mitigation/drainage which is also likely to benefit sustainability, the environment and biodiversity in general.

8. **Other Implications**

- 8.1 None.

9. **Conclusions**

- 9.1 Planning Committee is asked to RESOLVE to:
 - i) **APPROVE** the amended Draft Infrastructure Delivery & Prioritisation SPD for public consultation for a period of four weeks.

(To resolve)

Background papers

Appendix 'B': Draft Infrastructure Delivery & Prioritisation SPD

Appendix 'C': SEA/HRA Screening Assessment

Draft Infrastructure Delivery & Prioritisation SPD

Runnymede Borough Council

July 2020

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Foreword

This Draft Infrastructure Delivery & Prioritisation SPD sets out guidance on how the Council will prioritise infrastructure funding to support the 2030 Local Plan and how it will operate Section 106 planning agreements and undertakings once a Community Infrastructure Levy (CIL) has been implemented.

The Draft SPD also sets out the cost impact implications of development on various infrastructure types which will act as a starting point for the Council in negotiating financial contributions in lieu of physical infrastructure provision through Section 106 agreements/undertakings.

Once adopted this SPD will replace the existing Planning Obligations Supplementary Planning Guidance (SPG) dated December 2007.

This is the second draft version of the SPD which incorporates a number of amendments with additions highlighted in bold red text and deletions struck through. Amendments are in response to representations received on the first draft version consulted on between February to April 2020 as well as in response to conditions attached to the Council's successful bid to the Housing Infrastructure Fund (HIF) for A320 and M25 Junction 11 improvements.

This second draft SPD is open to public consultation for a period of **4 weeks from Friday 17 July 2020 to 5pm Friday 14 August 2020.**

All representations made during the course of the consultation must be made in writing. Anonymous representations will not be accepted. Any comments that could be construed as derogatory towards any particular individual or group will not be recorded or considered.

Copies of comments received during the course of the consultation will be made available for the public to view on the Council's website. Comments therefore cannot be treated as confidential. Personal details will be redacted prior to publishing. Data will be processed and held in accordance with the Data Protection Act 2018.

We would like you to send us your views electronically if possible. Representations should be sent to: planningpolicy@runnymede.gov.uk

If you are unable to submit your comments electronically please send your written comments to the Planning Policy and Economic Development team, Runnymede Borough Council, Civic Centre, Station Road, Addlestone, KT15 2AH to arrive by the close of the consultation period.

If you need help with your representation, please contact the Technical Administration team in the first instance on 01932 425131 or email planningpolicy@runnymede.gov.uk

1. Purpose of this SPD

- 1.1 The Runnymede 2030 Local Plan proposes the delivery of nearly 8,000 new dwellings, around 80,000sqm of employment and nearly 6,000sqm of retail floorspace. In parallel to this development, new supporting infrastructure is required.
- 1.2 This Supplementary Planning Document (SPD) sets out the Council's approach to infrastructure delivery and funding including how developer contributions will help provide infrastructure and the infrastructure projects that are the Council's priority. The SPD is an important material consideration in the Council's planning decision taking, setting the framework for how the Council will prioritise and fund supporting infrastructure through developer contributions.
- 1.3 In addition to the physical provision of infrastructure by developers, financial contributions in lieu of physical provision are a further means by which a developer can mitigate the impact of their development.
- 1.4 Financial contributions can be secured either by negotiation with the developer through the use of planning obligations commonly referred to as Section 106 or when implemented by the Council, through a non-negotiable contribution called a Community Infrastructure Levy (CIL) or by a combination of both. Developers can also enter into S106 planning obligations unilaterally.
- 1.5 This SPD sets out how the Council intends to approach the negotiation of planning obligations in the short term prior to the implementation of a CIL. The SPD also sets out the Council's approach to negotiating planning obligations once CIL has been adopted.
- 1.6 It is not the role of this SPD to set out the charges associated with a CIL. The preparation of a CIL is subject to different legislative procedures and will be set out in a separate CIL Charging Schedule which will be subject to public consultation and independent examination in due course.
- 1.7 The costs of providing supporting infrastructure associated with the levels of growth set out in the Local Plan are identified in the Runnymede Infrastructure Delivery Plan (IDP) and its accompanying schedules. The schedules show an overall infrastructure cost (without the River Thames Scheme) in the region of £289m with a current funding gap of around £100m.
- 1.8 Given the scale of the funding gap, delivering all the infrastructure needed in the area will be challenging and is unlikely to be met through developer contributions alone. The Council, along with other service providers and partners such as Surrey County Council, will continue to explore other forms of available funding to complement developer contributions.
- 1.9 Other sources of funding will include: -
 - Local Enterprise Partnership (LEP) funding;
 - Central government funding which Runnymede Borough is able to bid for itself or with other organisations such as Transport for South East, Surrey County Council etc;
 - Capital funds identified by the Borough and/or County Council; and

- Funding identified by local area committees.

Infrastructure and Funding

- 1.10 Section 216 of the Planning Act 2008 (as amended) sets out the types of infrastructure to which a CIL charge may be applied. The Runnymede 2030 Local Plan also sets out a definition of infrastructure which expands on this list and to which S106 obligations may also apply.
- 1.11 Some infrastructure, such as utility services, will continue to be delivered by the private sector and it is not the role of this SPD to plan its delivery or set out mechanisms to secure funding. Developers may need to contribute directly to the private sector utility companies for connections or reinforcements to the network, but this is not a matter for this SPD or the responsibility of the Borough Council.
- 1.12 There will also be publicly funded infrastructure where the Borough or County Councils are not responsible for delivery. In these circumstances, the Borough Council may agree Section 106 contributions or apply CIL towards these types of infrastructure, but delivery will be the responsibility of other organisations. The Borough Council will enter into governance arrangements with other public bodies in this respect prior to negotiating or committing any developer contributions to ensure transparency in the transfer and use of any developer funding.
- 1.13 Section 216 of the 2008 Act and the CIL Regulations 2010 (as amended) do not define affordable housing as infrastructure. The Council will therefore continue to secure delivery of affordable housing through Section 106 planning obligations in accordance with the requirements of Policy SL20 of the Runnymede 2030 Local Plan. Applicants are advised to refer to further guidance on the Council's approach to affordable housing including how it applies the vacant building credit on the Council's website.
- 1.14 The Strategic Access Management & Monitoring (SAMM) avoidance measure for the Thames Basin Heaths SPA does not constitute infrastructure and the Council will therefore continue to agree contributions towards SAMM through Section 106 planning obligations.

The Runnymede 2030 Local Plan

- 1.15 The Runnymede 2030 Local Plan sets out the vision, objectives and planning policies for the Borough over the Local Plan period as well as the level of housing, employment and retail development to be delivered.
- 1.16 The 2030 Local Plan contains a number of objectives and policies which are relevant to the delivery of infrastructure whether in general or site specific and which set the framework for the delivery of infrastructure and means for funding.
- 1.17 The Local Plan also sets out the spatial strategy for the Borough to 2030. The strategy in Policy SD1 distributes development to the most sustainable locations in the Borough including the strategic allocation of Longcross Garden Village. The distribution of development is set out in Table 1-1 and ultimately drives the requirement and location for infrastructure.

Table 1-1: Runnymede Local Plan 2015-2030 Spatial Distribution of Development

Location	Development Type (Net)			
	Residential ¹	Employment	Retail	Student
Addlestone (including Rowtown)	1,267 units	11,700sqm	4,400sqm	0 beds
Chertsey (including Chertsey South)	2,236 units	0sqm	910sqm	0 beds
Egham	956 units	41,580sqm	630sqm	198 beds
Longcross	1,789 units	42,350sqm ²	TBD	0 beds
Virginia Water	426 units	0sqm	0sqm	0 beds
Woodham & New Haw	123 units	20,000sqm	0sqm	0 beds
Englefield Green	611 units	0sqm	0sqm	3,315 beds
Ottershaw	300 units	0sqm	0sqm	0 beds
Thorpe	89 units	0sqm	0sqm	0 beds

¹ Includes Traveller Pitches & C2 Units

² Includes 35,000sqm for a data centre.

2. Infrastructure Hierarchy & Prioritisation

Infrastructure Requirements of the Spatial Strategy

- 2.1 Delivery of the 2030 Local Plan spatial strategy will add to pressure on existing infrastructure capacity within the Borough and needs to be mitigated or improved so that infrastructure can cope with the additional demands upon it. Infrastructure demands will be greatest in those areas where more significant scale development, especially residential development, is being focussed, such as Addlestone, Chertsey, Egham and the strategic allocation of Longcross Garden Village.
- 2.2 Improvements to local infrastructure will focus on these localities as well as the key infrastructure projects which are critical to delivering the Local Plan spatial strategy, such as the A320 and M25 Junction 11 mitigation works.
- 2.3 The Council's Infrastructure Delivery Plan (IDP) and its accompanying schedules set out the projects required to deliver the spatial strategy. The projects listed are a product of discussions with infrastructure partners taking account of the evidence supporting the Runnymede 2030 Local Plan. The IDP schedules cover the period of the Runnymede 2030 Local Plan but are also 'living' documents that can be updated on a regular basis, ensuring that project information remains up to date and can be monitored effectively. The IDP also ranks infrastructure projects and types into those which are critical, essential, a policy high priority or desirable. A description of each of these categories is set out in Table 2-1 based on the descriptions in the IDP.

Table 2-1: Infrastructure Priority Categories

Prioritisation Level	Description
Critical	Infrastructure which must happen to enable growth. Without critical infrastructure development cannot proceed and the Plan cannot be delivered.
Essential	Infrastructure required to mitigate impacts arising from the operation of development. Lack of delivery is unlikely to prevent development in the short-term but failure to invest could result in delays to development in medium-long term as infrastructure capacity becomes constrained.
Policy high priority	Infrastructure supporting wider strategic or site-specific objectives as set out in Plan Policies but lack of delivery would not prevent development.
Desirable	Infrastructure required for sustainable growth but unlikely to prevent development in short to medium term.

- 2.4 The Borough Council will coordinate and prioritise contributions or physical delivery of infrastructure secured from development through Section 106/**Section 278** and/or CIL in accordance with the hierarchy of prioritisation set out in Table 2-2. This includes Local Plan allocation sites unless the allocation Policy specifically indicates otherwise. **In respect of the A320 road improvement scheme, it should be noted that the A320 corridor and M25 Junction 11 improvements are listed as 'critical' infrastructure in Table 2-2. The improvement scheme is required to enable a**

number of development sites allocated in the Local Plan which are dependent upon the improvements proposed, to come forward. To enable early delivery of the scheme, forward funding has been secured through a Housing Infrastructure Fund (HIF) grant from Government. In accordance with the conditions attached to the grant, all development contingent on A320 improvements included in the HIF bid award will be expected to make a contribution towards repayment of the grant. Such contributions will take account of the need to ensure a fully policy compliant development, including any CIL charge, affordable housing, sustainable design and any other infrastructure required by 2030 Local Plan policies. Further detail on the approach to securing contributions to repay the HIF grant can be found in Section 3 of this SPD.

- 2.5 The **other** exception to the hierarchy is Longcross Garden Village, where the mix of infrastructure types and timing will be agreed as part of a bespoke Section 106 agreement. Given the strategic nature of the site and its delivery in phases, not having a separate approach could prejudice the early and comprehensive delivery of infrastructure which will be fundamental to delivering a new settlement to garden village principles, **although the approach to HIF grant repayment for the garden village will be negotiated as set out in Section 3 of this SPD.**

Table 2-2: Infrastructure Hierarchy: Types of Infrastructure within each Priority Category

Prioritisation Level	Infrastructure Project/Type
1) Critical	Suitable Accessible Natural Greenspace (SANG); Improvements to junctions and links on the A320 Corridor and M25 Junction 11 as identified in the A320 North of Woking bid as awarded and at the St Peter's Hospital Roundabout (junction 8).
2) Essential	Improvements to the Local or Strategic Road Network not identified as A320 Corridor improvements as specified above; Active and sustainable transport improvements and facilities; Early years, primary and secondary education facilities including SEN; Primary, secondary and mental healthcare facilities; Flood defence and drainage projects.
3) Policy High Priority	Green and Blue Infrastructure (GI & BI) including outdoor sports, playspace for children & teenagers, parks & gardens, amenity greenspace, main rivers, water courses, floodplains, river corridors and wetlands; Built community space and facilities;
4) Desirable	Allotments;

	<p>Natural and semi-natural greenspace not designated as SANG;</p> <p>Biodiversity Opportunity Area (BOA) projects and Priority Habitat restoration/enhancement projects;</p> <p>Emergency service infrastructure.</p>
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Justification

- 2.6 A hierarchy is therefore used to ensure the Council determines which infrastructure projects or types should be prioritised for funding. The hierarchy is broadly established by the IDP but also reflects the infrastructure priorities of the Local Plan. As such, there are some infrastructure projects/types which the Borough Council give a higher priority than the IDP, specifically on highway impacts and need for additional built community space. This is set out in Table 2-2.

Neighbourhood Funding ‘Top Slice’ from CIL Receipts

- 2.7 Whilst not relevant to Section 106 contributions, the CIL Regulations 2010 (as amended) require an element of CIL funds to be top sliced for local neighbourhood projects before any funds can be spent on critical infrastructure. In areas without ‘made’ neighbourhood plans the amount top-sliced is 15% of the CIL funds raised through development in that area capped to a maximum of £100 per dwelling. For areas with ‘Made’ neighbourhood plans this ‘top slice’ rises to 25% and is uncapped.
- 2.8 There are no Parish or Town Councils in Runnymede Borough, however the neighbourhood funding element must still be ‘top-sliced’ from CIL receipts. In areas without Town or Parish Councils the neighbourhood funding element is retained by the Borough Council and the Council will engage with communities where development has taken place to agree how best to spend the neighbourhood funding element collected.
- 2.9 For areas with neighbourhood forums the Borough Council will engage with the forum to determine infrastructure priorities if these are not set out within a ‘made’ neighbourhood plan. For areas without neighbourhood forums the Borough Council will determine the size and boundaries of areas that constitute a ‘neighbourhood’ and engage with the communities in those areas.
- 2.10 The Council’s Statement of Community Involvement (SCI) does not set out procedures for engaging with neighbourhoods on the neighbourhood funding element of CIL. In this respect the Council will take account of advice in the Planning Practice Guidance Note on CIL¹ on how to engage with its neighbourhoods.

Infrastructure Delivery Mechanisms

- 2.11 Whether Section 106, Section 278 or CIL, infrastructure can be secured either as the physical provision of infrastructure delivered by the developer or as a financial contribution towards infrastructure delivered by the Council or other infrastructure and service providers.

¹ Planning Practice Guidance: CIL (2019) MHCLG. Available at: <https://www.gov.uk/guidance/community-infrastructure-levy>

- 2.12 Where physical provision of infrastructure is agreed, it will usually be a requirement of a Section 106 planning obligation that developers provide the infrastructure and make a contribution towards its management and/or maintenance. There will also be some physical infrastructure that is not secured through Section 106. This can include physical improvements to the public highway which are secured through Section 278 agreements with the Highways Authority with delivery either by the developer directly or the Highways Authority.
- 2.13 A financial contribution taken in lieu of physical infrastructure provision is normally the cost equivalent to physical provision of infrastructure. The contribution collected is either spent by the Borough Council in the case of infrastructure provided by the Borough or transferred/**payed directly** to the relevant service provider who delivers the infrastructure (e.g. Surrey County Council for local highways infrastructure).
- 2.14 CIL receipts can be spent on any infrastructure project defined under Section 216 of the Planning Act 2008 (as amended)². For contributions collected through Section 106 there are restrictions on when a planning obligation can be agreed which restricts the type of infrastructure on which funds can be spent. The restrictions set out in CIL Regulation 122 and NPPF paragraph 56 are that a planning obligation in a Section 106 agreement must be:
- a) Necessary to make the development acceptable in planning terms;
 - b) Directly related to the development; and
 - c) Fairly and reasonably related in scale and kind to the development.
- 2.15 Once CIL is implemented, the Borough Council will use CIL as the key vehicle to deliver infrastructure improvements in the Borough except for 'critical' infrastructure **(including repayment of the HIF grant for A320 & M25 J11 improvements)** and/or physical provision which will continue to be secured through Section 106 and/or Section 278 agreements in order to ensure that development is acceptable in planning terms. **This approach includes the 2030 allocation sites, with the exception of Longcross Garden Village where delivery will solely be through S106/S278.**
- 2.16 In terms of Suitable Alternative Natural Greenspace (SANG), which is critical infrastructure required to avoid impact to the Thames Basin Heaths Special Protection Area (SPA) both bespoke SANG solutions provided by a developer and financial contributions toward SANG which the Borough Council delivers will be secured through S106 obligations. To ensure that sites of less than 10 units can continue to avoid impact to the SPA, contributions toward SANG from small sites will be made through Unilateral Undertakings.
- 2.17 The A320 and M25 Junction 11 mitigation works ~~will be delivered with the help of~~ **as identified in the A320 North of Woking HIF award have been forward funded by a HIF grant from Homes England which requires recovery. The conditions of HIF require the Council to target recovery of 100% of the monies from developments dependent upon the improvement scheme going ahead, through** financial contributions ~~from developers~~ and/or physical provision, secured through Section 106 and Section 278 agreements. Contributions will be required from those sites identified in the Runnymede 2030 Local Plan as contingent on the A320 and M25 Junction 11 improvements **and further detail is set out in Section 3 of this SPD.** ~~The Borough~~

² Roads and other transport facilities, flood defences, schools and other educational facilities' medical facilities, sporting & recreational facilities and open spaces

~~Council will also apply CIL receipts to the A320 project from sites not contingent on A320 improvements, if required.~~

- 2.18 From December 2020 the Borough Council has to prepare annual Infrastructure Funding Statements. These monitor the infrastructure contributions Runnymede has collected and spent. The statements must also set out the types of infrastructure to which Section 106 and CIL apply.
- 2.19 The Borough Council can choose to use funding from different routes to fund the same infrastructure provided this is indicated in the Infrastructure Funding Statement. This SPD guides the content of the Infrastructure Funding Statement and the Council’s approach to this is set out in Table 2-3.

Table 2-3: Section 106 & Application of CIL

<p>Prior to the implementation of a CIL Charge</p> <p>The Borough Council will secure physical infrastructure mitigation or improvements through Section 106 agreements from major development sites³. The Borough Council will also secure financial contributions in lieu of physical infrastructure mitigation or improvements through Section 106 agreements from major development sites.</p> <p>As the Highways Authority, Surrey County Council may also secure improvements to the public highway from development either as a financial contribution or through physical delivery by developers secured by Section 106 or Section 278 Highway Agreements as appropriate.</p>	
<p>On implementation of a CIL Charge</p> <p>The Borough Council will secure the physical provision of infrastructure from development through Section 106 or Section 278 agreements as appropriate, where this is indicated in specific policies of the Runnymede 2030 Local Plan and/or where this is preferable to financial contributions in lieu of physical provision.</p> <p>For ‘critical’ infrastructure which is not physically provided by a developer, the Borough Council will seek contributions in lieu of provision through Section 106 or Section 278 agreements as appropriate.</p> <p>For other infrastructure priorities or where Runnymede 2030 Local Plan policies indicate a financial contribution in lieu of physical provision, the Borough Council will secure these contributions through the application of the CIL charge.</p> <p>The Council may apply CIL receipts to infrastructure projects or types which have already been part funded by Section 106 obligations, Section 278 agreements or other funding sources.</p> <p>The approach to funding different infrastructure types will be further detailed in Infrastructure Funding Statements guided as below.</p>	
Infrastructure	Infrastructure Delivery Mechanism

³ Sites of 10 or more dwelling units or residential sites 0.5ha or more in area or non-residential development of 1,000sqm or more or 1ha in area or more.

<p>A320 & M25 Junction 11</p>	<p>Physical provision of required improvements to the A320 & M25 Junction 11 improvements by a developer secured through Section 106 & Section 278 agreement from sites contingent on A320 and M25 Junction 11 improvement works as identified in Local Plan Policy SD2 where this is preferable and equivalent to a financial contribution; or</p> <p>Financial contributions in lieu of A320 and M25 Junction 11 improvement works secured through Section 106 & Section 278 agreements from sites contingent on A320 and M25 Junction 11 improvement works as identified in Local Plan Policy SD2; and</p> <p>Financial contributions from CIL for A320 & M25 J11 improvements.</p>
<p>Thames Basin Heaths SPA avoidance measures</p>	<p>Provision of SANG as avoidance for the Thames Basin Heaths SPA and its management & maintenance in perpetuity secured physically or through financial contributions in lieu of provision through Section 106 agreements¹; and</p> <p>Financial contributions towards Strategic Access Management & Monitoring (SAMM) secured through Section 106 agreements¹.</p>
<p>Other Highway Mitigation and/or Improvements (beyond A320 and Junction 11 M25 improvements)</p>	<p>Physical provision or financial contributions in lieu of site-specific mitigation or improvements to the local road network as identified through individual Travel Plans/ Transport Assessments secured through Section 106 and Section 278 agreements (non A320 & M25 J11); and/or</p> <p>Financial contributions from CIL to the local or strategic road network as identified in the IDP Schedules or Runnymede Local Transport Strategy.</p>
<p>Active & Sustainable Travel</p>	<p>Physical provision or financial contributions in lieu of site-specific mitigation or improvements for active & sustainable travel projects as identified through Travel Plans/Transport Assessments secured through Section 106 & Section 278; and/or</p> <p>Financial contributions from CIL for active & sustainable travel projects as identified in the IDP Schedules or Runnymede Local Transport Strategy.</p>
<p>Education</p>	<p>Physical provision of on-site early years and primary education facilities at Longcross Garden Village secured through Section 106. Financial contributions in lieu of secondary education facilities secured through Section 106 from Longcross Garden Village; or</p> <p>From sites other than Longcross Garden Village, financial contributions from CIL in lieu of early years, primary and secondary education facilities.</p>

Health	<p>Physical provision of on-site land and/or facilities for health-related infrastructure required by Local Plan Policies SL12 & IE8 and physical provision of on-site land for health related infrastructure required by Local Plan Policy SL12 secured through Section 106; and or</p> <p>From sites other than Local Plan allocations SL12 & IE8, financial contributions from CIL in lieu of health related infrastructure facilities;</p>
Flood Defence & Drainage	<p>Physical provision of flood defence/mitigation and/or drainage infrastructure and their management & maintenance secured through Section 106; and/or</p> <p>Financial contributions from CIL in lieu of flood defence/mitigation and drainage infrastructure and their management & maintenance;</p>
Green Infrastructure (Children & Teenager Playspace)	<p>Physical provision of on-site equipped and unequipped playing space for children and teenagers and its management & maintenance as required by Local Plan Policies SD10, SL3, SL5 to SL18 and SL26 secured through Section 106; or</p> <p>From sites other than Local Plan allocations SD10, SL3, SL5 to SL18 and SL26 financial contributions from CIL in lieu of equipped and unequipped playing space for children & teenagers and their management & maintenance.</p>
Green Infrastructure (Outdoor Sports)	<p>Physical provision of outdoor sports facilities and/or playing pitches and their management & maintenance as required by Local Plan Policies SD10, SL6, SL11, SL12 & SL26 secured through Section 106; or</p> <p>From sites other than SD10, SL6, SL11, SL12 & SL26, financial contributions from CIL toward outdoor sports/ playing pitches and their management and maintenance.</p>
Green Infrastructure (Parks & Gardens)	<p>Physical provision of a Park & Garden and its management & maintenance as required by Local Plan Policy SL9 secured through Section 106; or</p> <p>For sites other than Local Plan allocation SL9 financial contributions from CIL toward parks & gardens and their management & maintenance.</p>
Green Infrastructure (Allotments)	<p>Physical provision of allotment plots and their management & maintenance as required by Local Plan Policies SD10, SL6, SL11, SL12 & SL26 secured through Section 106; or</p> <p>For sites other than SD10, SL6, SL11, SL12 & SL26 a financial contribution from CIL toward allotment plots and their management & maintenance.</p>

Blue Infrastructure	<p>Physical provision of blue infrastructure projects and their management & maintenance secured through Section 106; or</p> <p>A financial contribution from CIL toward blue infrastructure projects and their management & maintenance.</p>
Built Community Facilities	<p>Physical provision of land for a Community Hub Building required by Local Plan Policy SL14 secured through Section 106; or</p> <p>For sites other than SL14 a financial contribution from CIL toward provision or enhancement of built community facilities.</p>
Biodiversity	<p>Physical provision of biodiversity improvements and priority habitat restoration and their management & Maintenance secured through Section 106 (not SANG); or</p> <p>Financial contributions from CIL toward Green and Blue Infrastructure projects not already set out in this table including biodiversity improvements and priority habitat restoration (not SANG);</p>
Emergency Services	Financial contributions from CIL toward emergency services facilities.

¹Includes Unilateral Undertakings for sites less than 10 units and/or less than 0.5ha in area.

Justification

2.20 The SPD also sets out the Council's approach to Section 106 obligations before and after a CIL Charging Schedule has been implemented **and** adopted. The SPD therefore includes guidance to ensure that it is clear what the basis is for requiring Section 106 contributions after CIL is adopted and implemented and how it intends to fund infrastructure projects or types. This helps to ensure that developers have certainty on the financial contributions they will be expected to make and through which funding mechanism.

3. Approach to Section 106 Financial Contributions

- 3.1 The power of a local planning authority to enter into a planning obligation with anyone having an interest in the land to which a development relates is contained within Section 106 of the Town & Country Planning Act 1990 (as amended). Obligations made under Section 106 (S106) can be in the form of a planning obligation or unilateral undertaking (where the Borough Council is not a party to the agreement).
- 3.2 An obligation can only be created by a person with an interest in the land to which a planning application relates. The main features of a planning obligation are set out in the National Planning Practice Guidance Note (PPG) on Planning Obligations⁴
- 3.3 The costs of expected impacts from development are derived on a per person, per dwelling or per sqm basis depending on the infrastructure type. The cost impact from development on infrastructure is evidenced from the Runnymede Infrastructure Needs Assessment (INA)⁵ and Infrastructure Delivery Plan (IDP)⁶ which underpinned the 2030 Local Plan. To enable growth the IDP sets out the future infrastructure needs for the Borough. The projects in the IDP Schedules form the basis for requesting developer contributions as they are evidence of future infrastructure needs required to support Local Plan growth and are necessary to make development acceptable in planning terms.
- 3.4 When seeking Section 106 contributions the Borough Council will use the calculations of cost impact set out later in this SPD as the basis for negotiation. The cost impact calculations are not tariffs to be applied rigidly but are an aid to the Council as a starting point for negotiation. The exception to this is 'critical' infrastructure **for SANG** where the costs are required to guarantee avoidance/mitigation to a standard necessary for development to proceed **without significant effect on protected sites of nature conservation importance**. Contributions will be negotiated on a site by site basis and this will be the approach taken to all residential development (excluding use Class C1) including Local Plan allocations and student accommodation.
- 3.5 **Where physical delivery (either in whole or proportionally) of an infrastructure project has been secured through S106/S278 the Council will not require a financial contribution through S106 for that infrastructure project from the same planning permission, other than for management and/or maintenance over a specified period or for A320 contingent sites where a financial contribution is required on top of physical provision to ensure a proportionate contribution is secured. The Council may however still request a financial contribution through S106 toward an infrastructure type physically delivered through S106/S278 where individual site assessments indicate this is necessary to make a development acceptable in planning terms. An example may be where site access or a localised improvement to a road junction is physically delivered but contributions towards wider highway improvements are required to mitigate development as evidenced in Transport Assessments/Travel Plans.**
- 3.6 The cost impact calculations do not apply to non-residential floorspace. For these types of development, the Borough Council will negotiate contributions on a case by case

⁴ Planning Practice Guidance Note: Planning Obligations (2019) MHCLG. Available at: <https://www.gov.uk/government/collections/planning-practice-guidance>

⁵ Runnymede Infrastructure Needs Assessment (2017) Aecom. Available at: <https://www.runnymede.gov.uk/article/15570/Infrastructure>

⁶ Runnymede Infrastructure Delivery Plan (2017) Aecom. Available at: <https://www.runnymede.gov.uk/article/15570/Infrastructure>

basis. This will also apply to mixed use development although for any element of residential development the starting point for contributions will be the cost impact calculations set out in this SPD.

- 3.7 The Borough Council considers its cost calculations to be viable given the evidence of viability for the Local Plan and CIL. If developers consider that the application of Section 106 financial contributions would render their development unviable, appropriate evidence must be submitted to demonstrate this with an indication of the level of contributions which would be achievable. The cost to the Council of engaging independent viability advice to review viability evidence will be at the expense of the applicant.
- 3.8 In negotiating Section 106 contributions the Council will have regard to the requirements of CIL Regulation 122 and paragraph 56 of the NPPF (2019).
- 3.9 The Borough Council may from time to time require developments to deliver infrastructure via planning conditions rather than planning obligations. This could be for infrastructure such as sustainable drainage systems (SuDS), flood mitigation measures, other green infrastructure improvements and/or public art. In these instances, the Council will consider the need to secure other infrastructure by condition on a case by case basis having regard to infrastructure prioritisation in Table 2-2 of this SPD.

Implementation

- 3.10 Applicants should engage with the Borough Council in pre-application discussions to obtain the local planning authority's view of proposals and also to clarify the likely content of a Planning Obligation or Heads of Terms at the earliest opportunity.
- 3.11 In cases where this SPD indicates a Section 106 agreement or undertaking or Section 278 agreement is required, applications for planning permission for minor schemes should be accompanied by a draft agreement or unilateral undertaking. In other cases, it will be acceptable to provide detailed draft heads of terms.
- 3.12 The **Borough** Council's full legal fees in drafting, preparing and checking a Section 106 agreement or unilateral undertaking will have to be paid by the developers before the agreement or undertaking is executed. The **Borough** Council's full legal fees will also have to be paid in the event of the agreement/undertaking not being completed for whatever reason, or where planning permission is refused or where the developer does not proceed with the development or proposal. The **Borough** Council's legal fees are charged at an hourly rate based on the actual number of hours required to deal with all the reasonable work incurred. **Surrey County Council also seek legal fees in the preparation of legal agreements where a contribution is for infrastructure or services provided by the County Council. Further guidance on County's legal fees can be found in their developer contribution guide¹¹**
- 3.13 The submission of a completed unilateral undertaking does not mean that an application is necessarily acceptable. Its content will still need to be assessed in relation to all other material planning considerations. If following consideration of a planning application the scheme is refused, any sums paid to the Local Authority, excluding legal fees, will be returned following the expiry of the time limit for lodging an appeal or sooner if requested.
- 3.14 Developers will be expected to inform the Borough Council when any development is about to commence. This will trigger the necessary steps to be undertaken to comply

with the terms of the agreement and will be the reference point for any future milestones in the process.

- 3.15 If specific obligations are time limited and cannot be discharged within the agreed time period, arrangements will be made for any unspent financial contributions to be returned where appropriate. This would not normally apply to unilateral undertakings.
- 3.16 Infrastructure Funding Statements (IFS) will be prepared on an annual basis to highlight the various benefits resulting from contributions collected throughout the year and to show how such improvements have contributed, or are yet to contribute, to the infrastructure and essential public services of the area.
- 3.17 The Planning Practice Guidance Note on Planning Obligations⁷ sets out that local authorities can charge a monitoring fee through Section 106 obligations to cover the cost of monitoring and reporting on delivery of that Section 106 obligation. Fees can either be a fixed percentage or fixed monetary amount but must be proportionate and reasonable to reflect the actual cost of monitoring.
- 3.18 In this respect, a monitoring charge of 5% of the total value of the Section 106 agreement or undertaking, **capped at a maximum of £10,000** will be charged and added to each Section 106 agreement or undertaking **with 1% (or £2,000 if capped) of this passed to the County Council to meet their monitoring costs.**
- 3.19 To maintain the value of any contribution sought, a S106 obligation will be subject to indexation during the period when planning permission was granted to when payment of the contribution is made. This will be based on the appropriate method of indexation for each specific obligation.
- 3.20 The Borough Council will also negotiate any increase or decrease in Section 106 contributions through a deed of variation if planning applications seek to vary the original permission.
- 3.21 The following sections set out the Council's infrastructure cost impact calculations for a range of infrastructure types and projects set out in the INA and IDP.
- 3.22 Where a cost impact calculation is based on occupancy, financial contributions will be negotiated on the standard occupancy ratios based on the Thames Basin Heaths SPA Strategic Access Management & Monitoring (SAMM) strategy, shown in Table 3-1, below.

Table 3-1: Standard C3 Residential Occupancy Rates & Size (sqm)

Dwelling Units Size	Occupancy Rate (no of persons)	Size (sqm)
1 bed	1.4	50
2 bed	1.85	70
3 bed	2.5	95
4 bed	2.85	125
5+ bed	3.7	145

- 3.23 When calculating the number of bedrooms for C3 dwellings, additional habitable rooms capable of realistic conversion to bedrooms will be included. Habitable rooms capable of future conversion into a bedroom will include, for a dwelling house with more than

⁷ Planning Practice Guidance: Planning Obligations (Sept 2019) MHCLG. Available at: <https://www.gov.uk/guidance/planning-obligations>

one storey, any room at first floor level and above with an external window (excluding bathrooms and the like), with a floor area greater than 7.5 sqm⁸.

- 3.24 For C2, C4 and student accommodation, the cost impacts will be applied based on an occupancy of 1 person per bedspace, except for SANG/SAMM contributions which will be considered on a case by case basis. If a C2 or student accommodation scheme replaces an existing residential use (C2, C3 or student accommodation) a comparison will be made with the lawful occupancy of the existing residential use so that the net impact of additional occupants can be taken into account.
- 3.25 Where cost impacts are based on a sqm basis, the Borough Council will negotiate contributions based on the net sqm of development and where based on number of dwellings, it will be based on the net number of dwellings. Other than for SANG infrastructure, affordable housing units/floorspace and occupants will not be expected to be included in the calculation of financial contributions. SANG is treated differently because all net dwellings have an impact on the SPA which must be avoided to ensure no likely significant effect. **The Council is currently reviewing the way it charges development for SANG and if changes are made these will be set out in a Thames Basin Heaths SPD.**
- 3.26 **The net number of market dwellings/occupancy will be calculated on the gross market dwellings/occupants proposed minus existing occupants/dwellings to be demolished multiplied by the percentage of market housing proposed. For example, a development proposes 100 market dwellings which is 65% of total housing proposed and existing dwellings to be demolished on site is 10. Net market dwellings will be $100 - (10 \times 0.65) = 93.5$. The same formula can be used for occupants which can be calculated from Table 3-1. Net sqm will be calculated using the formulas in CIL Regulations 40, 50 and Schedule 1.**
- 3.27 For outline planning applications where the housing mix and therefore occupancy/floorspace is unknown, the Council will apply **a formula based approach in the S106 secured at outline stage to ensure that the physical delivery or financial contributions secured reflect the development as implemented where it is deemed by officers appropriate to do so.** ~~cost impact calculations based on a mix of dwellings which would be policy compliant with Policy SL19 of the Runnymede 2030 Local Plan. If at Reserved Matters stage, housing mix and therefore occupancy/floorspace, is different to that calculated at outline stage, the Council will negotiate either an increase or decrease in contributions as appropriate via a deed of variation to the original Section 106 or, will require a supplementary unilateral undertaking.~~
- 3.28 **Section 106 financial contributions for infrastructure or services provided by Surrey County Council will need to be paid directly to the County Council along with any payment for their proportion of monitoring fees and legal fees.**

⁸ Minimum floor area for a 1 bedspace bedroom as given by the Technical Housing Standards Nationally Described Space Standard (2015) CLG. Available at: <https://www.gov.uk/government/publications/technical-housing-standards-nationally-described-space-standard>

Infrastructure Cost Impact Calculations

Critical Infrastructure

A320 Corridor & M25 Junction 11 Improvements

- 3.29 **Forward funding to enable early delivery of the A320 corridor and M25 Junction 11 improvements has been secured through the Housing Infrastructure Fund (HIF). The A320 North of Woking HIF award of £41.8m is slightly lower than the original HIF bid ask, as the improvements required to the St Peter's Hospital roundabout (referred to as Junction 8 in the HIF bid) no longer form part of the successful bid. This junction was removed from the bid as mitigation works (also identified as critical infrastructure) are being funded separately and delivered early.**
- 3.30 **The HIF funding secured from Homes England has conditions attached. One of the conditions is that the Council should target to clawback 100% of the forward fund grant from all new development contingent on the A320 improvements contained in the bid as awarded. The Runnymede 2030 Local Plan identifies the sites that are contingent on improvement works along the A320 corridor.**
- 3.31 **Whilst the A320 corridor and M25 Junction 11 improvements are As 'critical' infrastructure, the Council must also seek to deliver policy compliant development in accordance with the policies of the 2030 Local Plan, such as affordable housing, sustainable design and infrastructure contributions as well as complying with any Community Infrastructure Levy (CIL) rates once implemented. As such, in targeting 100% clawback of HIF for the junctions and links identified in the award, the Council will expect the allocations contingent on these junction and link improvements to achieve a policy compliant development first, followed by clawback of HIF through S106 and/or S278.**
- 3.32 **For information, the Council has calculated what it believes to be the level of contributions required on a per sqm basis to achieve 100% clawback based on the cost impact of A320 corridor improvements secured through HIF.** ~~will seek to mitigate impacts on the A320 corridor on the basis of the cost impact calculation set out in Table 3-4 below. Contributions through Section 106 (or through physical improvements secured through Section 278) will apply to all Local Plan allocations whose delivery is contingent on A320 and M25 Junction 11 improvements. These allocations are set out in the Local Plan.~~
- 3.33 The A320 cost impact has been calculated on an estimate of net square meterage (sqm) proposed at the allocation sites **contingent on A320 improvements specified in the HIF award, with** including netting off affordable housing **netted off**. The estimate of net additional floorspace from **the relevant** sites is set out in Table 3-4 **with the method for calculation set out in Appendix 1 to this SPD**. The estimate of proposed floorspace is based on the housing mix set out in the Council's Strategic Housing Market Assessment which is required by Policy SL19 of the Local Plan as well as the target for affordable housing set out in Policy SL20. As such, estimates are based on policy compliant development. The estimates of existing floorspace are based on the Council's GIS, aerial photography and planning history. Affordable housing floorspace has been netted off by using the formula in Regulation 50 of the CIL Regulations 2010 (as amended).

Table 3-4: Estimated Net Floorspace from Local Plan Allocations Subject to A320 and M25 Junction 11 mitigation

Site	Estimated Existing Floorspace	Estimated Proposed Floorspace	Net Floorspace (discounted for affordable and non-residential)
SD10 – LGV South	9,980sqm	130,251 sqm	86,845 sqm
SL3 – Hanworth Lane (2) (158 Units)	0sqm	12,911sqm	9,719sqm
SL3 – Hanworth Lane (3) (52 Units)	0sqm	3,370sqm	2,350sqm
SL6 – Pyrcroft Road	3,470sqm	23,448 sqm	14,144 sqm
SL11 – Vet Labs	0sqm	12,938 sqm	9,654 sqm
SL12 – Ottershaw E	1,270sqm	17,111 sqm	11,170 sqm
SL14 Bittams A	235sqm	14,961 sqm	10,387 sqm
SL15 Bittams B	800sqm	10,246 sqm	6,677 sqm
SL16 Bittams C	0sqm	867sqm	867sqm
SL17 Bittams D	0sqm	17,111 sqm	12,065 sqm
SL18 Bittams E	0sqm	8,991 sqm	6,335 sqm
Total	15,755sqm	254,930 226,187 sqm	170,213 149,159 sqm

3.34 The amount of estimated net floorspace coming forward is **170,213sqm** ~~149,159sqm~~ from those sites contingent on the A320 **and specified in the HIF award**. In order to mitigate the development sites in the Local Plan dependent on the A320, the Borough Council in partnership with Surrey County Council, made a bid to the Housing Infrastructure Fund (HIF) to secure funds to help deliver the A320 and M25 Junction 11 mitigation works. The **cost of the works** in the HIF **award** bid is for **£41.8m**, of which 25% will be clawed back from developer contributions (£11m). Taking account of contributions already agreed through the Section 106 agreements for the Local Plan allocations at Hanworth Lane (Policy SL3) and St Peter's Hospital (Policy SL13) a residual £9.01m of clawback from developer contributions is required. Taking the residual £9.01m and dividing **this sum** by **170,213sqm** ~~149,159sqm~~ gives the following cost impact per sqm:-

$$\text{£41.8m} / \text{170,213sqm} = \text{£246 per sqm} \quad \text{£9.02m} / \text{149,159sqm} = \text{£61 per sqm}$$

3.35 **The Council will therefore seek to negotiate contributions toward HIF repayment based on the cost impact set out above. The 2030 Local Plan was supported by viability assessments of its policies and requirements as well as bespoke viability which considered the A320 contingent sites and ability to repay HIF⁹. As such, the Council's starting point for negotiations is that A320 contingent sites can achieve 100% clawback based on the cost impact set out above.**

3.36 **However, whilst the target is 100%, the level of clawback will be negotiated on a site by site basis. The Council will aim to maximise the level of contributions that can be raised toward repayment of HIF, based on development viability. Where developers of sites do not consider that 100% clawback is viable having achieved policy compliant development first, planning applications for sites contingent on A320 improvements will be expected to be accompanied by viability assessment(s) of the proposed development.**

⁹ **RBCLP_51: A320 Impact & Longcross Viability Update Study (2019) AGA Ltd. Available at: <https://www.runnymede.gov.uk/article/16273/Runnymede-2030-Local-Plan-Examination->**

- 3.37 **In this respect, the Council will carefully scrutinise site viability assessments and where necessary this will be through the use of specialist viability consultants at cost to the developer. The Council will scrutinise all assumptions used in site viability assessments including the approach to benchmark land value and whether this reflects achieving policy compliant development in line with the Planning Practice Guidance note on Viability¹⁰. This will also be based on developer profit not exceeding 20% on cost (20% blended on market and affordable).**
- 3.38 On occasions developers of A320 contingent sites may wish to bring forward improvements on the A320 corridor including direct physical improvements through Section 106 and Section 278 agreements with Surrey County Council rather than pay a financial contribution **to repay the HIF grant** in lieu of physical provision. Where this is the case, this will need to be negotiated with and to the satisfaction of Surrey County Council as the Highways Authority.
- 3.39 As set out earlier, on implementation of CIL, the Borough Council will continue to secure physical provision or financial contributions **as repayment of the HIF loan** for A320 mitigation through Section 106 and/or Section 278 agreements. ~~However, the Council may also spend CIL receipts on A320 & M25 Junction 11 improvements as appropriate.~~

Justification

- 3.40 Runnymede Borough Council has prepared evidence specific to the A320 corridor. The Council's evidence shows that without mitigation the A320 will suffer 'severe' impacts as a result of growth set out in the Local Plan.

Thames Basin Heaths Special Protection Area

- 3.41 As 'critical' infrastructure the Council will continue to secure physical provision of or contributions in lieu of physical provision for Suitable Accessible Natural Greenspace (SANG) through Section 106 agreements. ~~This will continue~~ **At the current time a contribution of to be £2,000 per dwelling is required (both the amount of money required and the method of calculation is currently being reviewed as part of the preparation of the Thames Basin Heaths Special Protection Area SPD which will be subject to public consultation in due course)** although the Council in negotiation with Natural England may require more bespoke contributions from sites of 50 or more units with in the 5km-7km zone of the Thames Basin Heaths SPA. This will continue following the implementation of CIL.
- 3.42 Strategic Access Management & Monitoring (SAMM) is not infrastructure to which CIL applies, financial contributions towards SAMM will continue to be secured through S106 obligations. This will continue to be £630 per dwelling for all C3 dwellings. The Council in consultation with Natural England may also negotiate SAMM contributions from other types of development and this will be considered on a case by case basis.

Justification

- 3.43 Following implementation of CIL and to ensure that provision of SANG remains directly related to the development proposed, physical provision or financial contributions in lieu of physical provision of SANG will continue to be secured through Section 106 agreements.

¹⁰ <https://www.gov.uk/guidance/viability>

Essential Infrastructure

Other Local Highway, Active & Sustainable Travel & Education

- 3.44 The basis for the education cost impact and financial contribution is set out within Surrey County Council's Developer Contribution Guide¹¹. As such, Surrey County Council will lead in the negotiation of education contributions. **It should be noted that developer contributions may be secured retrospectively, where it has been necessary for Surrey County Council to forward fund education infrastructure projects in advance of anticipated housing growth.**
- 3.45 The Developer Contribution Guide also sets out the steps Surrey County Council will take to secure improvements to the local highway and to mitigate impact through the use of Transport Assessments and Travel Plans including through active & sustainable travel improvements. There is no cost impact stated and mitigation is considered on a case-by-case basis. As such, Surrey County Council will lead in the negotiation of local highway and active/sustainable transport provision or contributions.
- 3.46 **Surrey County Council working in partnership with Runnymede Borough Council may also introduce Controlled Parking Zones (CPZ) in locations around the Borough. Where this is the case, contributions towards the infrastructure required to set up CPZ's (or where an existing CPZ is to be extended) may be negotiated from developments within the vicinity of a planned or extended CPZ. Further detail will be set out in the Council's emerging Parking Guidance SPD.**

Justification

- 3.47 The Borough Council's IDP has identified a number of highway and active/sustainable travel projects which are required to mitigate the cumulative level of development set out in the Local Plan. Surrey County Council are also preparing a Local Transport Strategy (LTS) for the Borough which will contain a number of highway, transport and active/sustainable travel projects which will be included in the IDP in due course.
- 3.48 The Borough Council wishes to see as many of these projects delivered as possible but recognises that sources of funding other than developer contributions will be required to deliver them. The Borough Council will continue to work with Surrey County Council and others to ensure that any financial contributions in lieu of physical provision includes projects identified in the IDP/Transport Strategy, especially where other sources of funding have been secured or can be sought.
- 3.49 In terms of education the government has set out guidance¹² on securing developer contributions towards school places. The guidance states that 'DfE expects local authorities to seek developer contributions towards school places that are created to meet the need arising from housing development' and as such contributions for education infrastructure **are** justified. **The PPG note on Planning Obligations at paragraph 008 also sets out that requirements should include all school phases 0-19 and special educational need.**

¹¹ The Surrey County Council Developer Contribution Guide (2018) SCC. Available at: <https://www.surreycc.gov.uk/land-planning-and-development/planning/transport-development/developer-contributions>

¹² Securing Education Contributions from Development (Nov 2019) DfE. Available at: <https://www.gov.uk/government/publications/delivering-schools-to-support-housing-growth>

Primary Healthcare Facilities

- 3.50 The Runnymede Infrastructure Needs Assessment identifies a cost per sqm for additional GP floorspace as £2,500. Adding in compound inflation¹³ since the cost figures were published in 2016 gives a cost of £2,676 per sqm for GP surgery floorspace with the floorspace equivalent per GP at 165sqm.
- 3.51 The cost impact for ~~GP list size and the cost per sqm~~ for new **primary healthcare** floorspace can be converted into a cost per occupant for new residential development. The calculation of the impact is set out in Table 3-5.
- 3.52 The physical provision of Primary Healthcare facilities or land for such facilities **as required by 2030 Local Plan policies SL12 & IE8** will be secured through Section 106 obligations. Prior to the implementation of a CIL charge, the Council will consult with the relevant health provider to determine whether a financial contribution in lieu of physical provision is required and negotiate a contribution on the basis of the cost impact. In this respect, the Council will expect the relevant health provider to provide evidence of the infrastructure to which any financial contribution would be applied to ensure it meets the tests set out in NPPF, paragraph 56 **and CIL Regulation 122**.
- 3.53 Upon implementation of CIL, the physical provision of primary healthcare facilities or land for such facilities will continue to be sought through Section 106 agreements. Financial contributions in lieu of physical provision will be secured through a CIL charge.
- 3.54 The exception to this will be at Longcross Garden Village where any financial contribution in lieu of physical primary healthcare facilities or land will be secured through Section 106.

Table 3-5: Primary Health Calculation

A. GP Standard Patient List Size	1,800
B. GP Surgery Floorspace Requirement per GP	165sqm
C. Cost of GP Surgery Floorspace per sqm	£2,676
D. Total Floorspace Cost per occupant (C x B)/1800	£245

Justification

- 3.56 The Runnymede Infrastructure Needs Assessment (INA) identifies 9 GP surgeries in Runnymede with a total of 37.7 full time equivalent (FTE) GPs. The average patient list size across the Borough is 2,124 which exceeds the GP to patient standard of 1,800 patients per GP. Only 2 of the 9 surgeries located in Runnymede have patient list sizes lower than the 1,800 standard where additional capacity remains, Packers Surgery in Virginia Water and The Bridge Practice in Chertsey. The locations where GP list sizes are exceeded are shown in Table 3-6.

Table 3-6: GP Surgeries in Runnymede List Size

GP Surgery	FTE GPs	Registered Patients	Patients per GP
Ottershaw Surgery	2.5	5,281	2,112

¹³ As calculated using the Bank of England's Compound Inflation Calculator between years 2016 & 2018

Staines & Thameside Medical Centre	1.7	4,200	2,461
The Abbey Practice, Chertsey	5.9	11,340	1,912
The Crouch Oak Family Practice, Addlestone	6.6	16,108	2,444
The Grove Medical Centre, Egham	4.3	13,949	3,221
The Hythe Medical Centre, Egham	2	4,475	2,237
Runnymede Medical Practice, Englefield Green	6.1	12,144	1,980

- 3.57 Since publication of the IDP, The Bridge and Abbey Practices have merged ensuring that patient list sizes in Chertsey are now below the 1,800 patient standard. However, the Staines & Thameside Medical Centre has now closed which is likely to place further pressure on GP facilities in the Borough especially in the Egham area.
- 3.58 The IDP identifies that additional GP facilities will be required to support growth over the Local Plan period. The IDP estimates that an additional 7.7 FTE GPs will be required equivalent to an extra 1,278sqm of GP surgery floorspace.

High Priority Infrastructure

Built Community Facilities

- 3.59 For the purposes of this SPD, built community facilities cover Borough or County facilities such as community, day or youth centres, public halls and museums.
- 3.60 To enable a contribution to be negotiated, Table 3-7 sets out the cost impact from residential development on built community facilities. This is based on a standard of 65sqm per 1,000 population and construction cost including compound inflation of £1,529 per sqm.
- 3.61 Prior to the implementation of a CIL charge, the physical provision of built community facilities or land for such facilities will be secured through Section 106.
- 3.62 Upon implementation of CIL, the physical provision of built community facilities or land for such facilities will continue to be sought through Section 106 agreements. Financial contributions in lieu of physical provision will be secured through a CIL charge.

Table 3-7: Built Community Facilities Calculation

A. Community Facilities Standard per 1,000 population	65sqm
B. Community Facilities Construction Cost per sqm	£1,529
C. Total Cost per occupant (AxB)/1000	£99

Justification

3.63 The Runnymede IDP has identified a deficit of built community space over the lifetime of the Local Plan as a result of need arising from additional population. The IDP concludes there is a need for around 905sqm of additional built community space across the Borough.

Children's Playspace & Outdoor Sports

3.64 The Runnymede Local Plan sets out requirements for children's playspace and outdoor sports from new development. Policy SL26 of the Local Plan requires that residential development of 20 or more net dwellings will be required to provide new or enhanced children's playspace and outdoor sports provision. Policy SL26 sets out the space standards required for each type based on population as set out below:-

- Children and teen facilities – 0.8ha per 1,000 population
- Outdoor sports facilities – 1.6ha per 1,000 population

3.65 Although Policy SL26 does not differentiate between equipped and unequipped playspace provision, the Fields in Trust (FiT) benchmarks break down playspace to 0.25ha for equipped and 0.55ha for unequipped playspace.

3.66 There are three designations of children's playing space, Local Areas of Play (LAP), Local Equipped Areas of Play (LEAP) and Neighbourhood Equipped Areas of Play (NEAP). The Borough Council currently maintains 41 playing spaces across the Borough with a total area of 4.92ha.

3.67 LAPs typically consist of small areas of incidental amenity space which form informal play areas for children of years 4-6 and may or may not be equipped (typically 400sqm). LEAPs are more formal areas for children's play and are aimed at children of minimum age 5 and are equipped with children's play equipment. NEAPs are larger areas of equipped play space which can serve more than just a single development and are aimed at children of minimum age 8.

3.68 In addition to children's playing space, the Borough Council also makes provision for teen facilities such as multi use game areas (MUGAs).

3.69 The Borough Council also maintains a range of outdoor sports facilities and sports pitches at 7 sites across the Borough with 19 publicly accessible outdoor sports facilities. **The Council has published a Playing Pitch Strategy¹⁴ which sets out evidence of quantity, quality, accessibility and availability of the Borough's playing pitches and associated facilities for a number of sports. The Strategy contains a site-specific action plan for each sporting type and for each playing pitch including a number of specific projects.**

3.70 **Therefore, contributions towards outdoor sports facilities may be secured through physical provision or where it is more appropriate/feasible to do so, by financial contributions in lieu of physical provision to enhance existing outdoor sports facilities as identified by the Council's Playing Pitch Strategy and action plans.**

3.71 The INA identifies a cost for equipped playspace at £348 per sqm which when compound inflation is added since 2016 rises to £373 per sqm. Unequipped playspace

¹⁴ **Runnymede Playing Pitch Strategy (2018) Ploszajski Lynch Consulting Ltd. Available at: <https://www.runnymede.gov.uk/article/15803/Playing-Pitch-Strategy>**

has a cost after compound inflation since 2016 of £27 per sqm. The cost impact and basis for contributions for playspace can be found in Table 3-8.

- 3.72 The INA also identifies a cost after compound inflation since 2016 of £372,851 per ha for outdoor sports **and the Playing Pitch Strategy sets out project specific costs in its action plans**. The cost impact and basis for contributions for outdoor sports **based on the INA** can be found in Table 3-9 .
- 3.73 Prior to the implementation of a CIL charge, physical provision **and financial contributions in lieu of physical provision for** of playspace and outdoor sports will be secured through S106.

Upon implementation of CIL, physical provision of playspace and outdoor sports will continue to be secured through Section 106. Financial contributions in lieu of physical provision will be secured through a CIL charge save for housing allocation sites where financial contributions in lieu of physical provision of playspace or outdoor sports will continue to be requested through S106 where physical delivery is not feasible.

Table 3-8: Playspace Calculation

A. Equipped Playspace Standard per 1,000 population	2,500sqm
B. Informal Playspace Standard per 1,000 population	5,500sqm
C. Equipped Playspace Cost per sqm	£373 ¹
D. Informal Playspace Cost per sqm	£27 ¹
E. Total Cost of Equipped Playspace per occupant (A x C)/1000	£933
F. Total Cost of Informal Playspace per occupant	£149
G. Total Cost of Playspace per occupant	£1,082

Table 3-9: Outdoor Sports Calculation

A. Outdoor Sports Standard per 1,000 population	1.6ha
B. Outdoor Sports Cost per ha	£372,851
C. Total Cost of Outdoor Sports per occupant (A x B)/1,000	£597

Justification

- 3.74 The Runnymede Open Space Study found a deficit of children’s and teen playing facilities across the Borough with the IDP identifying a need for a further 11ha to support Local Plan growth. The IDP Schedules also identify a number of playspace projects to be delivered across the Borough. The IDP also identified a need for an additional 22.3ha of outdoor sports facilities to meet Local Plan growth **and the Playing Pitch Strategy identifies a series of action plans for each sport and playing pitch**.
- 3.75 **The Council’s CIL Viability Assessment takes account of the costs of the 2030 Local Plan allocation sites physically delivering playspace and/or outdoor sports and this is reflected in the Councils’ CIL rates. As such, where a 2030 Local Plan allocation cannot feasibly deliver playspace and/or outdoor sports physically as required by the allocation Policy or Policy SL26, a financial contribution toward off-site provision through S106 is justified given that the costs of off-site provision is not reflected in CIL rates.**

Desirable Infrastructure

Allotments

- 3.76 The Borough Council also manages and maintains a number of allotment sites across the Borough covering some 36ha.
- 3.77 As for children’s playspace and outdoor sports, Policy SL26 of the 2030 Local Plan requires allotment provision on sites of 20 or more dwellings to the following standard:
- 20 standard allotment plots (250sqm) per 1,000 households.
- 3.78 The INA identifies a cost for allotments with compound inflation £248,567 per ha. The cost impact and basis for calculation for allotments can be found in Table 3-10.
- 3.79 Prior to the implementation of a CIL charge, physical provision of allotments will be secured through S106 obligations **and based on net number of market dwellings proposed.**
- 3.80 Upon implementation of CIL, physical provision of allotments will continue to be secured through Section 106 **based on net number of market dwellings.** Financial contributions in lieu of physical provision will be secured through a CIL charge. **As for playspace and outdoor sports however, where 2030 Local Plan Policy SL26 applies to housing allocation sites, financial contributions in lieu of physical provision of allotments will continue to be requested through S106 where physical delivery is not feasible.**

Table 3-10: Allotments Calculation

A. Allotments Standard per 1,000 dwellings (ha)	0.5ha
B. Allotments Cost per ha	£248,567 ¹
C. Total Cost of Allotments per dwelling (A x B)/1000	£124

Justification

- 3.81 The IDP identifies that there is already a deficit of allotment provision with a further 3.8ha required to meet Local Plan growth. **As for playspace and outdoor sports, the Council’s CIL Viability Assessment takes account of the costs of the 2030 Local Plan allocation sites SL6, SL11 & SL12 physically delivering allotments and this is reflected in the Councils’ CIL rates. As such, where allocations SL6, SL11 & SL12 cannot feasibly deliver allotments physically as required by Policy SL26 a financial contribution toward off-site provision through S106 is justified given that the costs of off-site provision is not reflected in CIL rates.**

Calculation of Net Additional Floorspace for Sites Contingent on the A320

Existing floorspace of sites contingent on A320 improvements north of Woking through the HIF forward fund have been estimated from the site's planning history, Council's GIS and aerial photography. Proposed floorspace is based on a policy compliant mix of housing types including market and affordable and dwelling size in line with space standards as set out in 2030 Local Plan Policy SL19.

Policy SL19 expects development to come forward with a mix which reflects the Strategic Housing Market Assessment (SHMA) as follows:

	1 bed	2 bed	3 bed	4 bed
Market	5%	30%	45%	20%
Affordable	35%	30%	30%	5%

Dwelling size is based on the figures in the table below which are all compliant with the space standards set out in 2030 Local Plan Policy SL19:

	Market	Affordable
1 Bed Flats	50	50
2 Bed Flats	70	65
2 Bed House	79	75
3 Bed House*	95	91
4 Bed House	125	115
5 Bed House	145	N/A

*Average based on standards in Policy SL19

1 bed units are assumed to be flats and 50% of 2 bed units are assumed to be flats and their floorspace already discounts communal areas.

Once gross floorspace has been calculated for market and affordable units, existing floorspace and affordable floorspace is netted using the formulas in CIL Regulations 40 & 50 and Schedule 1.

Runnymede Borough Council

**Infrastructure Delivery & Prioritisation
Supplementary Planning Document (SPD)**

Strategic Environmental Assessment (SEA)

Screening Statement - Determination under Regulation 9 of the SEA Regulations 2004

Habitats Regulations Assessment (HRA)

Screening Statement – Determination under Regulation 105 of the Conservation of Habitats
and Species Regulations 2017

June 2020

Introduction

- 1.1. This Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) screening determination has been undertaken by Runnymede Borough Council in their duty to determine whether the Infrastructure Delivery & Prioritisation Supplementary Planning Document (SPD) requires SEA or HRA. A screening assessment was undertaken on a draft SPD in January 2020 and since this date the draft SPD has been the subject of public consultation. Following representations received to the consultation and clarification of the pre-conditions attached to the successful Housing Infrastructure Fund (HIF) bid, a number of amendments have been made to the draft SPD which require a second round of consultation. As such, this SEA/HRA screening is an update to the assessment undertaken in January 2020 to take account of the amendments made to the SPD and whether they would have significant effect.
- 1.2. Regulation 9 (1) of the Environmental Assessment of Plans and Programmes Regulations 2004 requires authorities to determine whether or not a Strategic Environmental Assessment is required for certain plans, policies or programmes. This statement also sets out the Borough Council's determination as to whether Appropriate Assessment is required under Regulation 105 of the Conservation of Habitats & Species Regulations 2017.
- 1.3. Under the requirements of the European Union Directive 2001/42/EC (Strategic Environmental Assessment (SEA) Directive)) and Environmental Assessment of Plans and Programmes Regulations (2004), specific types of plans that set the framework for the future development consent of projects or which require Appropriate Assessment must be subject to an environmental assessment.
- 1.4. There are exceptions to this requirement for plans that determine the use of a small area at a local level and for minor modifications if it has been determined that the plan is unlikely to have significant environmental effects.
- 1.5. In accordance with the provisions of the SEA Directive and the Environmental Assessment of Plans and Programmes Regulations (2004) (Regulation 9 (1)), the Borough Council must determine if a plan requires an environmental assessment. In accordance with Article 6 of the Habitats Directive (92/43/EEC) and Regulation 105 of the Conservation of Habitats & Species Regulations 2017, the Borough Council is the competent authority for determining if a plan requires Appropriate Assessment.

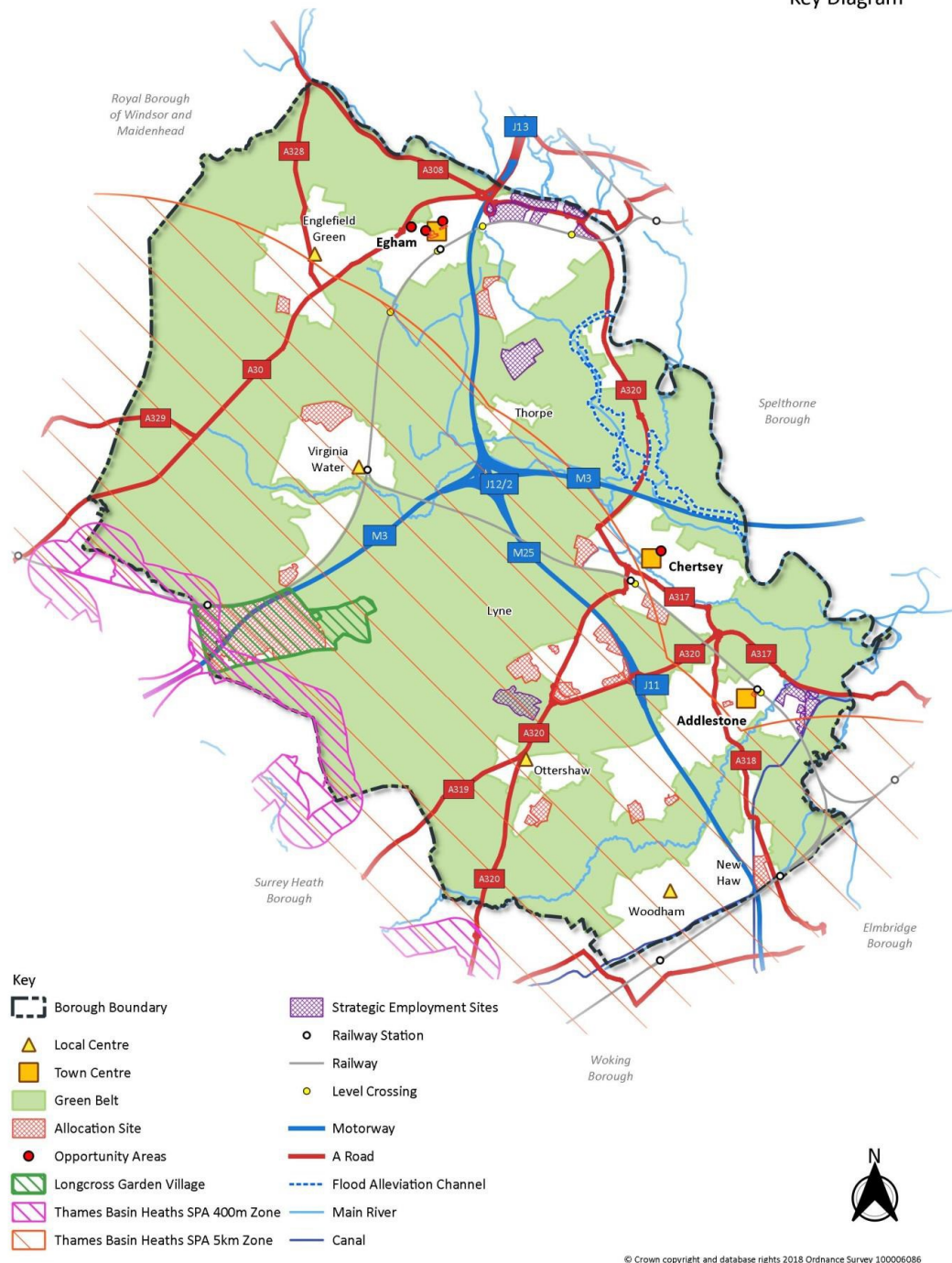
Background to the Infrastructure Delivery & Prioritisation SPD

- 1.6. The Planning & Compulsory Purchase Act 2004 (as amended) makes provision for local authorities to prepare and adopt Local Development Documents which can include SPD's. However, an SPD does not form part of the Development Plan for an area as set out in Section 38 of the Planning & Compulsory Purchase Act 2004 (as amended) but it is a material consideration in taking planning decisions.
- 1.7. An SPD is required to be consulted on and adopted by the Borough Council and once implemented sets out additional planning guidance that supports and/or expands upon the Policies of a Local Plan.
- 1.8. The proposed Infrastructure Delivery & Prioritisation SPD covers all of the area within the jurisdiction of Runnymede Borough Council and contains the urban areas of Addlestone, Chertsey, Englefield Green, Egham, Ottershaw, Woodham & New Haw and Virginia Water. Interspersed between the urban areas is designated Green Belt holding numerous wooded copses, golf courses and businesses as well as small

pockets of development, agriculture and equestrian uses. The M25 and M3 motorways bisect the Borough north-south and east-west respectively and effectively cut the Borough into four quarters. There are six rail stations in Runnymede Borough offering direct services to London Waterloo, Reading & Woking. A plan of the designated area is shown in Plan 1-1.

Plan 1-1: Map of Runnymede Borough

Runnymede Borough
Key Diagram



- 1.9. There are numerous areas of woodland/copses designated as ancient/semi-natural or ancient replanted woodland which are also identified as priority habitat as well as swathes of woodpasture and parkland which is a national Biodiversity Action Plan (BAP) designation. Priority habitat designations also include areas of lowland meadows, lowland heathland, and lowland fens. There are five SSSIs located in the Borough area, Basingstoke Canal, Langham Pond, Thorpe Haymeadow, Thorpe no.1 Gravel Pit and Windsor Forest.
- 1.10. Unit 2 of the Basingstoke Canal SSSI lies to the south of the Borough and is in an unfavourable, no change status which does not meet the PSA target of 95% in favourable or unfavourable recovering status. Status reasons are extent of habitat, lack of plant diversity and poor water quality.
- 1.11. Langham Pond SSSI is formed of 3 units. 100% of the SSSI is in a favourable or unfavourable recovering status, meeting the PSA target. The Thorpe Haymeadow SSSI is formed of one unit in a favourable condition, which also meets the PSA Target.
- 1.12. The Thorpe no.1 Gravel Pit SSSI is formed of one unit and is in a favourable condition status meeting the PSA target. The SSSI also forms part of the wider South West London Water Bodies Special Protection Area (SPA) and Ramsar, an internationally designated site for nature conservation importance.
- 1.13. The Windsor Forest SSSI is formed of 22 units with units 10, 11 and 16 within or partly within Runnymede. The SSSI is in 100% favourable condition status and meets the PSA target of 95%. The SSSI also forms part of the Windsor Forest & Great Park Special Area of Conservation (SAC) another internationally designated site for nature conservation importance.
- 1.14. Other internationally designated sites, whilst not within the Borough but are within 5km include, the Thames Basin Heaths Special Protection Area and Thursley, Ash, Pirbright & Chobham SAC.
- 1.15. The Borough also lies within 12km of the Mole Gap to Reigate Escarpment SAC, 12.2km from Burnham Beeches SAC, 13km of the Richmond Park and Wimbledon Common SACs, 20km from the Chiltern Beechwoods SAC, 23km from the Wealden Heaths Phase I SPA and its component parts (including Thursley, Hankley & Frensham Commons SPA and Thursley & Ockley Bog Ramsar) and 30km from the Wealden Heaths Phase II SPA.
- 1.16. There are also over 30 Sites of Nature Conservation Importance (SNICs) in the Borough as well as two Local Nature Reserves at Chertsey Meads and Riverside Walk in Virginia Water. The Borough lies within the River Wey and Tributaries catchment and there are large areas of the Borough, including within its urban areas which lie within flood risk zones 2 and 3 including functional floodplain.
- 1.17. From a heritage perspective, the Borough contains numerous statutorily listed or locally listed buildings and structures most notably the Grade I Royal Holloway College building in Englefield Green. There are 6 Conservation Areas in the borough as well as 6 scheduled ancient monuments, 48 areas of high archaeological potential and four historic parks and gardens.
- 1.18. The amended Infrastructure Delivery & Prioritisation SPD dated June 2020 does not form part of the Development Plan for the area and does not allocate any sites for development or propose policies for the use of land, but is a material consideration in decision making. The 2030 Local Plan which is the document which allocates sites and contains policies concerning land use has been the subject of Sustainability

Appraisal (including the requirements for Strategic Environmental Assessment) as well as Habitats Regulations Assessment (HRA).

- 1.19. The SPD instead sets out guidance on how the Borough Council will prioritise infrastructure delivery and funding as well as guiding the route by which infrastructure will be secured before and after the implementation of a CIL Charging Schedule. The amended SPD identifies 'critical' infrastructure which includes the A320 Corridor & M25 Junction 11 mitigation as well as SANG to avoid impact to the Thames Basin Heaths SPA.
- 1.20. The SPD guides the delivery of physical and/or 'critical' infrastructure through Section 106 or Section 278 agreements with contributions in lieu of physical provision or toward 'non-critical' collected by CIL where the Local Plan indicates this. The SPD also sets out the basis for a negotiated approach to financial contributions from development in lieu of physical infrastructure provision through the use of Section 106 agreements prior to the introduction of a CIL charge. The main amendments to the SPD since January 2020 are:
- Clarification of the Council's approach to negotiating contributions towards repayment of the HIF loan;
 - Addition of Blue Infrastructure to the list of infrastructure types;
 - Confirmation the Council will not request financial contributions through Section 106 toward infrastructure projects physically provided by a development other than for management/maintenance;
 - Placing a cap on the monitoring contribution per Section 106 agreement;
 - Clarification of how net dwellings/occupants should be calculated;
 - Confirming a formula based approach to contributions at outline stage where deemed appropriate;
 - Signposting that infrastructure for Controlled Parking Zones (CPZs) may be negotiated;
 - Referencing the Playing Pitch Strategy for Outdoor Sports Contributions;
 - Adding the methodology used to calculate estimated net floorspace from sites contingent on A320 improvements.

Sustainability Appraisal

- 1.21 The Planning and Compulsory Purchase Act 2004 and associated Regulations (as amended), requires a local authority to carry out a Sustainability Appraisal (SA) for their Local Plan documents. This considers the social and economic impacts of a plan as well as the environmental impacts. SPDs are not Local Plan documents and therefore a Sustainability Appraisal is not required.

Habitats Regulations Assessment (HRA) – Screening

- 1.22 The need to undertake an Appropriate Assessment as part of an HRA is set out within the EC Habitats Directive 92/43/EEC and transposed into British Law by Regulation 105 of the Conservation of Habitats and Species Regulations 2017. The Appropriate Assessment stage of HRA is only required should the preliminary screening assessment not be able to rule out likely significant effects.

- 1.23 The European Habitats Directive requires that any plan or project likely to have a significant effect on a European site must be subject to an Appropriate Assessment. The Habitats Directive states that any plan or project not connected to or necessary for a site's management, but likely to have significant effects thereon shall be subject to appropriate assessment. There are four distinct stages in HRA namely: -

Step 1: Screening – Identification of likely impacts on a European site either alone or in combination with other plans/projects and consideration of whether these are significant. Following the decision of the ECJ in the *People Over Wind & Sweetman v. Coillite Teoranta (C-323/17)* case, avoidance and/or mitigation measures cannot be taken into account at the screening stage and it is purely an exercise to determine if possible pathways for effect exist and whether these can be ruled out taking account of the precautionary principle. It is the opinion of this HRA screening assessment and in light of the Planning Practice Guidance Note on Appropriate Assessment that adopted policies of the current development plan cannot be taken into account at this stage of HRA where they are proposing mitigation for European Sites. Similarly any HRA undertaken for other development plan documents which have not been through Examination in Public (EiP) and found sound should only be given limited weight. However, it is considered that greater weight can be attributed to screening undertaken in HRAs which support development plan documents found sound at examination. In this respect, this screening assessment takes account of the Runnymede 2030 Local Plan HRA where it indicates that effects can be screened out in the absence of avoidance/mitigation.

Step 2: Appropriate Assessment – consideration of the impact on the integrity of the European Site whether alone or in combination with other plans or projects with respect to the sites structure, function and conservation objectives. Where there are significant effects, step 2 should consider potential avoidance and/or mitigation measures.

Step 3: Assessment of Alternative Solutions – Assessing alternative ways of achieving the objectives of the plan/project which avoids impact, if after Step 2 significant effect cannot be ruled out even with avoidance or mitigation measures; and

Step 4: Assessment of Compensatory Measures – Identification of compensatory measures should impact not be avoided and no alternative solutions exist and an assessment of imperative reasons of overriding public interest (IROPI) deems that a project should proceed.

- 1.24 Should step 1 reveal that significant effects are likely or effect cannot be discounted because of uncertainty, then it is necessary to move onto step 2: Appropriate Assessment. If step 2 cannot rule out significant effect even with avoidance and/or mitigation, then the process moves onto step 3 and finally step 4 if no alternative solutions arise.

Step 1 - Screening

- 1.25 There are four stages to consider in a screening exercise: -

Stage 1: Determining whether the plan/project is directly connected with or necessary to the management of the site;

Stage 2: Describing the plan/project and description of other plan/projects that have the potential for in-combination impacts;

Stage 3: Identifying potential effects on the European site(s); and

Stage 4: Assessing the significance of any effects.

Stage 1

- 1.26 It can be determined that the Infrastructure Delivery & Prioritisation SPD is not directly connected with or necessary to the management of a European site.

Stage 2

- 1.27 Information about the Infrastructure Delivery & Prioritisation SPD can be found in paragraphs 1.6 to 1.20 of this screening assessment. Table 1-1 lists those other plans and projects, which may have in-combination impacts.

Table 1-1: Other Key Plans/Projects

<p>Plan/ Project</p>	<p>National Planning Policy Framework (2019): High level national planning policy covering topics such as housing, economy, employment, retail as well as biodiversity, flood risk and heritage.</p> <p>South East Plan 2009: Saved Policy NRM6 sets out protection for the Thames Basin Heaths SPA.</p> <p>London Plan 2016: Contains planning policies for the development of land across the wider London area including housing and employment allocations with a target of 42,000 new homes per annum.</p> <p>Runnymede 2030 Local Plan (Submission + Main Modifications): Sets policies for the consideration of development and the spatial strategy for the Borough including provision of 7,920 dwellings over the Plan period and allocations for residential, employment and retail development.</p> <p>Runnymede Local Plan Second Alteration (2001): The current adopted Local Plan setting out policies for the use of land in the Runnymede area. All policies in the 2001 Plan will be replaced on adoption of the 2030 Local Plan.</p> <p>Other Local Authority Local Plans within 10km or adjoining sites identified in paras 1.8 to 1.12: Housing target for areas around European sites set out in Table 1-2.</p> <p>Large Scale Projects within 10km or adjoining European Sites: Large scale projects within 10km are subsumed in the consideration of 'Other Local Authority Local Plans' above.</p> <p>Thames Basin Heaths Joint Delivery Framework 2009: Sets out the agreed Framework regarding the approach and standards for avoiding significant effects on the Thames Basin Heaths SPA.</p> <p>Environment Agency, Thames River Basin District Management Plan (2015): Sets out actions to improve water quality. Future aims for the River Wey include implementing Lower Wey Oxbow Restoration Project to enhance and restore the main Wey river channel and Wey Diffuse Advice Project throughout the catchment.</p> <p>Environment Agency, Thames Catchment Flood Management Plan (2009): Aim is to promote more sustainable approaches to managing flood risk. Will be delivered through a combination of different approaches.</p> <p>Environment Agency, River Wey Catchment Abstraction Management Strategy (2019): identifies the Wey having restricted 'Water available for licensing'.</p> <p>Environment Agency, Water Resources Strategy: Regional Action Plan for Thames Region (2009): Key priorities for Thames region include ensuring sufficient water resources are available, making water available in over-abstracted catchments and reducing demand.</p>
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Table 1-2: List of Local Authority Housing Targets within 10km of European Sites

Site	Local Plan Area	Housing Target
Thames Basin Heaths SPA*		
	Waverley Borough	11,210
	Guildford Borough	10,678
	Woking Borough	4,964
	Surrey Heath Borough	3,240
	Runnymede Borough	7,920
	Elmbridge Borough	3,375
	Bracknell Forest Borough	11,139
	Windsor & Maidenhead	14,260
	Wokingham Borough	13,230
	Rushmoor Borough	8,884
	Hart District	7,614
Total		96,514
Windsor Forest & Great Park SAC		
	Runnymede Borough	7,920
	Woking Borough	4,964
	Surrey Heath Borough	3,240
	Spelthorne Borough	3,320
	Elmbridge Borough	3,375
	Windsor & Maidenhead Borough	14,260
	Bracknell Forest Borough	11,139
	Slough Borough	6,250
	South Bucks District	2,800
	LB Hillingdon	6,375
	LB Hounslow	13,040
Total		76,683
South West London Water Bodies SPA & Ramsar		
	Runnymede Borough	7,920
	Elmbridge Borough	3,375
	Spelthorne Borough	3,320
	Epsom & Ewell Borough	3,620
	Mole Valley District	3,760
	Windsor & Maidenhead Borough	14,260
	Slough Borough	6,250
	Bracknell Forest Borough	11,139
	South Bucks District	2,800
	LB Hillingdon	6,375
	LB Hounslow	13,040
	LB Ealing	14,000
	LB Kingston	5,625
	LB Richmond	3,150
Total		98,634

* Also includes the Thursley, Ash, Pirbright & Chobham SAC

Stage 3

- 1.28 Information regarding the European site(s) screened and the likely effects that may arise due to implementation of the Infrastructure Delivery & Prioritisation SPD can be found in Tables 1-3 to 1-6 and 1-7. All other European Sites were screened out of this

assessment at an early stage as it was considered that their distance from the Borough area meant that there is no pathway or mechanism which would give rise to significant effect either alone or in combination. In this respect regard has been had to the 2030 Local Plan HRA specifically paragraphs 2.1-2.2 and Table 1 of the HRA of Main Modifications (December 2019).

Table 1-3: Details of Thames Basin Heaths SPA and Potential Effects Thereon

European site:	Thames Basin Heaths Special Protection Area (SPA).
Site description:	The Thames Basin Heaths SPA was proposed in October 2000, and full SPA status was approved on 9 March 2005. It covers an area of some 8,274 ha, consisting of 13 Sites of Special Scientific Interest (SSSI) scattered from Surrey, to Berkshire in the north, through to Hampshire in the west. The habitat consists of both dry and wet heathland, mire, oak, birch acid woodland, gorse scrub and acid grassland with areas of rotational conifer plantation.
Relevant international nature conservation features:	Thames Basin Heaths SPA qualifies under Article 4.1 of the Birds Directive (79/409/EEC) by supporting populations of European importance of the following species listed on Annex I of the Directive: During the breeding season: <ul style="list-style-type: none"> - Nightjar <i>Caprimulgus europaeus</i>: 7.8% of the breeding population in Great Britain (count mean, 1998-1999); - Woodlark <i>Lullula arborea</i>: 9.9% of the breeding population in Great Britain (count as at 1997); - Dartford warbler <i>Sylvia undata</i>: 27.8% of the breeding population in Great Britain (count as at 1999).
Environmental conditions which support the site	<ul style="list-style-type: none"> • Appropriate management • Management of disturbance during breeding season (March to July) • Minimal air pollution • Absence or control of urbanisation effects, such as fires and introduction of invasive non-native species • Maintenance of appropriate water levels • Maintenance of water quality
Potential Effects arising from the Infrastructure Delivery & Prioritisation SPD	<ul style="list-style-type: none"> • None (see Table 1-7)

Table 1-4: Details of Thursley, Ash, Pirbright & Chobham SAC and Potential Effects Thereon

International site:	Thursley, Ash, Pirbright & Chobham Special Area of Conservation (SAC)
Site description:	The Thursley, Ash, Pirbright & Chobham SAC covers an area of some 5,154 ha with areas of wet and dry heathland, valley bogs, broad-leaved and coniferous woodland, permanent grassland and open water.
Relevant international nature conservation features:	The Thursley, Ash, Pirbright and Chobham Special Area of Conservation is designated for three Annex I habitats. The qualifying Annex 1 habitats are: <ul style="list-style-type: none"> - Wet heathland with cross-leaved heath - Dry heaths - Depressions on peat substrates
Environmental Conditions which Support the Site	<ul style="list-style-type: none"> • Appropriate management; • Managed recreational pressure; • Minimal air pollution; • Absence or control of urbanisation effects such as fires and introduction of invasive non-native species; • Maintenance of appropriate water levels; • Maintenance of water quality.
Potential Effects arising from the Infrastructure Delivery & Prioritisation SPD	<ul style="list-style-type: none"> • None (see Table 1-7)

Table 1-5: Details of Windsor Forest & Great Park SAC and Potential Effects Thereon

International site:	Windsor Forest & Great Park SAC
Site description:	The Windsor Forest & Great Park SAC covers an area of some 1,680 ha with Atlantic acidophilus beech forests with Ilex and sometimes Taxus. It is one of four outstanding locations in the UK for oak woods on sandy plains and is one of only three areas in the UK for Limoniscus violaceus (violet click beetle).
Relevant international nature conservation features:	Annex I habitat of oak woods on sandy plain which is the primary reason for designation with Atlantic beech forests.
Environmental Conditions	<ul style="list-style-type: none"> • Loss of trees through forestry management • Urbanisation • Managed recreational pressure

which Support the Site	<ul style="list-style-type: none"> • Air Quality
Potential Effects arising from the Infrastructure Delivery & Prioritisation SPD	<ul style="list-style-type: none"> • None (see Table 1-7)

Table 1-6: Details of South West London Water Bodies SPA & Ramsar and Potential Effects Thereon

International site:	South West London Water Bodies SPA & Ramsar
Site description:	The South West London Water Bodies SPA & Ramsar covers an area of some 825 ha and is formed from 7 former gravel pits and reservoirs which support overwintering populations of protected bird species.
Relevant international nature conservation features:	Supports overwintering populations of:- Gadwall Shoveler
Environmental Conditions which Support the Site	<ul style="list-style-type: none"> • Managed recreational pressure • Water quality • Water abstraction
Potential Effects arising from the Infrastructure Delivery & Prioritisation SPD	<ul style="list-style-type: none"> • None (see Table 1-7)

Stage 4

1.29 The consideration of potential effects are set out in Table 1-7.

Table 1-7: Assessment of Potential Effects

Indirect effect from recreational disturbance and urbanisation.	The likely effects of recreational disturbance have been summarised in the Underhill-Day study for Natural England and RSPB (2005); this provides a review of the urban effects on lowland heaths and their wildlife. The main issues relating to the conservation objectives and the integrity of the SPAs and SAC's effected by recreational disturbance and urbanisation as a whole are: fragmentation, disturbance, fires, cats, dogs (as a result of nest disturbance and enrichment),
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	<p>prevention of management, off-roading, vandalism and trampling.</p> <p>Natural England has advised that recreational pressure, as a result of increased residential development within 5km of the Thames Basin Heaths SPA & Thursley, Ash, Pirbright & Chobham SAC (or sites of 50 or more dwellings within 7km), is having a significant adverse impact on the Annex I bird species. Woodlark and Nightjar are ground nesting and Dartford Warblers nest close to the ground. They are therefore sensitive to disturbance, particularly from dogs, but also from walkers, and cyclists etc. They are, in addition, vulnerable to other effects of urbanisation, in particular predation by cats.</p> <p>Joint work involving Natural England and the authorities affected by the SPA/SAC have agreed a mechanism to avoid impacts to the SPA/SAC from recreational activities in the form of Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management & Monitoring (SAMM) and from the impacts of urbanisation by not allowing any net additional dwellings within 400m of the SPA.</p> <p>In terms of the Windsor Forest & Great Park SAC the Runnymede 2030 Local Plan HRA states that forestry management and recreational impacts has the potential for loss of trees and damage to trees from burning (arson).</p> <p>For the South West London Water Bodies SPA & Ramsar threats arise through unmanaged recreational activities such as use of motorboats and fishing.</p> <p>The Infrastructure Delivery & Prioritisation SPD as amended contains guidance on what infrastructure types and projects should be prioritised for delivery and/or routes and basis for delivery and funding. However, it does not allocate or safeguard any land or sites for net additional dwellings or other types of development including infrastructure projects that could give rise to increased recreation or urbanisation impacts.</p> <p>As such, there are no pathways for effect for impacts either alone or in-combination with other plans and projects. Therefore it is considered, at the time of undertaking this assessment and even in the absence of avoidance and/or mitigation measures which cannot be taken into account at the screening stage of HRA (including any adopted policies in the Local Plan Part 1 or emerging policies in the 2030 Local Plan) that the</p>
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	<p>amended Infrastructure Delivery & Prioritisation SPD will not give rise to likely significant effects on any of the European Sites in terms of recreation or urbanisation and Appropriate Assessment is not required.</p>
Atmospheric Pollution	<p>The Runnymede 2030 Local Plan HRA concludes no likely significant effect as a result of atmospheric pollution in combination with other plans and projects on the Thames Basin Heaths SPA, Thursley, Ash, Pirbright & Chobham SAC or the Windsor Forest & Great Park SAC, given the findings of the Council's air quality evidence.</p> <p>The amended Infrastructure Delivery & Prioritisation SPD contains guidance on what infrastructure types and projects should be prioritised for delivery and/or routes and basis for delivery and funding. However, it does not allocate or safeguard land or sites for any development including infrastructure projects. Whilst the amended SPD includes local highway infrastructure improvements on the A320 Corridor and M25 Junction 11 in Runnymede, none of the proposed improvements lie within 200m of designated sites (the distance at which air quality from traffic impacts can effect designated sites) and it is not the amended SPD but the emerging Local Plan which identifies and allocates the improvement works.</p> <p>Therefore it is considered, at the time of undertaking this assessment and even in the absence of avoidance and/or mitigation measures which cannot be taken into account at the screening stage of HRA (including any adopted policies in the Local Plan Part 1 or emerging 2030 Local Plan) that the amended Infrastructure Delivery & Prioritisation SPD will not give rise to likely significant effects on any of the European Sites in terms of air quality.</p> <p>In this respect an Appropriate Assessment is not required.</p>
Water Quality & Resource	<p>The Runnymede 2030 Local Plan HRA concludes no likely significant effects to European sites as a result of water quality or abstraction.</p> <p>The amended Infrastructure Delivery & Prioritisation SPD contains guidance on what infrastructure types and projects should be prioritised for delivery and/or routes and basis for delivery and funding. Whilst the SPD does set out flood mitigations and drainage within its prioritisation hierarchy as well as Blue Infrastructure, it does not allocate or safeguard any land or sites for development including water related</p>

	<p>infrastructure projects such as the River Thames Scheme or site specific flood/drainage projects. This is the role of the emerging Local Plan and as such there are no pathways for effect for impacts either alone or in-combination with other plans and projects. Therefore it is considered, at the time of undertaking this assessment and even in the absence of avoidance and/or mitigation measures which cannot be taken into account at the screening stage of HRA (including any adopted policies in the Local Plan Part 1 or emerging 2030 Local Plan) that the amended Infrastructure Delivery & Prioritisation SPD will not give rise to likely significant effects on any of the European Sites in terms of water quality or resource.</p> <p>In this respect an Appropriate Assessment is not required.</p>
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- 1.30 It is the conclusion of this updated HRA that following a screening assessment it can be ascertained, in light of the information available at the time of assessment and even in the absence of avoidance and mitigation measures that the amended Infrastructure Delivery & Prioritisation SPD **will not** give rise to significant effects on European Sites either alone or in-combination with other plans and/or projects. Given the findings of the screening assessment it is considered that a full appropriate assessment is not required.

The SEA Screening Process

- 1.31 The process for determining whether or not an SEA is required is called 'screening'. For some types of plan or programme SEA is mandatory and includes the following:
- Plans which are prepared for town and country planning or land use and which set the framework for future development consent of projects listed in the Environmental Impact Assessment (EIA) Directive; or
 - Plans which have been determined to require an assessment under the Habitats Directive (this has already been screened out as set out in paragraphs 1.21 to 1.30 of this screening assessment).
- 1.32 However, the main determining factor when considering whether a plan or programme requires SEA is whether it will have significant environmental effects.
- 1.33 Within 28 days of making its determination, the determining authority must publish a statement, such as this one, setting out its decision. If it is determined that an SEA is not required, the statement must include the reasons for this.
- 1.34 This updated Screening Report sets out the Council's determination under Regulation 9(1) of the Environmental Assessment of Plans and Programmes Regulations 2004 on whether or not SEA is required for the amended Infrastructure Delivery & Prioritisation SPD. The Borough Council must consult with the three statutory bodies (Environment Agency, Historic England, Natural England) and take their views into account before issuing a final determination. The responses received from the three

statutory bodies on the draft Screening Assessment dated December 2019 which supported the first iteration of the SPD and how the Council took these into account are set out in Table 1-8.

Table 1-8: Comments from Statutory Bodies to draft Screening Assessment

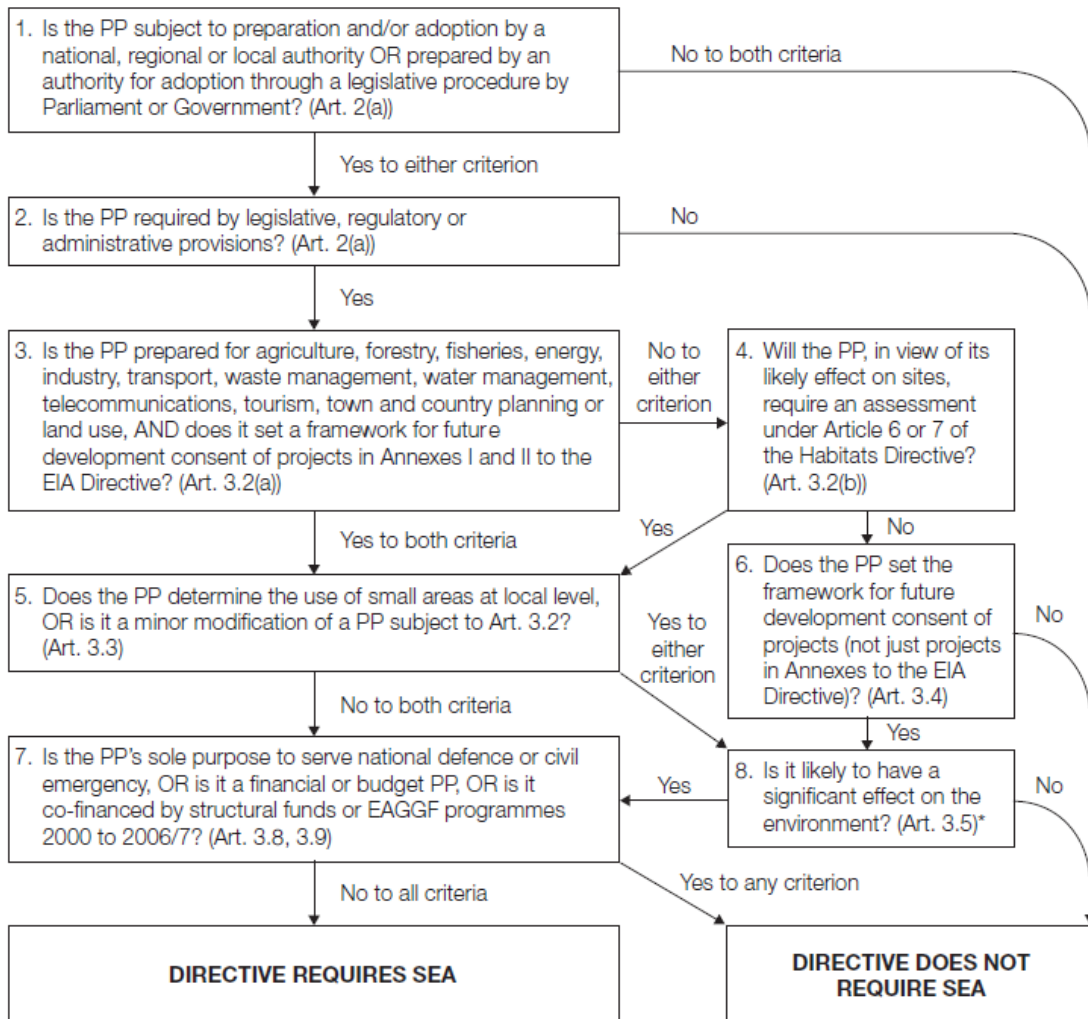
Statutory Body	Response	Comment & Action
Environment Agency	<p>Agree with screening assessment that the Infrastructure Delivery & Prioritisation SPD will not have a significant effect on the environment.</p> <p>However, there are some inconsistent conclusions drawn, as an example between Table 1-7 and Table 1-10. Please remove any wording which implies the SPD could have an effect on environmental sustainability.</p> <p>Provision of SANGs is a mitigation measure for increased housing and infrastructure around European sites, it is not avoidance. Please review this document and ensure SANGs are referred to as mitigation measures not avoidance. Mitigation measures are not considered at the screening stage and as such, discussion of the use of mitigation in an SEA screening is inappropriate (People Over Wind & Sweetman v. Coillite Teoranta (C-323/17) case). Please review the document and limit the references to mitigation in the text and Table 1-10.</p>	<p>Noted – no further action required.</p> <p>Noted – inconsistent conclusions to be rectified and references to positive effects to be removed.</p> <p>Noted – However the Thames Basin Heaths Delivery Framework, which is an agreed framework between all local authorities affected by the TBH SPA and Natural England describe SANG as ‘avoidance’. Further, the point of SANG is that it avoids impact at source. As such the screening assessment will continue to refer to SANG as avoidance. In terms of referring to the Sweetman case the assessment is simply pointing out that neither avoidance or mitigation can be considered at the <u>HRA</u> screening stage. Any references to mitigation which imply it has been taken into account will be removed.</p>

		Other comments received on the content of the SPD, but these are not relevant to this screening assessment, but will be considered as part of the SPD consultation.
Historic England	In light of the Environmental Assessment of Plans and Programmes Regulations 2004, our view is that SEAs are not required in this instance for the reason set out in paragraph 1.35 (now 1.37) of the respective screening reports.	Noted – no further action required.
Natural England	<p>Paragraph 3.25 of the SPD refers to C2 and C4 accommodation, for SANG & SMM contributions we would advise that these types of accommodation are assessed on a case-by-case basis. Certain types of C2 uses have the potential to be occupied at a higher occupancy rate than 1 person per bedspace so may require additional mitigation to be secured.</p> <p>If amendments are made in line with the above advice then we would agree with the conclusion that the SPD will not have a likely significant effect on the environment, including European designated sites, and does not require an Appropriate Assessment under the Habitats Regulations or a Strategic Environmental Assessment.</p>	Amendments made to SPD to clarify that C2 & C4 accommodation to be assessed on a case by case basis.

1.35 The determination is based on a two-step approach, the first of which is to assess the plan against the flowchart as set out in government guidance *A Practical Guide to the Strategic Environmental Assessment Directive*¹. The flow chart is shown in Figure 1.

Figure 1:

This diagram is intended as a guide to the criteria for application of the Directive to plans and programmes (PPs). It has no legal status.



*The Directive requires Member States to determine whether plans or programmes in this category are likely to have significant environmental effects. These determinations may be made on a case by case basis and/or by specifying types of plan or programme.

¹ A Practical Guide to the Strategic Environmental Process (2005) ODPM. Available at: <https://www.gov.uk/government/publications/strategic-environmental-assessment-directive-guidance>

- 1.36 The second step is to consider whether the amended Infrastructure Delivery & Prioritisation SPD will have significant environmental effects when considered against the criteria set out in Annex II of the Directive and Schedule I of the Regulations. The findings of step 1 and step 2 are shown in Tables 1-9 and 1-10.

Table 1-9: SEA Screening Step 1

Stage in Flowchart	Y/N	Reason
1. Is the plan/programme subject to preparation and/or adoption by a national, regional or local authority or prepared by an authority for adoption through a legislative procedure by parliament or Government? (Article 2(a))	Y	The provision to prepare and adopt a Local Development Document is given by the Planning & Compulsory Purchase Act 2004 (as amended). The amended Infrastructure Delivery & Prioritisation SPD will be prepared and adopted by Runnymede Borough Council. The preparation and adoption procedure is set out in the Town & Country Planning (Local Development)(England) Regulations 2012. Whilst not forming part of the Development Plan the SPD will be a material consideration in planning decisions. Move to Stage 2
2. Is the plan/programme required by legislative, regulatory or administrative provisions? (Article 2(a))	N	There is no mandatory requirement to prepare or adopt Supplementary Planning Documents and if adopted it will not form part of the Development Plan for Runnymede. As answer is No, flowchart identifies end to screening process, but move to Stage 3 for completeness.
3. Is the plan/programme prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use, AND does it set a framework for future development consent of projects in Annexes I and II to	N	Whilst the plan is prepared for town & country planning, the amended SPD does not set the framework for future development consents for projects in Annex I or II to the EIA Directive. Move to Stage 4.

Stage in Flowchart	Y/N	Reason
the EIA Directive? (Article 3.2(a))		
4. Will the plan/programme, in view of its likely effect on sites, require an assessment under Article 6 or 7 of the Habitats Directive? (Article 3.2(b))	N	The HRA screening undertaken in paragraphs 1.21 to 1.30 of this assessment has determined that Appropriate Assessment is not required. Move to Stage 6.
5. Does the plan/programme determine the use of small areas at local level, OR is it a minor modification of a PP subject to Art. 3.2? (Article 3.3)	N/A	The SPD will not form part of the Runnymede Development Plan and does not therefore determine the use of small areas at a local (or any) level. The plan is not a minor modification of an existing plan. Move to Stage 6
6. Does the plan/programme set the framework for future development consent of projects (not just projects in Annexes to the EIA Directive)? (Article 3.4)	N	The amended SPD does not allocate any land or sites for development or set a framework for future development consents. As answer is No, flowchart identifies end to screening process, but move to Stage 8 for completeness.
7. Is the plan/programme's sole purpose to serve national defence or civil emergency, OR is it a financial or budget PP, OR is it co-financed by structural funds or EAGGF programmes 2000 to 2006/7? (Article 3.8, 3.9)	N	The sole purpose of the SPD is not to serve national defence or civil emergency. Whilst the amended SPD does set out financial matters concerned with developer contributions, this is not its sole purpose and it is not a budget plan or programme.
8. Is it likely to have a significant effect on the environment? (Article 3.5)	N	Effects on the environment and whether these are significant are considered in Table 1-10. No Significant Effects identified in Table 1-10, so determine that SEA is not required.

Table 1-10: SEA Screening Step 2

Criteria (from Annex II of SEA Directive and Schedule I of the Regulations)		Response	
Characteristics of the plan or programme			Significant Effect?
(a) The degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources.	<p>The Infrastructure Delivery & Prioritisation SPD as amended does not set out policies against which development proposals in the Runnymede area will be considered, although it will be a material consideration in decision making. The prioritisation of certain infrastructure types over others and how these will be secured are not matters in the SPD which set the framework for projects.</p> <p>The section of the SPD dealing with developer contributions and the basis for negotiation could be seen as setting a framework for projects in terms of allocating financial resources or physical infrastructure. However, the SPD is not the document which secures the contributions or allocates the land for physical provision but simply guides the Council in its negotiations with developers to make a project acceptable in planning terms. As such, it is considered that the amended SPD only sets a framework for projects to a limited degree.</p>		N
(b) The degree to which the plan or programme influences other plans and programmes including those in a hierarchy.	The amended Infrastructure Delivery & Prioritisation SPD does not influence other plans or programmes but is itself influenced by other plans or programmes. It therefore does not influence any plans in a hierarchy.		N
(c) The relevance of the plan or programme for the integration of environmental considerations, in particular with a view to promoting sustainable development.	The amended Infrastructure Delivery & Prioritisation SPD sets out which infrastructure types the Council will prioritise, how this will be secured and if necessary the basis for a negotiated approach with developers for securing financial contributions towards infrastructure delivery. The SPD does not however, allocate any land/development or safeguard any infrastructure projects and as a consequence its relevance to the integration of environmental considerations is likely to be limited.		N

Criteria (from Annex II of SEA Directive and Schedule I of the Regulations)	Response	
(d) Environmental problems relevant to the plan or programme.	Environmental problems include potential recreational or urbanising impacts, atmospheric pollution and water resources to European sites. Paragraphs 1.21 to 1.30 of this assessment sets out the effects of the SPD on European sites and has determined no significant effects.	N
(e) The relevance of the plan or programme for the implementation of Community (EU) legislation on the environment (for example, plans and programmes linked to waste management or water protection).	The amended Infrastructure Delivery & Prioritisation SPD only has limited relevance to the implementation of Community legislation on the environment. The SPD may allow implementation through raising funds towards supporting infrastructure and prioritising infrastructure in relation to avoiding impact on European sites, but does not in itself propose, allocate or otherwise safeguard any infrastructure projects.	N
Characteristics of the effects and of the area likely to be affected		
(a) The probability, duration, frequency and reversibility of the effects.	Whilst the amended Infrastructure Delivery & Prioritisation SPD guides how the Council will prioritise infrastructure types, secure its delivery and the basis for negotiating financial contributions with developers, it does not allocate any land or sites for development or safeguard any infrastructure projects. Therefore the probability of any effect is low. Duration of any effects of prioritisation would likely be long term (beyond 2030) and generally positive but could be reversible depending on the next iteration of the Local Plan and its priorities. On the whole, effects are not considered to be significant.	N
(b) The cumulative nature of the effects	The amended Infrastructure Delivery & Prioritisation SPD does not allocate any land or sites for development or safeguard any infrastructure projects. As set out above the probability for effects is likely to be low. Taken with the allocation of sites and safeguarding of infrastructure in the emerging 2030 Local Plan and the mitigation measures set out therein, cumulative effects with the SPD are likely to be low as the Local Plan will be the main driver for development. Cumulative effects are likely to last over the plan period and possibly beyond but could be	N

Criteria (from Annex II of SEA Directive and Schedule I of the Regulations)	Response	
	reversible depending on future iterations of the Local Plan and its priorities. On the whole however, effects are not considered to be significant.	
(c) The transboundary nature of the effects	Given the geographic scope of the SPD it is considered that no transboundary effects will arise.	N
(d) The risks to human health or the environment (for example, due to accidents)	None.	N
(e) The magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected)	The amended Infrastructure Delivery & Prioritisation SPD will cover the whole of the geographic area of Runnymede in Surrey. The area covered is 78km ² with a population of around 83,448. Given the nature of the SPD it is considered that effects will not be significant.	N
(f) The value and vulnerability of the area likely to be affected due to: i) Special natural characteristics or cultural heritage; ii) Exceeded environmental quality standards or limit values; iii) Intensive land-use.	Given the nature of the Infrastructure Delivery & Prioritisation SPD: i) The area covered by the SPD contains 5 SSSIs with the majority in a favourable condition status which meets the PSA target of 95% in favourable or unfavourable recovering condition status. The Basingstoke Canal SSSI is in an unfavourable no change status which does not meet the PSA target. The Runnymede area contains numerous statutorily or locally listed buildings and structures as well as conservation areas, scheduled ancient monuments and areas of high archaeological potential. The area is a mixture of urban and Green Belt and contains features such as green spaces, wooded copses and golf courses. However, the SPD does not allocate any land for development or set development targets or safeguard any infrastructure projects and therefore significant effects on natural characteristics and cultural heritage are unlikely. ii) There are two Air Quality Management Areas (AQMAs) in the Runnymede area, along the entire length of the M25 which runs	N

Criteria (from Annex II of SEA Directive and Schedule I of the Regulations)	Response	
	<p>through the Borough and the other in Addlestone at the High Street and Station Road junction. Air quality standards are exceeded at 5 air quality monitoring sites in the Runnymede area². The Environment Agency has identified the Wey catchment as having restricted water available for licensing. However, the SPD does not allocate any land for development or set development targets or safeguard infrastructure projects and therefore significant effects on air quality and water availability/quality are unlikely.</p> <p>iii) Intensive land use occurs in the urban areas (built development), but the SPD does not allocate any land or sites for development or safeguard any infrastructure projects. As such significant effects are unlikely.</p>	
(g) The effects on areas or landscapes which have recognised national, community or international protection status.	The effects on European Sites for Nature Conservation are dealt with in (d) above. There are no landscapes which have recognised national, community or international protection status in the Runnymede area.	N
Conclusion	The amended Infrastructure Delivery & Prioritisation SPD is unlikely to give rise to significant environmental effects and as such an SEA is not required.	

1.37 On the basis of the Screening process it is determined that the amended Infrastructure Delivery & Prioritisation SPD does not require a SEA under the SEA Directive and Environmental Assessment of Plans and Programmes Regulations (2004). This is because: -

- The SPD is unlikely to give rise to significant environmental effects given that it does not allocate sites or development or safeguard infrastructure projects; and
- The content of the SPD as amended when taken as a whole and in combination with policies in the emerging 2030 Local Plan will not give rise to significant effects.

1.38 This assessment was made on the 9 June 2020.

² Runnymede 2017 Air Quality Annual Status Report (2017) RBC, Available at: <https://www.runnymede.gov.uk/airquality>

7. **COMMUNITY INFRASTRUCTURE LEVY (CIL) DRAFT CHARGING SCHEDULE STATEMENT OF MODIFICATIONS CONSULTATION (PLANNING, POLICY & ECONOMIC DEVELOPMENT - JOHN DEVONSHIRE)**

Synopsis of report:

The Council can introduce a charge on new development known as the Community Infrastructure Levy (CIL) to help fund infrastructure across the Borough. In order to do this the Council must have a 'relevant' Local Plan and demonstrate an infrastructure funding gap. Once the Local Plan is adopted both of these criteria will be fulfilled and a CIL can be introduced.

A CIL Draft Charging Schedule was prepared and consulted on between February – April 2020 and which proposed seven different charging zones with rates for residential development between £90 and £380 per sqm, a single rate of £495 per sqm for student accommodation and £50 per sqm for office development. All other development was not considered to be viable for CIL and was zero rated along with the Longcross Garden Village Site and Chertsey Bittams C.

During consultation of the Draft Charging Schedule the UK entered a state of lockdown due to the Covid-19 pandemic. In light of this and representations to the Draft Charging Schedule, the viability underpinning the proposed CIL rates has been reviewed. A summary of the representations received and how these have been taken into account are available to view on the Council's website. The viability evidence suggests Covid-19 will have an impact on CIL rates and therefore some of the rates have been adjusted downwards to reflect this. This includes:

- Reduction in the rate for Ottershaw from £380 per sqm to £300 per sqm
- Reduction in the rate for Egham (west of M25) from £235 to £180 per sqm
- Reduction in the rate for Student Accommodation from £495 to £345 per sqm

The adjustments to CIL rates and subsequent changes to the CIL Charging Zone map have been set out in a CIL Statement of Modifications. In light of the modifications proposed it is considered that the Statement of Modifications be open to consultation for a period of 4 weeks after which it is proposed to submit the draft Charging Schedule and Statement of Modifications for examination.

Set at the rates as modified and due to an offset from the provision of office space, the amount of infrastructure funding to come from CIL is still forecast to be approximately £18.5m over the Local Plan period. This is after £4.2m is subtracted for neighbourhood funding and £0.9m for administration.

Recommendation(s): The Planning Committee are recommended to RESOLVE to:

- APPROVE** the Statement of Modifications to the Draft Community Infrastructure Levy Charging Schedule for public consultation for a period of four weeks; and
- AGREE** that if no further significant changes are required to the Draft Charging Schedule following public consultation of the Statement of Modifications, the Corporate Head of Planning Policy and Economic Development, in consultation with the Chair of Planning Committee, is authorised to make any necessary minor amendments and corrections to the Draft Charging Schedule and submit the schedule for public examination.

1. **Context of report**

- 1.1 The Planning Act 2008 (as amended) introduced the idea of 'a charge' that local authorities can apply to development to secure contributions towards infrastructure, known as the Community Infrastructure Levy (CIL). CIL sits alongside the ability to physically provide or raise funds towards infrastructure via the existing Section 106 planning obligations process and the two mechanisms can work in tandem. Unlike Section 106, CIL is a non-negotiable charge.
- 1.2 In order to charge CIL, the Council must have a 'relevant' Local Plan, be able to demonstrate that it has an infrastructure funding gap as a result of planned development and that any CIL rates set, balance the need to fund infrastructure with the viability of development.
- 1.3 CIL rates must be set out on a £s per sqm basis and are calculated on the net level of development coming forward. Different CIL rates can be set for different types of development, different scales of development or for different locations across an area, through different charging zones. Some types of development are exempted from CIL including affordable housing, residential extensions and annexes as well as self-build housing and development for charitable purposes. These are mandatory exemptions, but the Council may also allow discretionary relief for charitable investment and/or exceptional circumstances. The Council can also set out its own instalments policy for CIL payments from developers.
- 1.4 Any CIL receipts which arise once a CIL is in place, must be spent on 'infrastructure' as defined in the 2008 Planning Act. A percentage of CIL receipts must also be 'top-sliced' for local neighbourhood funding. In most areas this 'top-slice' is 15% of the funding secured, but in areas where there is an adopted neighbourhood plan, the 'top-slice' rises to 25%.
- 1.5 As the charging authority, the Borough Council will be the authority that collects CIL receipts and aside from the neighbourhood funding element, makes decisions on which infrastructure projects CIL monies should be spent. 5% of CIL receipts can also be used by the Council to cover the expense of administering CIL.
- 1.6 The Community Infrastructure Levy Regulations 2010 (as amended) sets out the process the Council must undertake on consultation of a draft charging schedule and preparation of a Statement of Modifications if necessary. Similar to the Local Plan, this includes examination by an independent body prior to adoption.

2. **Report and options considered**

- 2.1 Once the emerging Runnymede 2030 Local Plan has been adopted, the Council will have a 'relevant' Local Plan and can implement its new CIL Charging Schedule. To ensure a timely introduction of CIL following adoption of the Local Plan, Members will recall that a draft CIL Charging Schedule was prepared for consultation and that this consultation exercise was carried between February and April 2020.
- 2.2 The proposed CIL rates set out in the Draft Charging Schedule were based on the evidence of viability prepared to support CIL and which tested different types of development including residential development (including the Local Plan allocations), student accommodation, retirement housing and commercial development such as offices, industrial and retail.
- 2.3 During the course of the Draft Charging Schedule consultation the UK entered a state of lockdown due to the Covid-19 pandemic which has had an impact on the UK economy. In light of this and the representations received during consultation of the Draft Charging Schedule, the viability assessment underpinning the Draft Charging

Schedule has been reviewed. A summary of the representations received and how these have been taken into account are available to view on the Council's website.

- 2.4 The viability review considers a number of economic scenarios due to Covid-19 including falls in house prices and increases to build costs. The findings of the review suggest that CIL rates for residential development in some parts of the Borough should be reduced. The review also took account of representations from providers of student accommodation in relation to the assumptions used in the 2019 CIL Viability Assessment. On the basis of the review, the CIL rates proposed for student accommodation should also be reduced.
- 2.5 To ensure that CIL rates did not push the margins of viability a 50% viability buffer was applied to the maximum potential for CIL when setting rates in the Draft Charging Schedule. However, In the case of reviewing rates a 30% buffer has been applied rather than 50%. This is because continuing with a 50% viability buffer when the market is depressed will build in a buffer in excess of 50% once the market returns to 'normal'. 30% is considered to be a reasonable buffer which will still allow a degree of flexibility and is in line with other Local Authority areas.
- 2.6 The CIL rates proposed for modification are set out in the table below and within the Statement of Modifications attached as Appendix 'D' to this report. Changes to the charging zone map due to the modification of rates can be found in the Statement of Modifications attached at Appendix 'D'.

Zone	Proposed Modification
A	Remove Ottershaw from zone A and reduce rate for student accommodation from £495 to £345 per sqm.
B	New zone covering Ottershaw with rate for residential at £300 rather than £380 per sqm, student accommodation at £345 per sqm, offices at £50 per sqm with all other development £0 per sqm.
C	Inclusion of Egham (west of M25) with Chertsey & Thorpe in Zone C. Reduction in residential rate from £235 for Egham (west of M25) and £185 for Chertsey & Thorpe to £180 per sqm. Reduction in rate for student accommodation from £495 to £345 per sqm
D & E	Reduction in rate for student accommodation from £495 to £345 per sqm
F & G	No modifications

- 2.7 Based on the proposed rates for each zone and the estimated net level of floorspace to come forward over the remaining plan period, CIL receipts are still forecast at around £18.5m due to an offset from higher levels of office floorspace than originally estimated. This is after the neighbourhood funding element of around £4.2m has been subtracted along with £0.9m as the 5% administrative cost.
- 2.8 It is considered that reasonable account has been taken of the impact of Covid-19 and that sufficient flexibility has continued to be built into the CIL rates proposed and that they strike a balance between the need to fund infrastructure and the viability of development. On this basis it is considered that allowing further discretionary relief including exceptional circumstances relief is unnecessary. However, should it become apparent that exceptional circumstances relief is necessary, the Council can activate (and deactivate) this relief at any time. As such, it is open to the Council to offer exceptional circumstances relief should circumstances change after implementation of the CIL Charging Schedule and situation will be closely monitored.
- 2.9 There is no guidance in the CIL Regulations 2010 (as amended) with respect to consultation of modifications to a Draft Charging Schedule, only that the statement should be submitted to the examiner and that anyone wishing to be heard at the

examination in relation to the modifications should submit their request 4 weeks from the date of submission. However, the Government's Planning Practice Guidance (PPG) Note on CIL states that once published substantive changes to a Draft Charging Schedule should be avoided unless they have been consulted on. The modifications proposed are considered to be substantive and therefore should be the subject of consultation. It is therefore proposed to hold consultation on the Statement of Modifications for a period of 4 weeks from Friday 17 July to 5pm Friday 14 August.

3. Policy framework implications

- 3.1 The introduction of CIL will support Corporate Business Plan (2016-2020) themes of 'Improving our Economy' and 'Enhancing our Environment' particularly the priorities to review and support delivery of county and regional infrastructure strategies, support projects which improve integration of road and rail to reduce congestion and through setting a zero rate at Longcross Garden Village the priority to support development of Longcross Park Enterprise Zone.
- 3.2 Although not a Local Plan document, the CIL Charging Schedule supports Local Plan objectives and policies with respect to infrastructure delivery.

4. Resource implications

- 4.1 As set out above the Council can use 5% of its CIL receipts on administering the CIL charge which includes staffing costs. Over the lifetime of the Local Plan to 2030 this is estimated to be some £0.9m.
- 4.2 The Development Management and Building Control Business Unit Plan 2020/2021 includes a main growth item to enable the introduction of CIL. This included an additional staffing requirement to administer and provide the governance for the system as well as new computer software (at a cost of £40,000 and an annual £8,000 maintenance charge) which officers consider will provide efficiency savings and improvements.
- 4.3 Due to the current financial position of the Council, whilst the software purchase is proceeding, the additional staffing resource has currently been put on hold. Existing staff resources will therefore be used to get the system up and running until such time as the CIL system goes live to start generating income.

5. Legal implications

- 5.1 Modifications to the draft Charging Schedule have been prepared in accordance with the Planning Act 2008 (as amended) and the Community Infrastructure Levy Regulations 2010 (as amended).
- 5.2 The CIL Regulations 2010 (as amended) state that a copy of the Statement of Modifications must be sent to each of the consultation bodies invited to make representations on the Draft Charging Schedule and publish the Statement of Modifications on the Council's website before submission to the Examiner. Consultation of the Statement of Modifications for 4 weeks will ensure compliance with this requirement.

6. Equality implications

- 6.1 The Council has a Public Sector Duty under the Equalities Act 2020 to have due regard to the need to:
 - a) Eliminate unlawful discrimination, harassment or victimisation;

- b) Advance equality of opportunity between persons who share a Protected Characteristic and persons who do not share it;
- c) Foster good relations between those who share a relevant and persons who do not share those characteristics;

in relation to the 9 'Protected Characteristics' stated within the Act.

- 6.2 The Runnymede CIL Draft Charging Schedule has been screened to establish whether there may be an impact whether positive or negative on any of the nine protected characteristics (namely, age, disability, race/ethnicity, pregnancy and maternity, religion, sexual orientation, sex, gender reassignment and marriage / civil partnership). The conclusion of the screening assessment was that a full Equalities Impact Assessment was not required.

7. **Environmental/Sustainability/Biodiversity Implications**

- 7.1 The Draft Charging Schedule (and Statement of Modifications) is not a Local Plan document and as such is not subject to Sustainability Appraisal. The Draft Charging Schedule has however undergone Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) screening with the conclusion that there will be no likely significant effects on designated habitats or any other significant environmental effects. This conclusion was also confirmed by the three statutory bodies (Environment Agency, Historic England, Natural England).

- 7.2 The CIL Charging Schedule has the potential to raise funds towards green infrastructure which is likely to benefit the environment and biodiversity in general.

8. **Other Implications**

- 8.1 None

9. **Conclusions**

- 9.1 Planning Committee is asked to RESOLVE to:
 - ii) **APPROVE** the Statement of Modifications to the Draft Community Infrastructure Levy Charging Schedule for public consultation for a period of four weeks; and
 - iii) **AGREE** that if no further significant changes are required to the Draft Charging Schedule following public consultation of the Statement of Modifications, the Corporate Head of Planning Policy and Economic Development, in consultation with the Chair of Planning Committee, is authorised to make any necessary minor amendments and corrections to the Draft Charging Schedule and submit the schedule for public examination.

(To resolve)

Background papers

Appendix 'D': Runnymede Community Infrastructure Levy Statement of Modifications to the Draft Charging Schedule

Appendix 'E': Summary of Representations to the Draft Charging Schedule and how these have been taken into account (available on the Council's website only)

Runnymede Community Infrastructure Levy

Statement of Modifications

July 2020

- 1.1 This Statement of Modifications sets out the modifications which Runnymede Borough Council has made to its Community Infrastructure Levy (CIL) Draft Charging Schedule since it was published for consultation between 24 February and 24 April 2020. It has been issued in accordance with Regulation 19(1)(d) of the Community Infrastructure Levy Regulations 2010 (as amended).
- 1.2 This Statement of Modifications is subject to consultation from Friday 17 July to 5pm Friday 14 August and is available to view on the Council's website at <https://www.runnymede.gov.uk/article/15518/Community-Infrastructure-Levy-CIL-> or is available to view in hard copy format at the Council Offices and selected libraries within the Borough which have reopened since the end of lockdown for Covid-19. These libraries include: -
- Insert list of re-opened libraries.
- 1.3 In the event of a further lockdown and library closures during the consultation period due to Covid-19 and if you will be unable to either review hard copies due to library closures and you do not have access to the internet, the Council will send copies of this Statement of Modifications and the draft Charging Schedule on request. Similarly, requests for hard copies can also be made if you know of someone who does not have access to the Internet and who has indicated a desire to comment and requires hard copies of this Statement of Modifications and Draft Charging Schedule do to so. Requests for hard copies cab made by emailing planningpolicy@runnymede.gov.uk or calling 01932 838383.
- 1.4 All representations must be made in writing to Planning Policy & Economic Development Team, Runnymede Borough Council, Runnymede Civic Centre, Station Road, Addlestone KT15 2AH or by way of e-mail to planningpolicy@runnymede.gov.uk
- 1.5 Representations must be made by **5pm Friday 14 August 2020**. Late and/or anonymous representations will not be accepted. Any comments that could be construed as derogatory towards any particular individual or group will not be recorded or considered.
- 1.6 Copies of comments received during the course of the consultation will be made available for the public to view on the Council's website and forwarded to the CIL Examiner. Comments therefore cannot be treated as confidential. Personal details will be redacted prior to publishing. Data will be processed and held in accordance with the Data Protection Act 2018.

Requests to be Heard

1.7 Any person may request the right to be heard by the Examiner in relation to the modifications as set out in this Statement of Modifications. At this stage, the right to be heard only applies in relation to the modifications proposed in this Statement of Modifications. Requests to be heard must include;

- Details of the modifications on which you wish to be heard (by reference to the Statement of Modifications).
- Whether you support or oppose the modifications and why.

1.8 The Council will submit a copy of each request it receives to the Examiner. Requests to be heard may be withdrawn at any time by giving notice in writing to the Council. Requests to be heard by the Examiner must be made in writing before the end of 4 weeks from the date the Council submits its draft Charging Schedule for examination (estimated by end of August 2020) and sent to: Planning Policy & Economic Development Team, Runnymede Borough Council, Runnymede Civic Centre, Station Road, Addlestone KT15 2AH or by way of e-mail to planningpolicy@runnymede.gov.uk

1.9 Table 1 below sets out the Council's proposed modifications to the Runnymede Community Infrastructure Levy (CIL) Draft Charging Schedule. Deleted text is crossed through and new text is coloured in red and highlighted in bold.

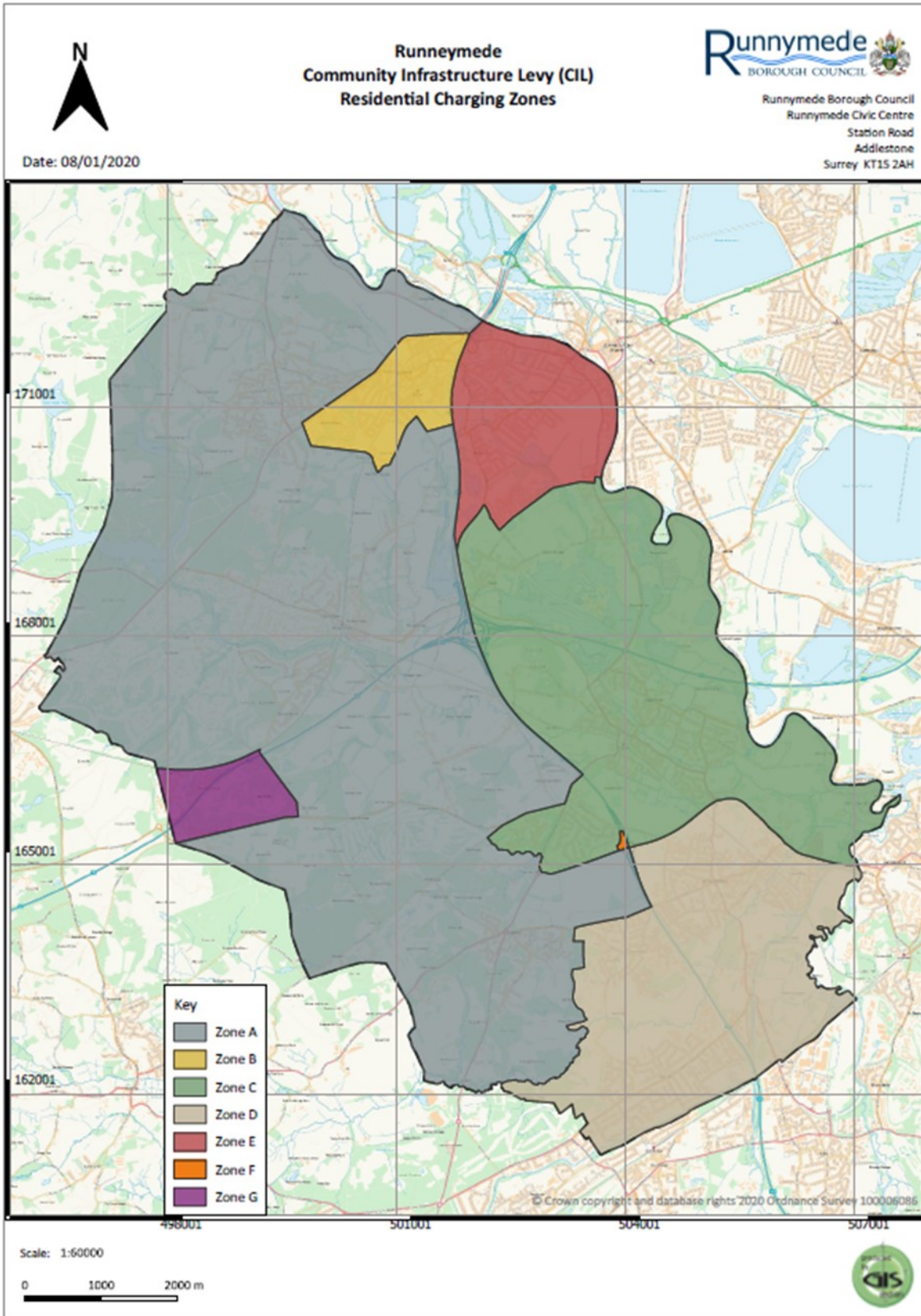
Table 1: Proposed Modifications to the Runnymede CIL Draft Charging Schedule

Modification Number	Reference	Proposed Modification	Reason										
1	Page 1 of draft Charging Schedule Heading: Date of Approval	This charging schedule was approved by the Borough Council on 9th February 2021 14th October 2020 (target date)	To reflect the delay in submission of the draft Charging Schedule										
2	Page 1 of draft Charging Schedule Heading: Date of Implementation	This charging schedule will come into effect on the 1st March 2021 November 2020 (target date)	To reflect the delay in submission of the draft Charging Schedule										
3	Page 2 of draft Charging Schedule Table of CIL Rates for Zone A	Amend proposed rate for Student Accommodation for Zone A from £495 to £345 per sqm <table border="1"> <thead> <tr> <th>Charging Zone A</th> <th>CIL Tariff (£ per sqm)</th> </tr> </thead> <tbody> <tr> <td>Residential Class C3a, C3c & C4 only (Excludes C3b)</td> <td>£380</td> </tr> <tr> <td>Student Accommodation</td> <td>£345 £495</td> </tr> <tr> <td>Class B1a Offices Only</td> <td>£50</td> </tr> <tr> <td>All other development</td> <td>£0</td> </tr> </tbody> </table>	Charging Zone A	CIL Tariff (£ per sqm)	Residential Class C3a, C3c & C4 only (Excludes C3b)	£380	Student Accommodation	£345 £495	Class B1a Offices Only	£50	All other development	£0	To reflect updated viability testing
Charging Zone A	CIL Tariff (£ per sqm)												
Residential Class C3a, C3c & C4 only (Excludes C3b)	£380												
Student Accommodation	£345 £495												
Class B1a Offices Only	£50												
All other development	£0												
4	Page 2 of draft Charging Schedule Table of CIL Rates for Zone B	Amend proposed rate for Residential Class C3a, C3c and C4 from £235 to £300 per sqm and amend proposed rate for Student Accommodation from £495 to £345 per sqm. <table border="1"> <thead> <tr> <th>Charging Zone B</th> <th>CIL Tariff (£ per sqm)</th> </tr> </thead> <tbody> <tr> <td>Residential Class C3a, C3c & C4 only (Excludes C3b)</td> <td>£300 £235</td> </tr> <tr> <td>Student Accommodation</td> <td>£345 £495</td> </tr> <tr> <td>Class B1a Offices Only</td> <td>£50</td> </tr> </tbody> </table>	Charging Zone B	CIL Tariff (£ per sqm)	Residential Class C3a, C3c & C4 only (Excludes C3b)	£300 £235	Student Accommodation	£345 £495	Class B1a Offices Only	£50	To reflect updated viability testing		
Charging Zone B	CIL Tariff (£ per sqm)												
Residential Class C3a, C3c & C4 only (Excludes C3b)	£300 £235												
Student Accommodation	£345 £495												
Class B1a Offices Only	£50												

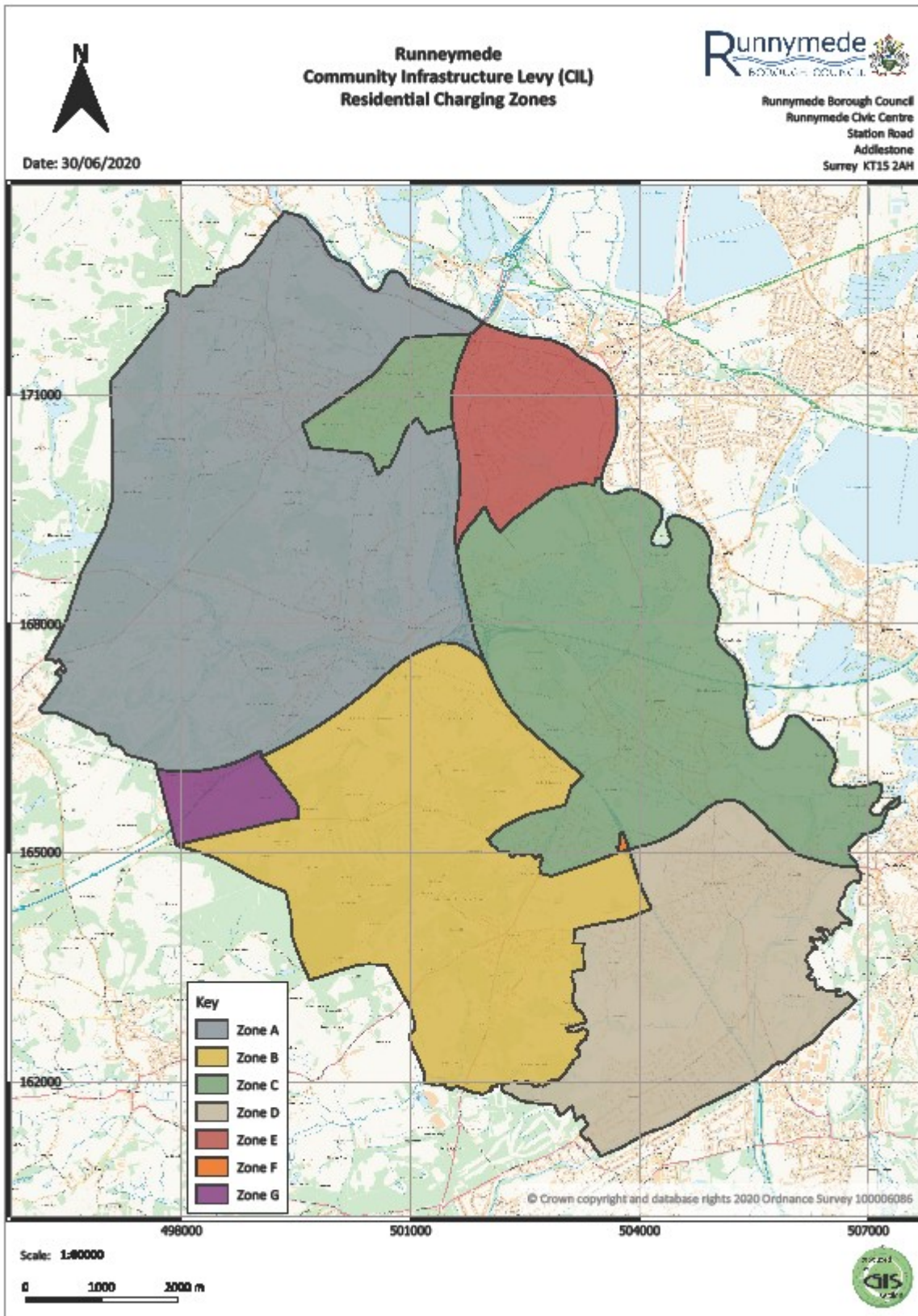
		All other development	£0	
	Page 2 of draft Charging Schedule Table of CIL Rates for Zone C	Amend proposed rate for Residential Class C3a, C3c and C4 from £185 to £180 per sqm and amend proposed rate for Student Accommodation from £495 to £345 per sqm.		To reflect updated viability testing
		Charging Zone C	CIL Tariff (£ per sqm)	
		Residential Class C3a, C3c & C4 only (Excludes C3b)	£180 £185	
		Student Accommodation	£345 £495	
		Class B1a Offices Only	£50	
		All other development	£0	
	Page 2 of draft Charging Schedule Table of CIL Rates for Zone D	Amend proposed rate for Student Accommodation from £495 to £345 per sqm.		To reflect updated viability testing
		Charging Zone D	CIL Tariff (£ per sqm)	
		Residential Class C3a, C3c & C4 only (Excludes C3b)	£110	
		Student Accommodation	£345 £495	
		Class B1a Offices Only	£50	
		All other development	£0	
	Page 2 of draft Charging Schedule Table of CIL Rates for Zone E	Amend proposed rate for Student Accommodation from £495 to £345 per sqm.		To reflect updated viability testing
		Charging Zone E	CIL Tariff (£ per sqm)	
		Residential Class C3a, C3c & C4 only (Excludes C3b)	£90	
		Student Accommodation	£345 £495	
		Class B1a Offices Only	£50	
		All other development	£0	
	Page 4 of draft Charging Schedule	Replace Plan 1 with Plan in Appendix A of this Statement of Modifications		To update CIL charging zone geographies in

			accordance with proposed change in CIL rate for Ottershaw and Egham.
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Plan 1 to be deleted



Plan 1 to be inserted



8. **PLANNING VALIDATION DOCUMENT (PLANNING – CHRISTINE KELSO)**

Synopsis of report:

Planning applications can often comprise complex and varied development proposals, and can require a considerable number of technical plans and documents to support and justify the proposal, and a large proportion of these are required by statute or as a result of government guidance. Other documents are derived from more local requirements which reflect the planning policies and local characteristics of the area, and the practices and procedures of each local planning authority. These are known as 'local information requirements' but is more commonly known as the Council's Validation Document. An application for planning permission has to provide the relevant technical and supporting information so that it can be registered and consulted upon, leading to a decision. If the information is not provided and the application status is 'invalid', it cannot be processed. The Government requires local planning authorities to publish the list of local information requirements and keep it up to date. Officers have carried out reviews of the existing adopted local information requirements to accord with Government requirements for regular reviews, and also to reflect the changing policy circumstances with the new Runnymede 2030 Local Plan. This report recommends updates to the existing suite of information requirements and for these to be published and be subject to consultation. When applications are received, they will be checked against these requirements; an application which provides all the necessary information will be able to proceed through the different stages of the planning process far quicker than an application which does not provide the information.

Recommendation(s):

That the Planning Committee agree the updated Validation Document and authorise officers to carry out the required consultation, and authorise the Corporate Head of Development Management and Building Control to publish the final revised document incorporating relevant comments following the consultation.

1. Context of report

- 1.1 As required by Article 11 of the Town and Country Planning Development Management Procedure Order 2015 (DMPO), local planning authorities are required to publish a list of local information requirements so that applicants know what information is required to support different types of planning applications in addition to the statutory requirements (primarily the application form, relevant fee, and standard plans and documents). Runnymede's local list of information requirements reflecting the planning constraints and policy context within the borough, is contained within the Council's Validation Document, which was last reviewed and updated in 2017. It is necessary to review the local information requirements every two years in accordance with the requirements of the DMPO and republish the Validation Document on the Council's website. For Runnymede, the new Runnymede 2030 Local Plan will require new information to be submitted to enable applicants to demonstrate how their proposals comply with the requirements of the new policies, as well as the updated NPPF.
- 1.2 The Government's policy on local information requirements is within the National Planning Policy Framework 2019 and national guidance is that local planning authorities should take a proportionate approach to the information requested in support of planning applications. The Validation Document also assists applicants in their consideration of development proposals at pre-application stage.

- 1.3 There have been a number of significant legislative and policy changes since 2017 when the current list of information requirements was published, and therefore the review has been light touch. In particular the publication of the updated NPPF 2019 and the new Runnymede Local Plan. Reference is also made to draft RBC Supplementary Planning Documents and the RBC Community Infrastructure Levy that is expected to come forward in 2020 and where applicable updated Surrey County Council guidance (notably in respect of transport planning and vehicle electric charging points). In addition, clarifications provided through planning case law has been reflected in the new document where necessary. Any changes are required to be consulted upon and consultation responses taken into account when the final version of the revised local list is published.

2. **Report**

- 2.1 The list of local information requirements for planning applications has been expanded having regard to recent experience with the consideration of householder and prior-approval submissions but in addition a wider and more complex set of planning applications and pre-application discussions. An increased awareness and officer and Member training in matters such as urban design has also informed this review. It is considered that this additional guidance will help applicants to better navigate through the complex process of submitting a valid application, and significantly improve the quality of applications with the expectation that applications can be processed more quickly. The Validation Document is attached at Appendix 'F'.
- 2.2 There needs to be a period of consultation with the local community including applicants and agents, and consultation responses should be taken into account when preparing the final revised list. It is therefore proposed that a period of 21 days of consultation be undertaken following the publication of this updated local list. Any comments received will be reviewed, and the final document will then be published. Applicants for planning permission will then have to have regard to the requirements in the local list when preparing applications for submission and pre-application discussions.

3. **Policy framework implications**

- 3.1 The local list of information requirements continues to be in accordance with the requirements of the Town and Country Planning Development Management Procedure Order 2015. The additional guidance changes to the information requirements will enable applications to be effectively considered against the Council's policies in the Runnymede Local Plan 2030, the NPPF and the NPPG. The document will need to be reviewed again within 2 years and having regard to early review of the new Runnymede 2030 Local Plan and to take into account relevant policies in neighbourhood plans.

4. **Resource implications**

- 4.1 There are no specific resource implications arising from this recommendation to update to the Validation Document.

5. **Legal implications**

- 5.1 The update and republishing of the Council's Validation Document are in compliance with the requirements of the Town and Country Planning Development Management Procedure Order 2015 and s62 (4A) of the Town and Country Planning Act 1990 which requires information to be reasonable having regard in particular to the nature and scale of the proposed development, and only if it is

reasonable to think that the matter will be a material consideration in the determination of the application.

6. **Equality implications**

6.1 The Council has a Public Sector Duty under the Equalities Act 2010 to have due regard to the need to:

- a) Eliminate unlawful discrimination, harassment or victimisation;
- b) Advance equality of opportunity between persons who share a Protected Characteristic and persons who do not share it;
- c) Foster good relations between those who share a relevant protected characteristic and persons who do not share those characteristics;

in relation to the 9 'Protected Characteristics' stated within the Act.

It is considered that the suite of local information requirements in the Validation Document do not raise any specific equality considerations.

7. **Environmental/Sustainability/Biodiversity implications**

7.1 Government policy contained within the National Planning Policy Framework 2019 confirms that the purpose of the planning system is to contribute to the achievement of sustainable development. Achieving sustainable development means that the planning system has 3 overarching objectives; economic, social and environmental. The new Runnymede 2030 Local Plan is wholly consistent with these aims. The updated Validation Document will ensure that decisions on planning and other applications can be made taking into account up to date information which fully reflect this new policy context.

8. **Conclusions**

8.1 The proposed changes to the Validation Document are required to accord with the NPPF 2019, NPPG and to align with the new policies of the Runnymede Local Plan 2020. An up to date local list of requirements will assist applicants in understanding what is required to be submitted to accompany an application in a proactive way. The documents will also ensure that the process of considering and then determining a planning application is carried out efficiently and effectively.

(TO resolve)

Background Papers

None



**VALIDATION OF PLANNING APPLICATIONS SUBMITTED
TO THE LOCAL PLANNING AUTHORITY**

JULY 2020

1. **INTRODUCTION**

1.1 The Town and Country Planning Development Management Procedure Order 2015 (as amended) requires local planning authorities to publish a list of local information requirements in respect of the submission of planning applications. This document sets out the information required by Runnymede Borough Council to validate a variety of application submissions and includes sections detailing the national mandatory requirements and the local list requirements. It seeks to provide guidance to all applicants and thus provides a degree of certainty and clarity as to the level of information required to make a valid application.

1.2 The NPPF 2019 states in paragraph 44 that “local planning authorities should publish a list of their information requirements for applications for planning permission. These requirements should be kept to the minimum needed to make decisions.....Local planning authorities should only request supporting information that is relevant, necessary and material to the application in question”. In addition to being specified on an up-to-date local list published on the local planning authority’s website, information requested with a particular planning application must be:

- reasonable having regard, in particular, to the nature and scale of the proposed development; and
- about a matter which it is reasonable to think will be a material consideration in the determination of the application.

These statutory tests are set out in section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 11(3)(c) of the Town and Country Planning (Development Management Procedure) (England) (Order) 2015. Further Government guidance on the information that is required to validate a planning application can be found on the National Planning Practice Guidance at [National Validation Requirements](#)

1.3 The previous published version of this document was dated November 2017. This July 2020 document will be used in the validation of planning applications from July 2020 and will be subject to consultation. The document will be amended if required following the receipt of any consultation responses. The document is to be reviewed on a two-yearly basis (at least) and therefore the next review date will be May 2022 if not before.

1.4 Runnymede Borough Council offer pre application advice. The service has recently been updated, further information can be found [here](#). Applicants who have questions about the use of personal data pursuant to the Data Protection Act 2018 may wish to discuss them with the local planning authority.

1.5 **Summaries of Planning Applications/Cover letters/Supporting Planning Statement**

Where planning applications comprise a series of supporting documents, in particular for major schemes, applicants are requested to provide a summary of the development and the submission contents in a supporting covering letter, including a schedule of drawings and documents. The principal aim of a written summary is to introduce the scheme to parties who are not familiar with the details of the proposed development. If a development is already subject to EIA the non-technical summary of the resulting Environmental Statement is likely to provide most of the necessary information. If any substantial changes are made to supporting documents during the determination period, the summary should be updated to reflect these changes.

1.6 For major applications, it is recommended a planning statement should be submitted and should identify the context and need for a proposed development and includes an assessment of how the proposed development accords with policies in national planning guidance, the development plan, Supplementary Planning Documents (SPDs) or Interim Advice Notes (IANs) published by the Council and other relevant documentation and material planning considerations. Such statements should cross-reference the additional, often more technical, supporting documents and can assist planning officers in understanding the overall planning considerations of the development and the applicant’s reasons underpinning the application as submitted.

NATIONAL AND LOCAL REQUIREMENTS

Different types and scale of application will require different levels of information and supporting documentation to be submitted. The list will apply in all cases, and sets out mandatory requirements for applications. Plans submitted shall include details of the scale of the plan and include a scaling bar and/or annotated measurement to enable electronic scaling of the plans.

1. **The Completed Application Form**

An application shall be made in writing (paper or electronic application) to the Council on a form published by the Secretary of State. In order to speed up the validation process, it is the Council's preference that planning applications be made electronically including supporting documents. The forms for Runnymede are available on the Planning Portal or from the Council's website. No copies are required if the application is submitted electronically. You must answer all of the questions on the application form. If a paper application is the only option for an applicant, only 1 copy of the completed standard application form is required to be submitted. Full applications for residential schemes, will be required to specify the number of dwellings proposed in the description of development and generic 'residential development' descriptions will not be accepted.

2. **The Correct Fee** (where one is necessary)

Must be submitted with your application otherwise it will remain invalid until payment is received. Payments can be made through the Council's website – select the Pay for it link; or by BACS; or if submitting via the Planning Portal, on their website. The Planning Portal website and the Government website National Planning Practice Guidance have further information about the national fee schedule.

3. **Ownership and Agricultural Holdings Certificates, and Part 1 Notice**

All applications for planning permission must include the appropriate completed certificate of ownership which will be included on all relevant forms. A notice to owners of the application site must be used if Certificate B has been completed and may be required if Certificate C has been completed. A copy should be served on each of the individuals identified in the relevant certificate.

4. **The Location Plan**

An application must be accompanied by a location plan which identifies the land to which it relates. This plan must be based on an up-to-date map, typically at a scale of 1:1250 or 1:2500. Plans should wherever possible show at least two named roads and surrounding buildings. The properties shown should be numbered or named to ensure that the exact location of the application site is clear. Location and block plans can be purchased via the website www.planningportal.gov.uk

The application site must be edged clearly with a **red** line. It should include all land necessary to carry out the proposed development – for example, land required for access to the site from a public highway, visibility splays, landscaping, car parking and open areas around buildings. A **blue** line must be drawn around any other land owned by the applicant, close to or adjoining the application site.

5. **Site/Block Plan**

This should be drawn at a scale of 1:500 or 1:200 and should accurately show:

- a) The direction of north;
- b) The proposed development in relation to the site boundaries and other existing buildings on the site, with written external dimensions showing the maximum width, depth, height (to ridge and eaves) and distance to boundaries.

In addition, the following information should also be shown unless these would **not** influence or be affected by the proposed development:

- c) All the buildings, roads and footpaths on land adjoining the site including access arrangements;
- d) All public rights of way crossing or adjoining the site;

- e) The position of all trees on the site, and those on adjacent land that could influence or be affected by the development;
- f) The extent and type of any hard surfacing; and
- g) Boundary treatment including walls or fencing where this is proposed.

6. **Design and Access Statement**

A Design and Access Statement (DAS) must accompany applications where:

- a) The proposed development is major development;
- b) Where any part of the development is in a designated area (e.g. Conservation Area) and the proposed development consists of:
 - i) The provision of one or more dwellinghouses; or
 - ii) The provision of a building (including an extension to an existing building) or buildings where the floor space created by the development is 100 square metres or more;
- c) The application is for listed building consent

Further information regarding the content of DAS is available on the Planning Portal Website under “Design and Access Statements” and in the Town and Country Planning (Development Management Procedure)(England) Order 2015 (as amended), and also the Government’s National Planning Practice Guidance.

7. **Environmental Statement**

The Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (SI No.571, 2017) require a developer to prepare an Environmental Statement (required for Schedule 1 projects and for some Schedule 2 projects) to enable the LPA to give proper consideration to the likely environmental effects of a proposed development. The Regulations provide a checklist of matters to be considered for inclusion in the Environmental Statement and require the developer to describe the likely significant effects of a development on the environment and to set out the proposed mitigation measures. Where EIA is required, it should be noted that the Regulations now require a submitted Environmental Statement to be based upon the most recent EIA Scoping Opinion as may have been issued (assuming no material change to the development considered in that Opinion) and be produced by competent experts. Where there have been material changes to the development since the Scoping stage, these changes should be clearly highlighted.

Environmental Statements should be submitted with a clearly stated weblink or CD/DVD for onward submission by the LPA to the Secretary of State in accordance with the Regulations.

8. **Habitat Regulations Assessment**

The Conservation of Habitats and Species Regulations 2017 (the Habitats Regulations) require that an Appropriate Assessment be carried out for relevant applications to determine whether the scheme would affect the integrity of a relevant protected habitat. A relevant application should therefore be supported by a Habitat Regulations Assessment (HRA).

9. **Statement of Community Engagement**

In accordance with the requirements of the Localism Act or for other significant applications, applicants are encouraged to undertake pre-application engagement with the local community in respect of their emerging proposals which can be beneficial to both parties. Where community engagement has taken place a statement outlining the process, responses and how proposals may have changed in response to the comments received should be outlined.

Other than for certain specified wind turbine developments, pre-application consultation is not mandatory. However, it is considered crucial for developers to engage at an early stage, helping to bring communities on with them as plans progress, in particular for major developments. The NPPF ⁸⁷ states that early engagement has significant potential to improve the effectiveness of the planning

application systems for all parties. The Council encourages applicants for large major schemes to enter into a Planning Performance Agreement. Pre-application engagement with Neighbourhood Forums within the Borough is strongly recommended (currently Thorpe, Virginia Water, Englefield Green).

LOCAL INFORMATION REQUIREMENTS

Under national legislation, Article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure)(England) Order 2015 (SI 2015 No. 595) states that an application for planning permission should be accompanied by “any other plans, drawings and information necessary to describe the development which is the subject of the application.” These requirements are not specified in the mandatory national validation list and it is for Local Planning Authorities to determine the information requirements for applications.

The Council has therefore prepared the following list of minimum requirements which may be required to be submitted with an application depending on the scale and complexity of that application. It is important to note that not all of the local information will be required in every case. The information specified in the local list does not preclude any applicant from submitting additional information, even if it is not on the list, if the applicant considers that it would assist the explanation and understanding for their application. Applicants are also requested to ensure that the submitted ‘suite’ of supporting documents cross-reference one another where applicable – for example transport statements with air quality, or land level information with arboricultural impact assessments to ensure consistency for the assessment process and in any conclusions that need to be drawn by Officers and consultees.

All plans should be drawn to an identified standard metric scale and given a title and or drawing number. As the Council has moved to an electronic planning system, plans should be submitted in pdf format with a scale bar. To assist applicants and customers, dimensions of extensions and new buildings, and distances to relevant boundaries, should be clearly marked on the plan. A schedule of submitted drawing references and titles should also be provided.

10. **Plans/Elevations/Floorspace**

10.2 **Existing and Proposed floor plans**

These should be drawn to a scale of 1:50 or 1:100, including written dimensions, and should explain the proposal in detail. For major development, plans should be accompanied by a schedule of gross internal floor areas for each dwelling or house-type. Where existing buildings or walls are to be demolished these should be clearly shown. The drawings submitted should show details of the existing building(s) as well as those for the proposed development.

10.2 **Existing and Proposed Elevations**

These should be drawn to a scale of 1:50 to 1:100, including written dimensions, and show clearly the proposed works in relation to what is already there. All sides of the proposal must be shown and these should indicate, where possible, the proposed building materials and the style, materials and finish of windows and doors. Blank elevations must also be included if only to show that this is in fact the case.

10.3 **Roof plans**

Plans drawn at a scale of 1:50 or 1:100 showing the shape of the roof and is typically shown on the block/site plan.

10.4 **Street scene**

Where a proposed elevation adjoins another building or is in close proximity, the drawings should clearly show the relationship between the buildings, showing the site in relation to adjoining buildings and detailing the positions of the openings on each property. A street scene elevation should be submitted to show the development in context, having regard to the scale of the development proposed. The extent of street scene coverage can be discussed with Council officers through pre-application engagement, but for major developments this should also be considered alongside site-wide cross section drawings. Householder applications also need to include street scene elevations, to include attached dwellings, particularly for side extensions, roof alterations, and dormer windows.

10.5 **Community Infrastructure Levy (CIL) – Floorspace figures**

The Council intends to adopt a Runnymede CIL which will require certain specified types of development to pay towards community infrastructure as set out in the CIL Charging Schedule as listed on the Council website. This will be a statutory requirement pursuant to CIL Regulations 2010 (as amended). Liable developments and associated planning applications must therefore specify the gross internal floorspace of buildings and those to be demolished or retained (in full or in part). Applications will need to be accompanied by an Additional CIL Information form and the template and further information will be provided on the Council website later this year.

11. **Existing Topographical Survey and Existing and proposed levels**

11.1 A topographical survey of the existing site is required to be submitted where the existing ground levels are proposed to be altered or the site is sloping and/or has variations in ground levels. This plan should be to a scale appropriate to the size of the site and enabling all information on the plan to be clearly read. The plan should show all levels in relation to a fixed datum point off the site and also include the positions of all trees on site (if any) to allow for a true representation of all trees in relation to existing levels. If a Sustainable Drainage Statement is to be submitted, this should contain or should refer to an existing topographical survey.

11.2 **Proposed site levels and finished floor levels**

A site plan (1:200 or 1:500 scale) should also be provided to show the proposed site levels and finished floor levels, again in relation to a fixed datum point off site. Full information should also be submitted to demonstrate how proposed buildings relate to existing site levels and neighbouring development. The existing and proposed levels should also be taken into account when drawing any street scene plans and showing the relationship between the proposed development and adjoining buildings. Where extensive areas of cut and fill of land levels are proposed the submission of coloured Isopachyte plans showing the respective volumes of cut and fill (m³) across the application site will be beneficial.

These plans should include the provision for no-dig construction if any is used. For example; if a no-dig construction method is being used, such as pile and beam foundation, any finished levels should include this. No-dig is above ground level construction and therefore it could have an impact on the finished levels of the proposed. i.e. 250-600mm extra in height.

11.3 **Existing and proposed cross sections through building and/or site**

Plans drawn at a scale of 1:50 or 1:100 showing a cross section(s) through the proposed building(s) should be submitted. In all cases where a proposal involves a change in ground levels or provision of a basement, illustrative drawings should be submitted to show both existing and finished levels to include details of foundations and eaves and how encroachment onto adjoining land is to be avoided. Plans showing existing and proposed levels will be required where land is being restored and/or the landform is being altered. Major developments should provide site-wide cross sections, showing the relationship with land-form, boundaries, vegetation and buildings on a North-South and East-West plane. Pre-application discussions can agree the extent and orientation of these sections, with appropriate street scene elevations and may be at scales greater than 1:100 to indicate relative development scale without detailed elevational treatment.

For householder development, in the case of sloping sites it will be necessary to show how proposals relate to existing ground levels or where ground levels outside the extension would be modified and you may therefore need to provide cross sections.

12. **Green Belt applications**

12.1 **Extensions to buildings and replacement and new buildings**

For applications in the Green Belt for extensions to buildings, for replacement and new buildings, existing and proposed cross-sections at a scale of 1:50/1:100 indicating the extent of the roofspace above 1.5 metres in height. Existing and proposed floorspace figures. Details of the date of construction⁸⁹

and metric dimensions of existing 'original' buildings (including out-buildings) should also be supplied wherever possible to assist the Council in assessing the extent of material enlargement (where applicable) of existing buildings associated with such proposals. Note that any buildings extended prior to 1st July 1948 are deemed 'original'. Applicants are directed to Policy EE14 of the Runnymede 2030 Local Plan for further information requirements and any forthcoming associated Supplementary Planning Document.

12.2 **Infilling and Redevelopment in the Green Belt**

Applications should be accompanied by a Green Belt statement which describes the extent of the existing and proposed footprint and floorspace of buildings and hardstanding, and landscape features, and applicants are directed to Policy EE17 of the Runnymede 2030 Local Plan for further information requirements.

12.3 **Other developments in the Green Belt**

Applications should provide information to demonstrate compliance with the relevant policies in the Runnymede 2030 Local Plan.

13. **Prior Approval applications for changes of use of buildings and for larger home extensions**

The Government introduced new classes of development that do not require planning permission but require the applicant to notify the Local Planning Authority to determine whether prior approval is required. There are a range of classes of permitted development involving the prior approval procedure and the requirements can vary, as set out in the Town and Country Planning (General Permitted Development)(England)Order 2015 (as amended). In terms of plans for larger home extensions, the Government only requires a written description of the development and a plan indicating the site and showing the proposed development. However, it would be more helpful to neighbouring residents if a more detailed block plan is submitted and at least sketch elevations.

In respect of prior approval notifications for changes of use, the Order prescribes the matters for consideration by the Local Planning Authority in each case, and therefore the appropriate plans and evidential technical information should be submitted. E.g. noise assessments, flood risk assessment, structural reports and contamination reports.

14. **Planning Obligations (SANGS/Infrastructure Tariff/Affordable Housing)**

14.1 Planning obligations (under s.106 of the Town and Country Planning Act, as amended) assist in mitigating the impact of unacceptable development to make it acceptable in planning terms. Planning obligations may only constitute a reason for granting planning permission if they meet the tests that they are necessary to make the development acceptable in planning terms. They must be:

- necessary to make the development acceptable in planning terms;
- directly related to the development; and
- fairly and reasonably related in scale and kind to the development.

These tests are set out as statutory tests in regulation 122 (as amended by the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019) and as policy tests in the National Planning Policy Framework. These tests apply whether or not there is a levy charging schedule for the area. The 2019 amendments to the regulations removed the previous restriction on pooling more than 5 planning obligations towards a single piece of infrastructure. This means that, subject to meeting the 3 tests set out in CIL regulation 122, charging authorities can use funds from both the levy and section 106 planning obligations to pay for the same piece of infrastructure regardless of how many planning obligations have already contributed towards an item of infrastructure.

Pre-application discussions should be able to identify likely planning obligations on a site by site basis. With regard to affordable housing provision, such obligations can only be permitted on major developments (10 or more dwellings or above 0.5ha site area). Applicants are referred to the Infrastructure Delivery and Prioritisation SPD which specifies liability for major developments within the Borough on a tariff basis. In some instances a s106 Unilateral Undertaking may be accepted and a template is provided on the Council website [insert link]. Otherwise, applications may be submitted with draft Heads of Terms set out to support onward negotiation and formal agreement.

14.2 **Thames Basin Heaths SPA**

For sites falling within 400m – 5km of the Thames Basin Heaths Special Protection Area (TBHSPA), the Council in association with Natural England has adopted Interim Advice which requires Suitable Alternative Natural Green Spaces (SANGS) to be provided funded by contributions from applicants per net additional dwelling and a financial contribution to the Strategic Access Management and Monitoring Project (SAMM). The Council's Interim Advice Note is available on the [planning pages](#) of the Council's website. A completed Unilateral Undertaking which provides for SANGS and SAMM will be required prior to the validation of the application and a template is available on the Council's website. In the alternative, if an applicant chooses to provide a bespoke alternative green space provision, this will need to be secured by way of a bespoke section 106 agreement.

Applications requiring a bespoke s106 agreement will be required to submit (with any such application) an agreed final draft S106 Agreement detailing the obligations, which will be capable of being completed prior to a decision on application being made within statutory time period. *Applicants should clarify the mitigation/avoidance required for a proposed development as part of pre-application discussions to avoid delays in dealing with any application requiring such obligations.*

For residential schemes of 50 new dwellings and above, located between 5km and 7km from the SPA and Appropriate Assessment may be required to determine likely impact and requirements for mitigation, and the appropriate mitigation secured in accordance with the above requirements.

15. **Affordable Housing Statement**

For applications where affordable housing is required, applications will need to be accompanied by either draft Heads of Terms set out within the supporting Planning Statement or where possible, an agreed final draft S106 agreement to secure the affordable housing. The agreement will need to detail the number, type and tenure mix of the affordable housing, including a nominations agreement if relevant.

The affordable housing requirements are set out in the Runnymede Local Plan 2030 (policy SL20) and NPPF 2019 and applies to developments of 10 or more (net) additional units. Applicants should clarify the affordable housing requirement for a proposed development as part of pre-application discussions to avoid delays in dealing with any application.

The Council will have regard to scheme viability and where viability evidence demonstrates that the full amount of affordable housing cannot be delivered the Council will take a negotiated approach to the final percentage of affordable housing and the type and tenure mix. The Council will also apply Vacant Building Credit to establish the quantum of affordable housing where applicable and having regard to advice contained in the National Planning Practice Guidance (NPPG).

16. **Viability Assessment Statement**

Where applicants seek to challenge the Council's requirement for certain infrastructure or other Planning Obligations intended to be secured through s.106 Agreement, they will normally be requested to supply a viability assessment produced by a suitably qualified expert. The developer will also be expected to confirm agreement to pay all of the reasonable fees associated with the Council's procurement of an independent viability review of evidence submitted by the applicants.

17. **Flood Risk Assessment**

A Flood Risk Assessment (FRA) will be required for new developments in Flood Zones 2 and 3, and for development proposals on sites of 1 hectare or greater in Flood Zone 1 or otherwise if located on land surrounded by higher risk flood zones (known as a dry island). The zones are shown on maps available from the Environment Agency. The FRA must be proportionate to the scale of development proposed and level of flood risk, based on up to date information supplied by the Environment Agency (see EA Standing Advice at <http://www.environment-agency.gov.uk/research/planning/82584.aspx>) and the Council's Strategic Flood Risk Assessment (SFRA) which was published in April 2018 and is available for viewing on the Council's website and having regard to the advice in the NPPG.

The FRA should:

1. identify all the risks from all forms of flooding;
2. demonstrate how these flood risks will be managed, taking climate change into account and details of flood resilience measures for the lifetime of the development;
3. include the design of surface water management systems including Sustainable Urban Drainage Systems (SUDS) (or appropriate alternative approaches in cases of high ground water levels or clay soils that do not allow free drainage); and
4. address the requirement for safe access to and from developments in areas at risk of flooding.

In accordance with the NPPF and the guidance in the National Planning Practice Guidance, for applications in Flood Zones 2, 3a and 3b information relating to the Sequential Test and Exception Test should also be provided in line with the EA advice. The Functional Flood Plain Zone is defined in the Council's SFRA and is available for viewing on the Council's mapping pages.

For applications for residential extensions, and non-residential extensions under 250m² in Flood Zones 2 and 3, the Council has provided a FRA template that can be submitted for the above proposals. Development must show floor levels set 300mm above 1 in 100 flood event or to match existing floor levels with a flood resilience design. The relevant template can be found [here](#).

For developments in Egham and Chertsey Town Centres in Flood Zone 1, reference in the FRA must be made to the safe escape route identified in the Council's SFRA, including the provision of a map showing the safe escape route. In addition details should also be given as to how developers intend to inform all proposed and future occupiers of the development of the safe escape route, including a map and other relevant publicly available information e.g. how to register with the advanced flood warning system provided by the Environment Agency. Further information can be found on the Flood Information Service page of the Governments Website.

18. **Sustainable Urban Drainage Statement (SUDS)**

Flood risk can also be derived from surface water even where there is no fluvial flooding risk. The Written Ministerial Statement (WMS) dated 18 December 2014 prescribed that surface water drainage is to be a material planning consideration for major developments, coming into effect on 6 April 2015 and this remains in force. The Town and Country Planning (Development Management Procedure) Order 2015 requires all major development planning applications to be the subject of consultation with the Lead Local Flood Authority (Surrey County Council). As such, applicants for major development are required to submit a Sustainable Drainage Statement.

The Government expects that development will incorporate Sustainable Urban Drainage Systems (SUDS). The County and District councils in Surrey have worked collaboratively to produce a guidance document to assist developers, with a proforma which developers can use to summarise their sustainable drainage strategy through the use of SUDS. [Flood Risk and Sustainable Drainage Template](#)

Given the significant flood risk that Runnymede experiences, it is also recommended that applicants for new development that does not comprise major development (with the exception of changes of use and householder development) also submit a Sustainable Drainage Statement.

19. **Green and Blue Infrastructure (GBI) - Checklist**

The Council will use the GBI Planning Checklist as set out in a Green and Blue Infrastructure SPD that is anticipated to be adopted later in 2020. It will be necessary for applicants of all types of developments, in particular major schemes but also including minor and householder developments, to review the GBI aspects of development proposals submitted at the pre-application and planning application stages against the guidance set out in this SPD which will be accessible on the Council website. For householder development, a proportionate approach will be taken.

20. **Transport Assessment/Transport Statement**

- 20.1 Information should include all existing and proposed commercial and residential vehicular and pedestrian movements to and from the site. Such information should describe and analyse existing ⁹²

transport conditions, how the development would impact upon those conditions and any measures proposed to mitigate impacts to an acceptable level, in particular with regard to highway safety. It is important that such transport assessments are able to demonstrate avoidance of 'severe' impacts on the highway network, as stipulated in the NPPF, as development may need to be refused in these circumstances.

Furthermore, such documents consider the connectivity of the development with regard to sustainable modes of transport (rail, bus, cycle and foot) and related enhancements that the development would be able to deliver. Transport Statements for major developments (or Travel Plans – see below) should seek to identify targeted traffic generation thresholds and tie sustainable transport mitigation measures to any exceedances that occur through survey and monitoring measures implemented in the early years of occupancy of the development. These measures can be secured through planning condition or section 106 planning obligations.

In advance of adoption of a Runnymede CIL, proposed developments may be liable to contribute towards priority strategic infrastructure, including works to the A320 and Junction 11 of the M25. Applicants should have regard to the Runnymede Infrastructure Delivery and Prioritisation SPD (draft February 2020) and engage in pre-application discussion with planning officers to confirm the tariffs that might be applied and to be secured through section 106 agreement. Other than allocated sites in the Runnymede Local Plan 2030, it is likely that, upon adoption of a Runnymede CIL, other developments will cease to be liable for tariff payments pursuant to the SPD.

Surrey County Highway Authority expects all residential estate roads to be designed in accordance with Manual for Streets and with further reference to Manual for Streets 2 (as applicable). Loading areas and arrangements for manoeuvring, servicing and parking of vehicles should also be clearly identified. Further information is available in Department for [Transport Guidance Manual for Streets \(2007\)](#), MfS2 (2010), the [Surrey County Council Design Guide](#) and the [SCC Transport Development Planning Good Practice Guide \(2017\)](#).

20.2 **Construction Transport Management Plan**

Proposed major developments should be supported by Construction Transport Management Plans to show how the demolition/construction processes will be managed in relation to constructor parking, deliveries, cleaning of the highway etc. Further information can be sought from the County Highway Authority.

21. **Travel Plans**

The NPPF states that all developments giving rise to significant amounts of transport movement must be accompanied by a Travel Plan. The primary purpose of a Travel Plan is to identify opportunities for the effective promotion and delivery of sustainable transport initiatives eg walking, cycling, public transport and tele-commuting, in connection with both proposed and existing developments and through this to thereby reduce the demand for travel by less sustainable modes. Further advice is set out within National Planning Practice Guidance and the SCC Travel Plan Good Practice Guide (2018) and supporting templates.

22. **Biodiversity and Protected Species/Designated Sites**

22.1 **Phase 1 Habitat Survey and protected species**

Where a proposed development may have possible impacts on wildlife and biodiversity, in particular upon protected sites or protected species, information should be provided on existing biodiversity interests and an assessment of possible impacts, including any proposals for mitigating, management and compensating for such effects. Plans should show any significant wildlife habitats or features and the location of habitats of any species protected under the Natural Environment and Rural Communities Act 2006, Conservation of Habitats and Species Regulations (2017)(the 'Habitats Regulations') and Protection of Badgers Act 1992 (as amended).

Where a proposed development, including householder applications, is likely to affect protected species, a Protected Species Survey and Assessment (Phase 1 Habitat Survey) should be submitted. This must record which species are present and their numbers, identify their distribution and use of the area, consider alternative designs or sitings, avoidance of effects, mitigation of impact, and any compensation for impacts that cannot be avoided, including

long term management. Such assessments will be required in all cases where protected species are known to be present, and will normally be required for sites where bats, owls, breeding birds, dormice, badgers, reptiles and amphibians may be present including:

- derelict land, allotments and railway land
- agricultural buildings
- buildings with weather boarding/hanging tiles and those pre-dating 1960, within 200m of woodland or water
- pre-1914 buildings within 400m of woodland or water, or those with gable ends/slate regardless of location
- structures such as bridges, tunnels, ice-houses, cellars, air raid shelters etc
- lighting proposals of churches and listed buildings or floodlighting of green spaces within 50m of woodland or water
- proposals affecting woodland, hedgerows or lines of trees
- works affecting trees older than 100 years, trees with cavities, trees with girth greater than 1m at chest height.
- Woodlands including veteran or ancient woodlands or those that include trees as described.
- Priority habitat inventory as identified by Natural England;
- proposals within 200m of rivers or other aquatic habitats

If there is potential for a protected species to be present in or near a site as identified by a Phase 1 survey, then a detailed site survey is required to be undertaken prior to the submission of the application with the results and proposed mitigation measures submitted with the application.

If a proposal is likely to affect any designated site (e.g. SSSI or SNCI) an Ecological Survey and Assessment will be required. This will record which habitats and features are present, avoidance of adverse effects, mitigation of unavoidable impacts and compensation. The designated sites relevant to Runnymede are Sites of Special Scientific Interest and Sites of Nature Conservation Importance as shown on the Runnymede Local Plan Proposals Map. Other important habitats such as fresh water ponds, ancient woodland and unimproved grassland should also be protected. *Applicants should also refer to Natural England's Standing Advice on protected species and ancient woodland when preparing applications as this also provides information on when a protected species survey may be required and the type of survey required.* Where relevant, all applications will be required to show how protected species and important habitats have been considered by applicants.

Applicants are also required to consider the impact of their proposal on any European Designation including Special Areas of Conservation (SACs), Special Protection Areas (SPAs) or Ramsar site either within or outside of the Borough. Applicants are required to consider any impacts of their development proposals on these sites and comply with the Habitats Regulations as incorporated into UK law. Regulations or any adopted local mitigation strategy.

Part of the Borough is covered by the London and South West Water Bodies Special Protection Area. In addition adjoining the western boundary of the Borough is the Thames Basin Heaths Special Protection Area (TBHSPA). Consideration should also be given by applicants to relevant wetland sources linked to any SPA. For proposal sites falling within 400m – 5km of the TBHSPA, please see section 4.1.1 of this document for further advice.

Detailed guidance on dealing with nature conservation and development is given in Association of Local Government Ecologists Local Requirements for Biodiversity: Validation Checklists June 2007. Natural England's Standing Advice on protected species is available at <https://www.gov.uk/guidance/protected-species-how-to-review-planning-applications> and ancient woodland is available at <https://www.gov.uk/guidance/ancient-woodland-and-veteran-trees-protection-surveys-licences> For further advice regarding bats, please contact the Surrey Bat Group <http://surreybats.org.uk/home.htm> For further information relating to ecology and conservation of wildlife please contact Surrey Wildlife Trust www.surreywildlifetrust.org.uk

22.2 **Biodiversity enhancement/net gain**

All types of development are expected to enhance biodiversity and the Council will be publishing guidance in a Green and Blue Infrastructure Supplementary Planning Document. Applicants should refer to policies EE11 and EE12 of the Runnymede 2030 Local Plan. A proportionate biodiversity enhancement statement should be submitted with applications to demonstrate how enhancements will be achieved, including maintenance proposals. Applicants should ensure that any proposals in

statements should be reflected in site plans. The Government has published an Environment Bill which introduces biodiversity net gain. When this becomes statute, developments will need to demonstrate how this will be complied with and if necessary, the Council will provide additional guidance. It is possible that 10% net biodiversity gain will need to be demonstrated and a Biodiversity Net Gain Plan may need to be submitted.

23. **Trees within an application site (Tree Survey/Arboricultural Statement)**

Where there are trees within the application site, or on land adjacent to it that could influence or be affected by the development (including street trees), further information may be required. You will need to specify which trees are to be retained and the means of protecting these trees during construction works. This information should be prepared by a suitably qualified arboricultural consultant and must be in line with the British Standard BS5837:2012 - Trees in Relation to Design, Demolition and Construction.

For applications where trees might be affected, the application may need to be accompanied by the following information:

- tree survey including root protection areas (RPAs)
- tree retention/removal plan
- tree protection plan
- details of retained trees with RPA's on the proposed layout
- arboricultural impact assessment

Depending on the site you may also be required to submit some or all of the following:

- details of existing and proposed finished levels
- arboricultural method statement
- details for any proposed development activities and/or specialist engineering within RPAs
- a strategic hard and soft landscape design including species and locations of new planting

This information should be prepared by a person, who has through relevant education, training and experience, gained expertise in the field of trees in relation to construction

24. **Heritage: Conservation Areas/Listed Buildings – Heritage Statement**

In accordance with the NPPF, a description of the significance of any heritage asset affected and any contribution made by their setting is required to be provided. Heritage assets may be affected by direct physical change or by change in their setting. Being able to properly assess the nature, extent and importance of the significance of a heritage asset, and the contribution of its setting, is very important to understanding the potential impact and acceptability of development proposals. Understanding the significance of a heritage asset and its setting from an early stage in the design process can help to inform the development of proposals which avoid or minimise harm.

Applicants are expected to describe in their application the significance of any heritage assets affected, including any contribution made by their setting. In doing so, applicants should include analysis of the significance of the asset and its setting, and, where relevant, how this has informed the development of the proposals. The level of detail to be provided should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance.

As a minimum the Surrey [Historic Environmental Record](#) should be consulted. If demolition is proposed in a conservation area, a statement explaining the justification for the proposed demolition and its impact on the special character of the area will be required. The scope and degree of detail necessary in the written justification will vary according to particular circumstances of each application. Appropriate marketing evidence will be required to demonstrate that a heritage asset has no viable use in the circumstances set out in paragraph 195b of the National Planning Policy Framework. Applicants are advised to discuss proposals with the Conservation Officer before any application is made. This can be done through the pre-application service.

Where works are proposed to a listed building, the statement should also include details of the

works proposed to the listed building(s), an analysis of the significance of the history, character and fabric of the building/structure, the justification for the proposed works and their impact on the special character of the listed building or structure, its setting and the setting of adjacent listed buildings. A structural survey may also be required in some cases and foundation details if a new basement is being proposed.

Planning permission is required for demolition of buildings within a Conservation Area. Applicants proposing such demolition shall provide a written statement that includes a structural survey, an analysis of the character and appearance of the building/structure, the principles of and justification for the proposed demolition and its impact on the special character of the conservation area may be required. For applications adjacent to a conservation area or listed building, an assessment of the impact of the development on the character and appearance of the area may be required. The setting of a heritage asset is defined in the Glossary of the National Planning Policy Framework.

Wherever possible, especially in minor and householder developments, the provision of relevant heritage statements can be incorporated within the Design and Access Statement, to avoid unnecessary duplication. However, major developments will normally be expected to provide a separate Heritage Statement and guidance in the preparation of these can be found at <https://historicengland.org.uk/images-books/publications/statements-heritage-significance-advice-note-12/>

25. **Heritage: Archaeology and Scheduled Monuments – Heritage Statement/Archaeological Assessment**

For sites in excess of 0.4ha and sites within Areas of High Archaeological Potential as defined in the Runnymede Local Plan 2030, an archaeological assessment will be required and where appropriate the results of site evaluation and mitigation strategy (where archaeological assets have been identified). Additional supporting information may include plans showing historic features that may exist on or adjacent to the application site including listed buildings and structures, historic parks and gardens. For sites affecting a Scheduled Monument (SM), full details of the proposed impact on the SM will be required to be provided, with regard to the advice notes issued by Historic England (see 4.9).

26. **Open Space Statement**

Open space, which includes all open space of public value, can take many forms, from formal sports pitches to open areas within a development, linear corridors and country parks. It can provide health and recreation benefits to people living and working nearby; have an ecological value and contribute to green infrastructure as well as being an important part of the landscape and setting of built development, and an important component in the achievement of sustainable development. The term 'open space' includes space falling within the definitions in the Town and Country Planning Act 1990.

Plans should show any areas of existing or proposed open space within or adjoining the application site. Any application proposing the loss of some or all of an open space area should be accompanied by a statement providing robust evidence that there is a proven surplus of provision, the benefit for the community of its loss outweighs the harm caused by its loss or that an alternative can be provided in line with policy SL25 of the Runnymede Local Plan 2030 and with regard to advice contained in the Council's Blue and Green Infrastructure SPD.

27. **Retail/Leisure/Office Impacts Assessments**

Where applications are proposed for retail, leisure and office development outside of Addlestone, Chertsey and Egham town centres as defined in the Runnymede 2030 Local Plan centre hierarchy, an impact assessment will be required where retail development exceeds 500 sqm and where other such developments would be over 2,500sqm. This should have regard to advice in the NPPF and include an assessment of:

- the impact of the proposal on existing, committed and planned public and private investment in a centre or centres in the catchment area of the proposal; and
- the impact of the proposal on town centre vitality and viability, including local consumer choice and trade in the town centre and the wider retail catchment (as applicable to the scale and nature of the

scheme).

Regard should be had to Neighbourhood Plans where these are in force for the particular area as these may include alternative thresholds.

28. **Sequential Assessment for main town centre uses**

The NPPF states that local planning authorities must apply a sequential test to planning applications for main town centre uses which are neither in an existing centre nor in accordance with an up-to-date plan. Main town centre uses should be located in town centres, then in edge of centre locations; and only if suitable sites are not available (or expected to become available within a reasonable period) should out of centre sites be considered.

The sequential approach forms a key policy consideration. Applicants should provide sufficient information to enable a sequential test to be carried out by the Local Planning Authority. The applicant's information should consider:

- has the need for main town centre uses been assessed? The assessment should consider the current situation, recent up-take of land for main town centre uses, the supply of and demand for land for main town centre uses, forecast of future need and the type of land needed for main town centre uses;
- can the identified need for main town centre uses be accommodated on town centre sites? When identifying sites, the suitability, accessibility, availability and viability of the site should be considered, with particular regard to the nature of the need that is to be addressed;
- If the additional main town centre uses required cannot be accommodated on town centre sites, what are the next sequentially preferable sites that they can be accommodated on?

It is advised that alternative sites to be included in the sequential approach should be discussed and agreed with the LPA as part of pre-application discussions.

29. **Contaminated Land Assessment**

Planning applications will require a contaminated land report on sites in the following circumstances:

- sites which appear to be in a condition by reason of substances in, on or under the land that significant harm is being caused or there is a significant possibility of such harm being caused by the development process;
- sites where pollution of controlled waters is being or is likely to be caused; and
- where the proposed use would be particularly vulnerable

Reports should be prepared having regard to guidance contained in BS: 10175: Investigation of Contaminated Sites – Code of Practice (2011). Where contamination is known or suspected, the applicant should provide such information as is necessary to determine whether the proposed development can proceed and having regard to the wider environment. Reports should determine the existence or otherwise of contamination, its nature and the risks it may pose, and whether these can be satisfactorily reduced to an acceptable level by way of a suitable remediation scheme. Whilst final details of remediation may be secured by planning conditions, in some instances, subject to the nature and extent of contamination risk, details may be sought at the application stage to ensure that remediation can be achieved. Early dialogue with the Council's Contaminated Land Officer should be undertaken. Policy EE2 in the Runnymede 2030 Local Plan is relevant.

Applicants must ensure that regard is also had to the requirements of the Environmental Permitting (England and Wales) Regulations 2016 (as amended) and the separate approvals process therein.

30. **Renewable and Low Carbon Energy and Sustainable Design – Energy and Sustainability Statement**

The NPPF gives support to the promotion of renewable and low carbon energy in new developments. Climate change considerations are integral to the planning system, including the design of new development and having regard to national and local commitments to reducing carbon emissions.

Major development applications are required to submit an Energy and Sustainability Statement that shows how the energy hierarchy has been applied to the development, specifically:

- (a) Be lean: use less energy
- (b) Be clean: supply energy efficiently
- (c) Be green: use renewable energy.

Developments of 1,000sq m of net additional floorspace will be expected to incorporate measures to deliver a minimum of 10% of the development's energy needs through renewable and/or low carbon technologies. Those of 10,000sqm – 50,000sq m should consider (and demonstrate evidence thereof) decentralised sources of energy. Schemes above this threshold will be expected to provide on-site new decentralized low carbon or renewable networks in excess of the minimum 10% standard. Energy Statements should set out an analysis of potential energy sources, an assessment of those which are or are not feasible and where applicable not viable.

In terms of sustainable design, applicants should address measures for supporting sustainable travel (eg. cycling), passive solar gain and cooling, sustainable construction techniques and materials, recycling measures, net gains in biodiversity (eg. green roofs), electric vehicle charging, water efficiency (of 110 litres per person per day or otherwise in line with Building Regulations) and also address accessibility as set out in policy SD8 of the Runnymede Local Plan 2030. A 'fabric first' approach will be supported in line with the energy hierarchy. Applicants must also have regard to the Council's Runnymede Design Guide SPD (currently in draft) which will further inform sustainable design considerations for developments within Runnymede. The use of BREEAM or similar tools to measure sustainable design quality will also be supported.

Minor development and householder applications will also need to demonstrate how energy and sustainable design considerations have been addressed having regard to policy SD8, including renewable energy. For householder applications, the information submitted should be proportionate to the proposed development.

31. **Noise Impact Assessment Report including Mitigation/Construction Environment Management Plan**

Applicants are advised to consider noise mitigation measures at the site layout planning stage, including internal habitable room layouts, and through appropriate design measures and material specifications. Where necessary, further measures may be sought through a Construction and Environment Management plan. Application proposals that result in or being subject to external noise impacts above the Lowest Observed Adverse Effect Level will be expected to implement measures to mitigate these impacts.

Applicants should be aware that it is not only the primary development/use that can require assessment, but in addition related plant such as air conditioning units, air source heat pumps, refrigeration/condenser units. Such developments must be supported by a Noise Impact Assessment carried out by a competent expert. Furthermore, under the 'agent of change' principle, as referenced in the NPPF, applicants must assess and mitigate the impact of a change to the external noise environment, notably upon existing properties, public open spaces and businesses (including community facilities). Advice should be sought from the Council's Environmental Health team for individual requirements for different development proposals.

Further guidance can be found at [BS 8233:2014– Guidance on sound insulation and noise reduction for buildings \(British Standards Institute 2014\)](#); In addition at the [NPPG Noise guidance](#) page.

32. **Air Quality Assessment**

There are two Air Quality Management Areas (AQMA) in the Borough. The M25 AQMA follows the M25 motorway in Runnymede (and as extended into the Vicarage Road area of Egham) and the Addlestone AQMA covers the High Street and Station Road areas. Application proposals within 70 metres of the AQMA, adjacent to the AQMA, or other proposals elsewhere that impact upon air quality or are potential pollutants, should be supported by an air quality assessment indicating the change in air quality resulting from the proposed development and outlining appropriate mitigation measures as necessary. Such measures may include (but not be limited to) consideration of site layouts to ensure sensitive development is not within areas of poorest air quality, place sensitive uses at higher storeys, revise internal arrangements to position non habitable rooms on polluted facades, avoid features e.g. balconies encouraging residents to spend significant

periods of time in polluted external environments and the provision of car free areas.

The agent of change principle, as noted above, is equally relevant to developments giving rise to air quality or other potential sources of nuisance (eg dust). Where necessary, further measures may be sought in a Construction and Environmental Management Plan.

Applicants are referred to the latest Council Air Quality Modelling Report (2018) at: <https://www.runnymede.gov.uk/article/15876/Air-Quality>

33 **Groundwater, Water Supply and Water Quality Assessment**

Assessment of water quality impacts, including groundwater, would ordinarily be considered for EIA development. For other schemes, the Council may require assessment of impacts upon water quality having regard to factors such as Environment Agency groundwater source protection zones (SPZs), the Thames River Basin Management Plan, the Water Environment Regulations (2017) and the requirements of the Water Framework Directive (as incorporated into UK law) and Habitat Regulations 2017 (as amended).

Such assessments should also, where appropriate, be cross-referenced with other supporting documents, including Design and Access Statements, Sustainable Drainage Strategies, Arboricultural Impact Assessments, Biodiversity Gain Plans, Contaminated Land Assessments and Water Quality assessments. The Council's Blue and Green Infrastructure SPD will provide further details of these requirements. Regard may also be had to the Council's Outline Water Cycle Study which formed part of the evidence base supporting the Runnymede Local Plan 2030. This can be found on the Council's website: <https://www.runnymede.gov.uk/article/15570/Infrastructure>

Where basements are proposed, a groundwater survey is required where there is a high water table and an assessment of the cumulative impact on ground water conditions should be included.

34 **Sunlight and Daylight Assessment**

This will be required for major applications where there is a potential adverse impact upon the current levels of sunlight/daylight enjoyed by adjoining properties or building(s), including associated gardens or amenity space or for any application for development that may themselves be adversely affected by adjoining sites or where one part of the proposed development may be impacted upon by another part of the development. Where required, all submissions must include an overshadowing study, showing shadow diagrams at different times of day and throughout the year within the development and for neighbouring properties. Information provided should be based on best practice contained in the BRE standards. In certain circumstances, it may be helpful for minor and householder applications to provide this information.

35 **Utilities Framework**

For major schemes above 50 dwellings, applicants should identify the existing infrastructure and identify where an increase in capacity is required and what measures these will involve. The applicant should demonstrate they have contacted the relative utility providers. For complex schemes please seek pre-advice before submitting your application. This may have bearing upon site phasing.

36 **Crime considerations**

All planning applications requiring a Design and Access Statement (DAS) should include a section on Crime Prevention measures. The NPPF makes it clear that planning decisions must consider crime and the fear of crime in planning new development. This can be most usefully incorporated in the Design and Access Statement. Reference can also be made to the Council's Design Guide SPD.

For applications which have anti-social behaviour implications (such as wine bars, night clubs etc), a statement should be submitted detailing how crime prevention issues have been addressed including perception of crime, any known anti-social behaviour problems in the area, and in cases where a scheme would rely on on-street parking, how the applicant considers that this would not result in a direct increase in crime.

37 **Lighting Assessment**

Technical lighting details will be required for floodlighting, external lighting attached to buildings, located in car parks or in streets within new development, or within open land, and with all illuminated advertisement applications. The details should include height of mounting, wattage levels and spread of illumination and hours of use. Regard to the biodiversity implications of such installations will need to be demonstrated, in particular to avoid disturbance to protected species or sites.

38 **Structural Survey**

A structural survey will be required for relevant applications affecting a Listed Building, and also for buildings in the Green Belt which an applicant is relying on to support new development through the demolition of these buildings.

39. **Marketing Report**

This may be required for any application proposing the loss or change of use of a public house (including part change of use), for any application for a building or site in (or last in) employment or retail use where the proposed use does not involve equivalent job creation or retention or for any application proposing the demolition of a designated or undesignated heritage asset, on grounds of redundancy. The purpose of a Marketing Report will be to demonstrate that all efforts have been made and options explored to prevent the loss of buildings and uses that make a valuable contribution to the Borough. Please refer to the Local Plan policies for further details.

40. **Telecommunications**

Planning applications for mast and antenna development by mobile phone network operators should be accompanied by a range of supporting information including the area of search, whether the site has been identified in the roll-out plan, details of any consultation undertaken, details of the proposed structure, and technical justification (including the existing and proposed coverage plans) and information about the proposed development. A signed declaration that the equipment and installation is in full compliance with the ICNIRP guidelines is required. It is recommended that applications for Prior Approval are also supported by the above information.

41. **Certificate of Lawfulness for an Existing or Proposed Use or Development- Evidence to support applications**

The onus is on applicants to submit full supporting evidence with any such application. Examples of which can include (but are not limited to) statutory declarations from applicants, utility bills, invoices, and statutory declarations from independent witnesses.

42. **Site Waste Management Plan**

Proposed major developments should be supported by site waste management plans of the type encouraged by the code of practice published in 2004 by the Department of Trade and Industry now the Department for Business Enterprise and Regulatory Reform Site Waste Management Plans: guidance for construction contractors and clients. These do not require formal approval by planning authorities but are intended to encourage the identification of the volume and type of material to be demolished and/or excavated, opportunities for the reuse and recovery of materials and to demonstrate how off-site disposal of waste will be minimised and managed.

43 **Microclimate Assessment**

The Council will require for all schemes proposing tall buildings over 25m in height. The requirements will be specific to the scheme in question but are likely to include overshadowing and wind assessments. The aim will be to determine the potential for unsafe and/or unpleasant conditions in internal and external environments and to identify mitigation measures where required. The overshadowing analysis can be presented as part of the daylight/sunlight assessment where this is also required

44. **Wind Turbines**

Proposals for one or more turbines of 11m or higher, or with a rotor diameter more than 2m, should be accompanied by a letter from Ministry of Defence (MOD) Defence Estates Safeguarding, in line with guidance published by the CAA and British Wind Energy Association. Supporting information regarding noise and air traffic movements will also be required. Further guidance is set out in the Written Ministerial Statement of June 18th 2015. The Highways Agency also provides advice for the siting of wind turbines at https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/237412/dft-circular-strategic-road.pdf

45 **Applications for Works to Trees e.g. Tree Preservation Orders and Trees in Conservation Areas**

For applications relating to works to trees, a plan of the site is required. The plan can be hand drawn for smaller sites/applications, but should clearly show the position of the tree(s), annotated as T1, T2 etc, in relation to buildings and a named road. For large sites with numerous trees, it may be necessary to provide a plan showing only those trees subject to proposed works in order to provide clarity. Photographs showing the tree(s) subject of the application would be beneficial in assessing the proposal as would a colour coded plan.

As part of the application, details of the proposed works to the tree(s) are required: Pruning works must be expressed in metres, except for crown thinning, that can be expressed as a percentage. If consent is granted it is vital that anyone implementing the consent can readily determine the extent of the works which have been approved without the need to seek further clarification.

e.g T1 – Oak – crown reduce by 3m, crown raise to 3m above ground level, crown thin by 20%, reduce east side of crown to provide up to 2m clearance from building.

Applications that include tree felling must be accompanied by details of proposed replanting (species, size, location, schedule of planting) or reasons for not replanting. Applications for works to a tree covered by a Tree Preservation Order must include reasons for the works. The greater the amenity value of the tree(s) and the greater the impact of the proposed works, the stronger the reasons must be to justify the works.

If works are being justified on the basis of damage to other structures e.g. pipes, a report from a suitably qualified person should also be submitted.

If works are being justified on the basis of the condition of the tree, written arboricultural advice/diagnostic information from an expert may be required.

If the reason for the works is based on alleged damage to the property by subsidence - A report by an engineer or surveyor, to include a description of damage, vegetation, monitoring data, soil, roots and repair proposals as well as a report from an arboriculturist to support the tree work proposals will be required

If the reason for the works is based on other alleged structural damage - Written technical evidence from an appropriate expert, including description of damage and possible solutions will be required.

The following document provides guidance on making and application for tree works and should be read before submitting your application. [Application for tree works.](#)

GLOSSARY

AQMA – Air Quality Management Area

MCHLG – Ministry of Housing, Communities and Local Government

DAS – Design and Access Statement

DfT – Department for Transport

EIA – Environmental Impact Assessment

FRA – Flood Risk Assessment

IAN – Interim Advice Note

LP – Local Plan saved Policy from Runnymede Borough Local Plan Second Alteration April 2001

RBC – Runnymede Borough Council

SM – Scheduled Monument

SCC – Surrey County Council

SFRA – Council's Strategic Flood Risk Assessment SNCI – Site of Nature Conservation Importance SPA – Special Protection Area

SPD – Supplementary Planning Document

SPG – Supplementary Planning Guidance

SSSI – Site of Special Scientific Interest

TBH – Thames Basin Heaths

TBHSPA – Thames Basin Heaths Special Protection Area

9. **ANNUAL KEY PERFORMANCE INDICATORS 2019/20 (DEVELOPMENT MANAGEMENT & BUILDING CONTROL – ASHLEY SMITH)**

Synopsis of report:

This report sets out the Key Performance Indicator results for the year 2019/20 for the Council’s Development Management & Building Control Service.

The figures reflect a high level of performance in both business areas. Performance significantly exceeds the targets set by MHCLG.

Recommendation:

None. This report is for information only.

1. Context of report

1.1 This report informs Members of the Key Performance Indicators results for the period April 2019 to March 2020.

2. Report

2.1 Members will be aware that the planning service’s Key Performance Indicators (KPI) and targets for the financial year are agreed as part of the Council’s annual business planning process.

2.2 These indicators include speed of development management decisions, planning enforcement, record at appeal and the performance of the Council’s Building Control service.

2.3 The Council is also required to report a number of these statistics to MHCLG for performance monitoring. The Council has set local targets in a number of areas that stretch the targets set by MHCLG in order to ensure high performance and deliver a high quality customer experience.

2.4 Table 1 below sets out the service’s performance for the period 1st April 2019 to 31st March 2020.

Table 1: Performance Indicators 2019/20:

	Full year target (Apr-Mar)	Full year actual (April 2019-March 2020)	Previous Full year actual (April 2018-March 2019)
Percentage of major applications processed within timescale	60%	92.9%	92.8%
Percentage of non major planning applications processed within timescale	80%	82.7%	91.9%
Percentage of other applications processed within timescale	85%	91.2%	93.1%
Percentage of total appeals decided in	80%	74%	90.9%

accordance with Council's decision			
Percentage of enforcement investigations closed compared with new requests received	100%	92.7% (229 cases closed; 247 new cases)	70.7% (169 cases closed; 239 new cases)
Major planning appeals dismissed as a percentage of total decisions made	90%	100%	New KPI
Non-major planning appeals dismissed as a percentage of total decisions made	90%	96%	New KPI
Percentage of Building Regulation applications technically assessed within 10 working days	80%	98%	96%
Percentage of Building Regulation applications determined for approval within the 5 week/ 2 month statutory period	100%	100%	100%

Speed of Decisions:

- 2.5 The current performance indicators for major, minors and “other” planning applications are reported to the Ministry of Housing, Communities and Local Government (MHCLG) quarterly.
- 2.6 A national planning performance regime was introduced in October 2013 in which the government set minimum standards for the speed and quality of planning decisions. The measures are applied separately to “major” and “non-major” (minor and other) applications. Authorities which consistently fail to meet targets risk possible designation.
- 2.7 The Council's performance with regards timely decision making significantly exceeds the minimum standards and also exceeds the local target set by the Council. Major planning application performance has been particularly pleasing at 93% determined within the required period. On the whole, performance with regards processing planning applications is considered to be excellent.

Quality of decisions:

- 2.8 The Council had no major applications granted permission at appeal in the past year. The Council had only 4% of its total “non-major” decisions granted at appeal during the time period. Both major and non-major decision making are therefore significantly within target.
- 2.9 Furthermore Runnymede gained recognition in the national planning press for its' record at appeal. Planning Magazine noted that Runnymede BC had the lowest proportion of appeals for 5+ homes allowed in England over the period 2017-2020.
- 2.10 The Council fell slightly short of its overall 80% appeal success target (74%), however members will note that the lost appeals were generally on smaller scale proposals. These generally have a higher success rate at appeal as they often involve more subjective measures such as design and character.

- 2.11 In the last year the Council has approved a number of large high-quality schemes both at committee and delegated levels. It is considered that the quality of decision making has been high, this is reflected in both the good record at appeal and in the quality of negotiated outcomes of the schemes the Council has approved.

Enforcement:

- 2.12 The Council continues to maintain a high level of performance in Planning Enforcement. During the period the Council investigated and closed 229 cases. This is a significant number given the current level of resource. Members will already be aware that the Enforcement team have had a number of successful outcomes on high profile and contentious sites in the past year reflecting the quality of work undertaken.
- 2.13 Whilst the closure metric did not meet the target of 100% (92.7%) officers have no control over the number of enforcement complaints received in any given year or the complexity of them, and as such do not have significant control over their ability to meet this target.

Building control

- 2.14 The performance of the Council's Building Control service continues to be excellent. For the second year in a row it achieved 100% of Building Regulation applications determined within the 5 week/2 month statutory periods. The percentage of Building Regulation applications technically assessed within 10 working days was 98% an increase from 96% in the previous year.

(For information)

Background Papers

None

10. **EXCLUSION OF PRESS AND PUBLIC**

If the Committee is minded to consider any of the foregoing reports in private –

OFFICERS' RECOMMENDATION that -

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

- | | <u>Para</u> |
|---|--------------------|
| a) <u>Exempt Information</u> | |
| No reports to be considered. | |
| b) <u>Confidential Information</u> | |

No reports to be considered.

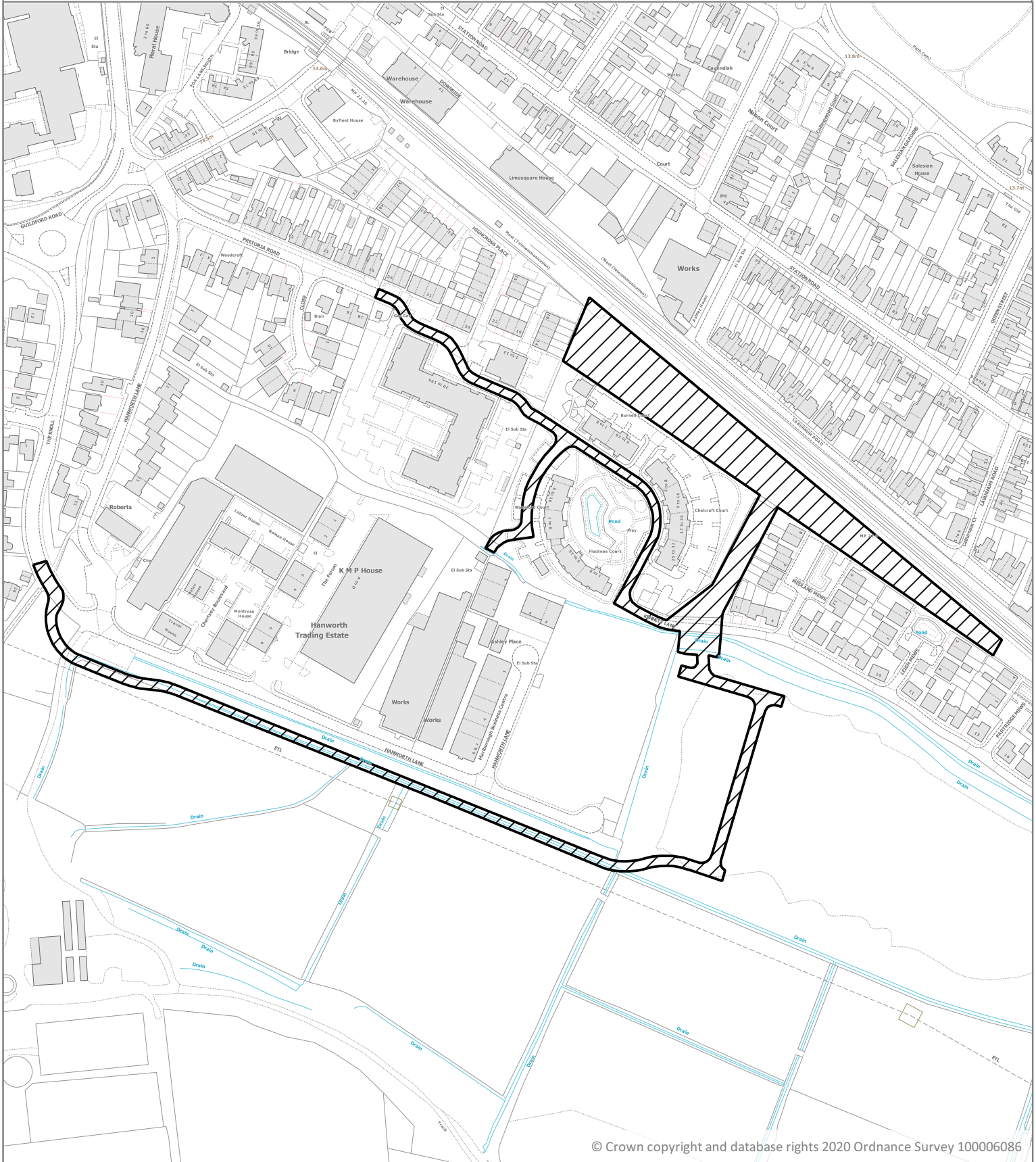


FOR LOCATION PURPOSES ONLY

Runnymede Borough Council
Runnymede Civic Centre
Station Road
Addlestone
Surrey KT15 2AH

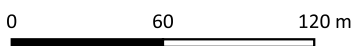
Date: 15/07/2020

Land East of Highcross Place, Chertsey, Surrey



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Scale: 1:3000



RU.18/0443



RU.18/0443	Ward: Chertsey Meads
LOCATION:	Land East of Highcross Place Chertsey Surrey
PROPOSAL	Outline planning application for the erection of up to 52 dwellings (including affordable housing), vehicular access via Pretoria Road and Hanworth Lane, with open space, landscaping including Sustainable Drainage System and all necessary ground works. All matters reserved except for means of access, layout and scale.'
TYPE:	Outline Application
EXP DATE	11 June 2018

SUMMARY OF RECOMMENDATION: Grant subject to s106 and with conditions

1. Site

1.1 The red line application site has an area of some 1.1ha. The majority of the site is a wedge of land varying in width from some 40m at it widest (adjacent Highcross Place) to 10.7m opposite the end of Laburnum Road (at its eastern end). The red line also includes a boot of land through the new Bellway development (RU.15.0855 and RU.15/1198) which is now largely occupied and is sited to the south of the application site and either side of the access road. Access to the site is along Kennett Lane, onto Highcross Place to the end of Pretoria Road (where the road is adopted) and through to the site to the South of Hanworth Lane which is under construction (RU.18/1280). The Applicants are Pretoria Road Property Ltd, and statutory notices have been served on Network Rail & Bellway Homes & Explore living, and a notice published in the paper in respect of the unregistered land between Kennett lane, and the site on the south side of Hanworth Lane. The railway (unfenced) runs along the northern boundary of the main 'wedge' part of the site, with the Laburnum Road properties on the other side of the line - which are predominantly 2 storey terraced properties with narrow frontages (set some 1m below the railway line). The southern boundary of the wedge is formed by the Bellway scheme, with 4 storey flats on the western side & 2/2.5 storey houses to the eastern end. The 'boot' part of the site passes between units on the Bellway site (4 storey flats on the western side in Chalcraft Court & 2/2.5 storey houses on the eastern side -1 Kennett lane & 1-8 Medland Mews), and then follows the Bellway access road through towards Highcross Place to the end of Pretoria Road.

1.2 The wedge part of the site (on which it is proposed to erect the buildings) is currently overgrown scrub land adjacent to the railway. There are isolated areas where materials (concrete etc) have been dumped on the land. Some of these areas have become overgrown and appear as raised areas. Generally, however, the site falls from north to south (though by only some 0.5m), and it is roughly level with the railway. Land to the south (on which the 4 storey flats are built) was raised (in order to provide SUDS), and so that site is higher than the application site (by approx.0.8-1m in the vicinity of the flats). There are a few mature trees at the western end of the wedge, close to the rear of the Highcross Place properties, and some towards the western end, but the site is generally scrub.

1.3 The boot part of the site (access road) has been surfaced with loose aggregates and is roughly level. The area of land on the opposite side of the road (which is to link with the access road in the residential development granted under ref RU.18/1280) comprises an area of mature trees that separate the site to the south . A ditch also runs across this area (running through the middle of the tree belt). The site to the south is currently under construction.

1.4 The site is part of the Hanworth Lane reserve housing site (in the 2001 Local Plan & in the Emerging Runnymede 2030 Local Plan (Policy SL3), and part is within 5km of the Thames Basins Heath Special Protection Area (TBHSPA) – the remainder being in the 5-7km zone. The site is in a ground water source protection zone and part is at the edge of an indicative area for foul sewer flooding. There is a Tree Preservation Order (TPO 417) on a belt of trees at the southern edge of the boot. Pannells Farm Site of Nature Conservation Importance lies to the southern side of Hanworth lane (SNCI - wet grassland, pond).

2. Planning history

2.1 Some of the western area of the site appears to have been part of the former industrial site historically (now Highcross Place), but it does not appear to have been built upon. Some of the northern part has been operational railway land (in the 1960's/70's, the railway lines were more extensive).

- 2.2 The Hanworth Lane site was designated a reserve housing site in the 1993 Local Plan but reserved to meet long term needs in the period beyond 2001 if needed for housing. It was envisaged in the 1993 Local Plan that a new access would be provided from Guildford Road across The Knoll site to the reserve housing site. The new access was identified as a proposal under policy EV39, though its precise route was not identified. Since this time, a new road has been built (The Knoll), but the land to the west of it used for housing (Knoll Park Road & Crown Rise) as oppose to a DIY store as envisaged under policy SH07. The new road has achieved the removal of commercial traffic from the original residential properties on the north/south arm of Hanworth lane (vehicular access not now being possible between the 2 arms of Hanworth Lane). The new road then meets the end of the west/east arm of Hanworth lane, and provides access to the commercial units on the industrial estate. The reserve housing site was carried forward in the 2001 Local Plan, but no details were included in the Plan about access.
- 2.3 An application was submitted in 1999 (ref RU.99/1136) for the creation of a roundabout and access road to serve the Local Plan Housing Allocation site off Hanworth Lane with landscaping and ancillary works. The application proposed a new mini roundabout at the junction of The Knoll and Hanworth Lane, with a new road running parallel to and south of Hanworth Lane across the northern edge of Pannells Farm and through the Salesian playing fields. However, the application was withdrawn prior to determination.
- 2.4 Also, of relevance are the applications for the development of adjoining sites as follows:
- Fusion flats (89no. in 2/3/4storey building) were built under ref RU.08/0273 on the site of the former gas holder.
 - The Highcross Place development comprises 57no. houses and flats (2/3/4s) granted under ref RU.14/0338 on the site of the former Tamchester works
 - A planning application for the erection of 2 new industrial buildings to provide B1c, B2 and B8 uses for the former Metrode site at the end of Hanworth lane (adjacent to the playing fields/Barratt residential site is currently under construction) - RU.18/1279
 - There have been a number of prior approval applications for the use of some of the commercial buildings on Hanworth Trading estate to be use for residential (RU.16/1810, RU.16/0549, ru.14/0279). Some of these residential units are now occupied (approx 45no. units); and planning permission has been refused for new residential development within the Chertsey Boulevard (ref RU.17/0659 & RU.16/0549 – the earlier application having been dismissed on appeal).
 - Applications for residential units in the Site allocation as detailed in Policy SL3 of the Emerging Runnymede 2030 Local Plan are as follows.
 - Bellway have completed a development of 130 flats (4 storeys) & houses (2/3 storey) beyond the end of Highcross Place (which discharges onto the end of Pretoria Road) under refs RU.15/0855 & RU.16/1198. Many of the units are now occupied. The road through this development is called Kennett lane.
 - Planning permission has been granted on land on the southern part of the reserve housing site for the erection of 158 dwellings, with a new access road to the south of Hanworth Lane under ref RU.18/1280. The development of this site is linked to the re-provisioning of the playing fields opposite the Salesian School on Guildford Road, Works have commenced on this permission.
- 2.5 The current application site is included in the current SLAA (2018), as part of larger site ID 48. The emerging Runnymede 2030 Local Plan carries forward the larger site as a housing allocation (Policy SL3). Policy SL3 identifies that between 2017 and 2025, the land will deliver 340 units. 130 units have been completed, which is the to the south of the site along Kennet Lane and further 158 homes have been approved on land to the south of Kennet Lane (RU.18/1280). This current application site is the last remaining parcel within the Policy SL3 allocation. The policy SL3 also provides a description of some of the key infrastructure contributions expected, including education, TBH SPA and A320 works as well as other infrastructure and links through the site.
3. Application
- 3.1 The current application is in outline, with access, layout and scale to be considered at this stage, and with appearance and landscaping reserved for subsequent approval. It proposes the erection of 52 flats 24no.1 bed flats, 28 no. 2 bed flats. The application (as revised) includes proposed layout plans with mainly linked buildings running parallel with the railway (and off-set from the northern site boundary of approx. 3m). The proposed buildings are 2, 3 and 3.5 storey in height with gaps at first floor. 52 car parking spaces are proposed. Vehicular access is proposed from the end of Pretoria Road, through Highcross Place and the new Kennett Lane which would then

branch westwards and eastwards in front of the proposed flats. Access is also proposed through the site under construction to the south which has planning permission for a new road south of Hanworth Lane linking with The Knoll. On the northern side of the proposed buildings, the 2 storey links have been inset slightly to allow for some planting to be provided on the railway side of the buildings, and spaces provided between parking spaces to allow for some greenery to break up the parking. Indicative planting is also shown along the access road. Amenity area is proposed to the north west of the site adjacent Highcross Place and south east behind the properties in Kennet Lane.

3.2 Several sections have also been provided across the proposed site to show the heights and relationship with adjoining development:

Section AA and Section BB shows the units to the north west of the site. Block 6. This is two buildings joined at ground floor with a bi storage area. The most western building would be two storey with a height of 9 metres with the eastern part being 3/12 storey at a height of approximately 13.6 metres. There would separation distances of approximately 30 metres to the residential properties in Laburnum Road, Approximately 36 metres to the flats to the South which have a height of approximately 15 metres. The block would be set off the boundary to the railway land by 3 metres and approximately 14 metres to the rear boundary of the properties at Highcross Place at first floor level. No windows are proposed to be installed on the side elevation facing Highcross Place.

Section CC shows the units central in the site. These are three storey and have a height of approximately 12 metres with separation distances to Laburnum Road of approximately 30 metres and 32 metres to the existing flats to the South which have a height of 15 metres. Section DD shows the units to the south eastern part of the site. This would be two storey and have a pitched roof with a maximum height of 9 metres. There would be separation distances of approximately 10 metres to the neighbouring properties at south west in Medland Mews off Kennet Lane and 30 metres to the properties in Laburnum road.

The proposed units would have individual private amenity areas on the South western elevation and shared bin and bike storage areas. Windows are proposed in the rear elevations facing Laburnum Road, but these would serve predominantly communal areas including stairwells and internal landing areas leading to the flats. Some windows are proposed for the flats to bedrooms and internal storage areas.

3.3 Various reports and documents have been provided with the application:

- A topographical survey has been provided for the main part of the wedge
- A Flood Risk Assessment & Surface Water Drainage Summary Statement
- Planning Statement
- Air Quality Assessment. Mitigation is proposed to limit the impact of dust during construction (see table 17)
- Arboricultural Impact Assessment: 4 category C trees and 2 groups are to be removed; a number pruned, and trees identified where there is root protection disturbance & a specific methodology is proposed in order to protect them during construction
- Phase 1 Environmental Risk Assessment which identifies that further work will be required regarding contamination should permission be granted
- A Waste Management Plan
- Environmental Noise & Vibration Assessment
- Transport Statement: which points to the sustainable location of the site in reference to Chertsey town centre, local amenities and the train station. They use census data to demonstrate that the estimated car ownership levels are relatively low (at 446 cars, which is only 8 cars more than the Surrey average for 300 dwellings). Using TRICS, they estimate that only an additional 15 two-way vehicle trips would be generated in the AM peak & 19 in the PM peak, which is equivalent to less than 1 vehicle movement every 3 minutes. On this basis, they consider that there are no highway or transport reasons why the proposed development should not be granted permission since there would be no severe residual transport impact.
- Travel Plan Statement
- Design & Access Statement It states that the elevational design (not to be considered at this stage) will be consistent with the adjoining Bellway development.
- Archaeological Statement
- Preliminary Ecological Assessment which assesses the suitability of the site for protected species and considers the impact of the development. It identifies that the site provides

potential reptile habitat and recommends a that a full survey be carried out. It also identifies that a contribution would be required towards SANGS due to the site's location relative to the TBHSPA

- Reptile Mitigation Statement which suggests that the reptiles from the application site could be relocated to a receptor site at close to Fairoaks airport, Chobham. It suggests that the long-term management potential of the potential receptor site be secured via an appropriate agreement to ensure that it was free from future development & that the site was managed in the long term for reptiles.
- Utilities Report which identifies a medium pressure gas main located along the boundary between the Bellway site & the current application site
- A Draft Unilateral Undertaking covering affordable housing, SAMM & education & playspace contributions (amounts unspecified)
- Viability Report (up-dated April 2019), which proposes 25% affordable housing. They comment that this would result in a deficit but are willing to provide it in order to reach an agreement with the Council. The Viability Report assumes contributions of £30,000 towards recreation facilities at Chertsey Recreation Ground; £300,000 towards education; £34,190 towards SANGS & SAMM; £303,066 towards improvements to the A320. They also factor in amounts to gain access to the site via Highcross Place, Kennett Lane, and across the adjoining land to the south (& including insurance for crossing the unregistered land), which would add a further £817,600 to the cost of the development.

4. Consultations

4.1 267 Neighbouring properties were initially consulted in addition to being advertised on the Council's website, in a local newspaper and by site notice. A significant number of objections have been received for the plans for the application which have been revised during the course of the application. The grounds of objection for the application have been grouped into rough topic areas to assist and are summarised below:

Emergency access:

- Emergency access from Hanworth Lane would result in adjacent properties loss of privacy and security
- Proposed emergency services access route is too narrow/too dangerous for large emergency vehicles
- Existing issues with large vehicles traversing Hanworth Lane/local roads, rendering emergency access inoperable
- A ransom strip could be purchased for alternative emergency access
- Suggests that proposed emergency entrance from Hanworth Lane is converted to permanent access
- Proposed emergency access route would be used by general traffic
- Rights of easement in place over proposed emergency access route
- Questions how the proposed emergency access route will be maintained and who will pay for it (Officer Comment – The emergency access route is no longer proposed with a new access through the site to the south now proposed).

General access:

- The main vehicular access route should be via The Knoll/Hanworth Lane Industrial Estate
- An alternative or additional access point other than Pretoria Road is required
- Under the terms of the Surrey Design Guide (Technical Appendix), a 5.5M wide road (Pretoria Road) should serve a maximum of 300 dwellings, proposed development would increase the number of properties served to 372
- Proposed access contravenes planning regulations
- A new access road, skirting the existing housing, should be considered
- Single road access is unsuitable, according to Manual for Streets 2 (Officer comment – the proposal includes two vehicle access points and two pedestrian access points.)

Traffic & Transport:

- Additional cars from proposed development will increase congestion/cause gridlock
- Capacity of A320 inadequate
- Pretoria Road is already a congested narrow road with parking along both sides and unsuitable for an extra 52+ vehicles: Parking along the narrow access roads of Pretoria Road and Highcross Place effectively reduces the roads to a single lane and pedestrian traffic is severely hampered & due to the access configuration, the vehicular entrance to

the apartment complexes is also effectively a single lane. Proposed access route is unsuitable for additional traffic

- Additional traffic will cause accidents/reduce safety
- Traffic along Pretoria Road is already at or above capacity
- Reduced visibility is already presenting danger to drivers and pedestrians
- Pedestrians at risk from lack of traversable pavement, especially during peak hours
- The Hanworth Lane/Guildford Road/Pretoria Road junction is already busy, with accidents and near misses
- Current speeding of cars along Pretoria Road will increase with development
- Construction traffic from the current development is causing congestion, near misses/damage in communal areas
- Blind corners by the Pretoria apartments and Pretoria Road entrance are increasing risk of accidents
- Concerns regarding the evidence base for the Transport Statement
- Considers the traffic assessment for Pretoria Road to be inadequate
- Accidents are already occurring at the Hamilton Close / Pretoria Road junction
- Concerns that proposals for a shared surface - including a section without a footway - will result in a health and safety hazard
- Existing issues with dangerously parked vehicles restricting access
- No traffic calming or speed limits exist along Pretoria Road
- Impact of further development in the area not considered e.g. land to the south of the current planning application
- Station Road already suffers from parking on both sides of highway, reducing road width
- Concern that highway safety issues at the newly altered Guildford Road/Hanworth lane junction will be exacerbated. Lack of road safety marking and signage
- It would be dangerous for pedestrians walking through car parking areas where people are swinging cars in and out of car parking areas
- Entrance to the estate is at its capacity
- Highcross Place is a private road and residents pay for its maintenance.
- The Pedestrian access to Highcross Place should be fully maintained by the Council
- No electric vehicle charging points are shown on the plans.
- The 2nd access would not reduce pressure on Pretoria Road

Parking:

- Parking is already under pressure / restricted and will only increase if development is granted
- Parking provision for proposed development is inadequate
- Current encroachment of pavements is forcing pedestrians to walk in the road, risking accidents
- Parking is already taking place on double-yellow lines, with allocated spaces being stolen; residents are segregating off or unable to access driveways/parking spaces
- Parking issues have been added to by construction worker parking
- Existing parking restrictions are rarely enforced, particularly at the junctions of Pretoria Road / Hamilton Close and Pretoria Road / Hanworth Lane
- Pretoria Road apartment occupants and construction workers are currently parking along Highcross Place (private road)
- Highcross Place should become an adopted road due to non-residents' parking
- Queries whether a permit holder scheme, or other method of controlling parking, is proposed
- Pretoria Road parking dangers have been reported to RBC and the Police
- No visitor parking is proposed.
- The proposal would result in a loss of a disabled car parking space in Burrell Court. (Officer comment – the existing boundary delineation between the site and the adjacent site is unchanged)

Built Environment/Impact on residential amenity

- Development proposals will cause overlooking / loss of privacy
- Overshadowing / loss of light will be caused by the proposed 4-storey apartment blocks
- Blocks are out of character with existing dwellings and will erode the local area
- The massing is out of scale and overbearing
- The design is of negative visual impact / an eyesore
- The planned density is too high

- Existing residents' quality of life / standard of living will be reduced
- Loss of existing views
- Considers proposals to be overdevelopment
- The original plans did not include blocks of flats
- Development proposals will have a negative impact on mental health and wellbeing
- Inappropriate to build so close to the railway line, in view of proposals for new Heathrow service; would result in very poor quality of life for future occupants
- Proposed development will have an adverse effect on current residential amenity
- Queries why housing is required as currently 100s of properties on the market in and around Chertsey
- Questions whether the apartments will be affordable / proposed 15% is insufficient
- Concerns regarding the impact of works on property stability (cracks noted since current development began)
- Current street lighting along Pretoria Road considered to be inadequate
- Quality of build questioned
- Issues noted with Bellway Homes and their treatment of local residents and potential buyers
- Believes that further development will have a negative impact on security. An increase in antisocial behaviour in the area is noted, with gangs of youths congregating during the evening
- Surrey Police have already voiced concerns over a potential increase in crime should the development go ahead
- The proposal would result in overlooking
- The area is already over-developed and there is no need for any additional development
- The buildings would be prison like in their appearance
- The proposal would affect the enjoyment of the front of the properties in Laburnum Road
- Out of keeping with properties in Laburnum Road
- The proposed footpath through to Highcross Place would encourage residents in the proposed development to park their vehicles in Highcross Place
- The proposal is too large for the plot
- The proposed bin stores would be too small

Environmental Health issues:

- Existing issues with noise pollution since the current development began
- Noise and disturbance during construction
- Dust pollution from current construction works
- The current development has increased light pollution & proposed development will exacerbate this
- Existing levels of air / vehicle pollution will increase
- Increased traffic along Pretoria Road has raised noise levels, which the development will exacerbate
- Issues with vibration from current construction works
- Acrid smells from existing construction works
- Displaced foxes are already posing a threat to young children, pets and general hygiene
- Current noise levels from antisocial behaviour during the evenings will increase
- Proposed emergency access route will generate noise and disruption at all hours
- Wildlife killed off

Infrastructure:

- Local amenities are already stretched, and this will increase with an higher population
- Schools are already stretched beyond capacity
- Drainage / water supplies will be placed under further strain / unable to cope
- Health providers are already overstretched in the area (incl. GP surgeries, health centres, dentists and hospital services)
- Local doctors and dentists already have long waiting times and appointment lists
- Essential local shops currently have daily queues
- Believes that gas pipework fractures within the area are due to vibrations from the high volume of traffic
- Significant amount of standing water in area would get worse if land paved over.
- The drains in the area are already at capacity additional development would overwhelm the current system

Natural Environment

- Current and proposed loss of habitat will further displace wildlife (noted: fox den, wild rabbit warren, birds and hedgehogs)
- Loss of greenspace / destruction of the last section of undeveloped land within the area
- Reduced privacy from previous felling of trees (noted that not included within Arboricultural Impact Assessment)
- Queries whether current development includes plans to reinstate felled trees
- Concerns raised regarding 2no. juvenile oak trees: impact on root systems, crowns and future growth (trees referenced within submitted plans)
- New buildings will not get the required proportionate amount of outdoor space required under current building regulations / little space allowed for landscaping
- Proposed emergency access from Hanworth Lane would cause the removal of trees currently acting as a visual barrier between residential and commercial areas
- Notes that proposed emergency services access route is an area of special habitat where frogs, newts and other small wildlife flourish
- Notes that wildlife has declined since trees felled, particularly birds
- Inadequate landscaping
- Idea of relocating wildlife is ridiculous

Miscellaneous:

- Requests that for the benefit of new occupants, the decision is delayed until after Chertsey Halt is completed
- Believes that the developer is submitting separate applications to prevent a considered review of proposals
- Claims that old or inaccurate plans were submitted for current development
- SCC Transport Statement referenced but not published
- Considers that the development is a direct contravention of planning Policy, references Protocol 1, Articles 1 and 8 of the Human Rights Act
- Negative impact on property prices
- Queries why not notified
- The proposal would result in an increase in anti-social behaviour
- There are empty properties in Addlestone – No need for new housing in the area to be built
- Footpath through Highcross Place would lead to more anti-social behaviour in the estate
- The proposal would lead to more people parking and more litter
- The proposal is adding to the stress of residents at this time.

- 4.2 The County Highway Authority raises no objection and recommends that the proposal as revised is acceptable and would not impact on Highways Safety. They have also requested a contribution for improvements to the A320 (£222,335.63), travel plan auditing fee, and the provision of a car club bay and car club vehicle.
- 4.3 The County Archaeological Officer has no objections (in respect of the application as initially submitted or as revised) subject to a condition on any permission to secure a programme of archaeological work.
- 4.4 The Surrey Minerals Officer has no comments on the proposed development
- 4.5 The Council's Contaminated land officer has no comments subject to conditions
- 4.6 Cadent Gas (formerly the National Grid) has no objections but requests an informative of any permission.
- 4.7 The Council's Tree Officer has no objections on the application as initially submitted, or as amended subject to conditions.
- 4.8 The Council's Environmental Protection Officer raised queries with regard to noise levels in the flats & air quality. The windows on the rear elevation would have mechanical ventilation to keep any noise from the railway to the occupiers of the units at a minimum with the windows shut.
- 4.9 Thames Water has no objections with regard to sewerage infrastructure capacity.

- 4.10 The Council's Housing Manager comments that it is disappointing that only 13 of the 52 units proposed in the scheme are affordable. She points to the need for affordable housing in the Borough & the shortfall in supply. She identifies the need for affordable rented 2 bed 4 person homes, that rents be no higher than the Local Housing Allowance rate; that lifts be provided to enable applicants with mobility issues and parents with small children to occupy the units. She asked that discussions be held with the RP's about the product prior to the selection of an RP being finalised.
- 4.11 The County Education Department have requested a sum of £131,574 including £34,999 towards an early years education infrastructure in Chertsey, £51,068 towards primary education in the Chertsey, Addlestone and Ottershaw Area specifically a project at Meadowcroft Community Infant School, and £45,507 towards secondary education in Runnymede specifically a project at Jubilee High School.
- 4.12 Natural England comment that they have no objections if the Applicant complies with the Council's adopted Thames Basin Heaths SPA Avoidance Strategy.
- 4.13 The Surrey Wildlife Trust initially raised some concerns relating to the reptile population and the proposed translocation to a receptor site. They commented that in the light of the issues that they identify, the Applicant cannot demonstrate to the Council that the proposed development will not result in the killing or injuring of individual reptiles, or that their population and habitats will not be adversely affected as a result of the proposed development. The Applicant has submitted further information, and the Surrey Wildlife Trust has confirmed that they are content with the measures, provided that the translocation and management can be secured in perpetuity on the site proposed (adjacent to the Fair Oaks site). The Applicants have provided a map of the translocation site, which is right at the Borough boundary and has confirmed that the owner of the site would be willing to enter into a S106 agreement to secure the translocation, and long term management and maintenance of the site for reptiles in perpetuity.
- 4.14 The Environment Agency has no objections subject to conditions
- 4.15 The County Lead Local Flood Agency (LLFA) has no objections on the application subject to conditions
- 4.16 The Council Drainage Engineer has no objections.
- 4.17 The Police Crime Prevention Advisor has no objections, subject to a condition on any permission.
- 4.18 The Council Community Services Manager Comments that whilst some play equipment is to be provided on the site to the south, the range of equipment isn't wide, so they request a contribution of £30,000 towards up-dating the play equipment at the Chertsey Rec to make it available/ useable for the children.
- 4.19 Affinity Water does not raise an objection but refers to the need to follow British Standards and Best Practice to reduce groundwater pollution risks. They comment that if any pollution is found at the site, then the appropriate monitoring and remediation methods will need to be undertaken.
- 4.20 No comments have been received from South West Trains, SSE Power Distribution, the North West Surrey Clinical Commissioning Group, Network Rail, SGN Plant Protection, UK Power Networks, Surrey Fire Services,
- 4.21 Barratt, David Wilson Homes (who are developing the site on the southern side of the Hanworth lane reserve housing site) comment that the developers intend to tack on to their access road, so nothing unexpected.
5. Relevant Local Planning Policies
- 5.1 Saved Policies in the Runnymede Borough Local Plan Second Alteration 2001: H01, H03, H04, H06, H09, NE14, NE15, NE16, NE17, NE18, NE20, BE2, BE17, BE25, R1, R3, R16, MV3, MV4, MV5, MV9, SV2, SV2A.
- 5.2 The Draft Runnymede 2030 Local Plan has completed its statutory Examination in Public stage and the Planning Inspector's report has been published which concludes that, subject to adoption by the Council of specified modifications therein, the Plan is regarded as sound. As such, it can now be given significant weight in planning decisions having regard to relative out-of-date status

of the adopted Runnymede Local Plan Second Alteration 2001 and advice contained in the NPPF. The Emerging Policies relevant to this application are SD1, SD2, SD3, SD4, SD5, SD7, SD8, SL3, SL19, SL20, EE1, EE9, EE10

6. Planning Considerations

- 6.1 In the determination of this application regard must be had to the Development Plan and National policy within the NPPF, and it must be considered in the light of the presumption in favour of sustainable development. The application site is part of a long term allocated reserve housing site, the majority of which has already been granted permission for housing and have been built or under construction. The application is in outline, with access, layout and scale are to be considered at this stage and appearance and landscaping reserved for subsequent approval. The key planning matters are housing land supply/need; mix; affordable housing; traffic, highway safety and car parking; impact on the character and visual amenities of the area; impact on the residential amenities of adjoining occupiers; leisure/ recreation; crime prevention; potential impact on trees; impact on statutorily designated sites and protected species; noise and vibration; sustainable drainage and flood risk; contaminated land and ground water; impact on local infrastructure;
- 6.2 This site has been allocated for development to meet long term housing needs for a very long time, since the 1993 Local Plan. The site is part of the Hanworth Lane reserve housing site (identified in saved Local Plan policy H06) and is also part of an allocation for development in the Emerging Local Plan Policy SL3 for 330 units. 278 units has already been approved and have been built or are under construction. This is the remaining parcel of this allocation. The need to deliver additional housing is a key policy of the NPPF, and significant weight must be accorded to the contribution that the site would make to housing supply and fulfil the aims of the emerging Runnymede 2030 Local Plan. It is therefore considered that the redevelopment of this final parcel of land is acceptable in principle.
- 6.3 The NPPF makes it clear that for a development to be judged to be sustainable, it needs to create a high quality built environment, and contribute towards protecting and enhancing the natural and built environment; and as part of this, helping to improve biodiversity. Contributing towards the supply of housing must therefore be balanced against other considerations before concluding whether the proposal constitutes sustainable development and if not whether there is conflict with the NPPF and local plan policies and whether any adverse impacts of permitting the application would significantly and demonstrably outweigh the benefits.
- 6.4 The site would be accessed via a spur off Pretoria Road, along Highcross Place and through the Kennett Lane. Additional access is also proposed by a junction to the site opposite the spur which is under construction to the south (RU.18/1280), and pedestrian access is proposed via Highcross Place. Pretoria Road is an adopted highway, whereas Highcross Place and Kennett Lane are not adopted – nor proposed to be adopted. There have been a series of developments permitted in recent years for residential developments served off the road, notably 89 flats on the Fusion site (former gas holder); 57 houses and flats on Highcross Place (the former Tamchester site), and most recently, for 130 houses and flats on the Kennet Lane development to the south of the site and either side of the access road. When the Kennet Lane development came forward, the Highway Authority advised that they considered the proposed access to be acceptable, but that a maximum of 130 dwellings would normally be the limit in terms of properties served off a single access point.
- 6.5 The application would add a further 52 dwellings to the same access point. However, the application also includes an access through the site to the south currently under construction RU.18/1280 to facilitate an additional route to the site. This has already been secured by the s106 agreement entered into by the developer for the adjoining site under RU.18/1280. The County Highway Authority has reviewed the scheme and raises no objection in terms of highway capacity and highway safety and has recommended a condition to secure the visibility requirements at the entry/exit from the access from the south. The development would add to trips on the local network including the A320, and the CHA recommend that a contribution of £222,335.63 should be provided for improvements to the A320 junctions and links. In addition a travel plan auditing fee of £4600, and a car club bay and vehicle should be provided for users of the development and the wider area. There would be more trips along the new road south of Hanworth Lane which would pass by residential properties in The Knoll and Crown Rise, however, it is considered that any such vehicle movements would not be materially harmful to the amenities of these properties in terms of material increase in noise and disturbance. Subject to these contributions, the sustainable location of the site, coupled with additional vehicular access and pedestrian access proposed it is

- considered that the development would not materially harm highway safety nor cause harm to other highway users. The CHA request other conditions regarding, layout of parking and cycle storage, construction \transport management plan, visibility splays, electric vehicle charging points. It is therefore considered the access arrangements are acceptable and comply with saved Policy MV4 and emerging policy SD5.
- 6.6 The NPPF requires development to provide a good standard of amenity for existing and future users. Saved Policy HO9 of the Runnymede Local Plan requires all development to be sensitively designed to not damage the character and amenity of established residential areas, provide appropriate space between existing and proposed units, allow for the retention of tree and provide landscaping of a high standard and provide adequate privacy for existing and proposed properties. Saved Policy BE2 requires proposals to respect townscape character, existing buildings, street pattern boundary treatments, building heights street scene. Policy EE1 of the Emerging Runnymede 2030 Local Plan refers to townscape and landscape quality. This echoes the requirements of Saved Policies HO9 and BE2 of the Local Plan in developments being ensuring not adverse impact on the amenities of occupiers of proposed developments or neighbouring properties, and schemes to make a positive contribution to the Boroughs townscape.
- 6.7 The application site is in an area which has a mixed style of development with 2 storey residential houses in Highcross Place, 4 storey flats in Burnell Court and Chalcroft Court and 2 storey houses along Kennet Lane to the south east and Laburnum Road to the North. The higher 3½ and 3 storey units would be central in the site closest to the 4 storey flats in Burnell and Chalcroft Court. The units closest to residential dwellings in Highcross Place and Kennet Lane would be two storey. The heights of the units would be lower, than the units in Burnell and Chalcroft Court, but their form would be in keeping with these units. Gaps are proposed at first floor level breaking up the units and landscaping is proposed to the front of the units and to the east and west of the site. In addition, landscaping is also proposed along the access road to the site. The units would not be clearly visible from outside of the site, however, given the proposed rhythm and scale of the development and the rhythm and scale of the adjacent neighbouring properties it is considered that the proposal would not materially be out of keeping with the established character of the area and would not unduly harm the amenities of the street scene. The proposal would therefore comply with Saved Policies BE2 and HO9 of the Local Plan and emerging policies EE1 of the Local Plan Runnymede 2030.
- 6.8 The size of the flats would be very close to the size requirements as outlined in Policy SL19 and each flat would have their own individual private amenity areas facing south. The future occupiers would also be able to access the two areas of communal amenity space at either end of the site, close to Highcross Place and behind the properties off Kennet Lane. The flats would back onto the railway and would experience noise and vibration from trains passing. The layout of the flats has therefore been designed such that there are limited habitable rooms facing the railway and all the balconies are on the southern side away from the railway. The Environmental Health officer has advised that alternative methods of ventilation are required, and this can be secured by condition. It is considered that each unit would have a reasonable standard of internal and external amenity, and would comply with Saved Policy HO9 and policy EE1 of the Emerging Runnymede 2030 Local Plan in this respect. Therefore it is considered the siting and layout of the site are acceptable. The mix of the flats of one and two bedroom flats does not provide the full range of including 3 and 4 bedroom dwellings that the SHMA and emerging policy SL19 require. However, officers consider that the greater proportion for two bedroom flats is acceptable, and the scheme is consistent with its location, and that the larger homes would not be feasible or viable.
- 6.9 The site is surrounded by residential dwellings and therefore a development of this scale on this current open land would be highly visible and prominent from many neighbouring vantage points. There would be separation distances of 14 metres to the boundaries with properties in Highcross Place, 10 metres to properties in Kennet Lane and 30 metres with properties in Laburnum Road (on the opposite site of the railway). In addition, the proposal has been designed with the lower buildings closer to the more sensitive boundaries. It is considered that because of the separation distances the proposed buildings would not materially result in an over-dominant form of development which would be detrimental and harm to the amenities of the occupiers of the adjacent neighbouring properties.
- 6.10 The proposal would include windows in the rear north east facing elevation which may overlook the properties in Laburnum Road. However, the majority of these windows would serve communal areas such as stairwells. To prevent overlooking and loss of privacy these windows can be obscurely glazed and a condition is imposed to secure this. In terms of prevention of perception

of nuisance from multiple lighted windows at night facing the houses in Laburnum Road, this can be given further consideration at the reserved matters detailed design stage. The closest properties to the development would be in Medland Mews in Kennet Lane and Highcross Place. The closest flats would be approximately 10 and 14 metres respectively to the boundaries of these properties. The juxtaposition of these flats would result in some oblique overlooking and potential impact on the neighbouring occupiers from loss of privacy which is a negative of the scheme, however, this could be mitigated by installing screens on the sides of the balconies for the flats closest to Medland Mews and Highcross Place. It is therefore considered that subject to condition regarding screens the proposal would provide a reasonable balance of amenities and would comply with Saved Policies of the Local Plan and Policy EE1 of the Emerging Runnymede 2030 Local Plan.

- 6.11 In terms of affordable housing, the NPPF/G makes it clear that local planning authorities should boost significantly the supply of housing (including affordable) and to set policies to meet the identified need for affordable housing. Saved policy H04 seeks to meet the needs for affordable housing by providing a percentage of affordable units within a development site, and the Council has an adopted Supplementary Planning Guidance providing further detail about the threshold for engagement of the policy and related matters such as tenure. The policy states that Applicants will need to justify to the Council the proportion of units provided based on market conditions, the site's size, suitability and location. The guidance states that for sites of 15 units or more 40% of new housing should be affordable. Whilst the 2017 SHMA makes it clear that the need for affordable housing is significantly greater than was envisaged in 2001 (date of adoption of current Local Plan), nevertheless in seeking to meet the need for affordable housing, the saved policy is considered to remain in general accordance with government policy in the NPPF/G. Further, the Affordable Housing SPG was produced in 2007 by the Council to clarify the policy based on more relevant evidence. Whilst it was based on a policy framework that has been largely superseded subsequently, nevertheless, it is also considered to remain in accordance with current government policy in the NPPF/G. The current application initially proposed 15% affordable (8no. units). This has now been increased to 25% (13 units in the form of 9no. 2 bed affordable rented units and 4no. 2 bed shared ownership units). This is not in accordance with Saved Local Plan Policy H04 nor the adopted SPG, or Emerging Policy SL20 which requires all development proposals of 10 units or more to provide 35% affordable units.
- 6.12 A Viability report has been provided with the application which has been independently reviewed by the Council's consultants who initially found the 15% to be unacceptable. The applicant has since revised the scheme to propose 25% of the flats will be affordable. This has again been independently reviewed, and the advice received is that the offer of 25% of on-site affordable housing would be reasonable in addition to meeting other planning obligation requirements (see later paragraphs in this report). Reviewing these other contributions, officers consider there is an opportunity for a financial contribution towards affordable housing in addition to the onsite provision, in the order of £102,372. The independent viability consultants have recommended that a clause be added in the S106 to enable the contribution to be reviewed in view of the application being outline only. It is a matter for the committee to balance, but officers consider that the complete package of onsite affordable housing of 25% and financial contributions in line with the requirements of the emerging policies SL3 and SL20 make the scheme acceptable.
- 6.13 In terms of Statutorily designated sites, part of the site lies within 5km of the Thames Basins Heath SPA, and the whole of the site lies within 7km of the SPA. In accordance with guidance from Natural England, the Habitats Regulations Assessment requirements are that plans or projects which may have a likely significant effect on a European designated site (such as the TBHSPA) can only proceed if the competent authority is convinced they will not have an adverse effect on the integrity of the European site. Recent case law has suggested that likely significant effects cannot be ruled out at this screening stage, and in accordance with the Natural England guidance and national legislation, the application proposal must be made subject to an appropriate assessment. In accordance with the Council's SPG, and without consideration of potential mitigation regarding the TBHSPA this application is 'screened in' to the need for appropriate assessment as it lies within a zone of influence where recreational disturbance arising from new occupation in proximity to the TBHSPA is likely to have an adverse effect. The Applicants have submitted an Ecological Assessment that touches on the impact on the SPA and which states that it is likely that financial contributions would be required to manage indirect visitor impacts through SANGS in accordance with the adopted SPG (although the documentation submitted does not provide the necessary evaluation of risk of adverse impacts of the designated features of these protected sites, contrary to the Wildlife and Countryside Act 1981 and the NPPF). The revised layout provided proposes that 20 of the dwellings lie in the 5km zone from the TBHSPA – although comments that this may alter at reserved matters stage. The remainder (32) lie in the 5-7km zone.

The adopted SPG does not include an appropriate sum for the 5-7km zone, but in the adjoining development, the contribution of a quarter of the full contribution was considered acceptable by Natural England. Natural England have been consulted on this current application and raise no objection subject to appropriate mitigation measures being secured. This will mean a SMM contribution of £630 per dwelling in the 5km zone (20 units) and £157.50 per dwelling in the 5-7 km zone (32 units), and a SANG contribution of £2000 per unit in 5 km zone (20 units) and £500 per unit in 5-7 km zone (32 units). The total sums for SMM are £17,640, and £56,000 for SANGs. It is considered that the contributions are acceptable and adequate to be able to conclude no likely significant effect on the SPA, subject to the prior completion the S106 to secure the SMM and SANG contributions. This is in accordance with Saved Policy NRM6 of the South East Plan 2009, Saved policy NE16, new Policy EE10, and guidance in the NPPF.

- 6.14 In terms of protected species, the Ecological Assessment identifies that the site has a medium importance for reptiles. A Mitigation Strategy has also been submitted which proposes the relocation of the reptiles from the site to Samson's Wood (adjacent to the Fair Oaks development and within Runnymede Borough). The Strategy suggests that the translocation and long-term management of the receptor site for reptiles may be secured by a S106 agreement. Surrey Wildlife Trust initially raised concerns over the translocation proposed. Following which the applicant submitted additional information including a map of the site and confirmation that the applicant will enter into a S106 agreement to secure the site for translocation. The Surrey Wildlife Trust are satisfied that providing site improvements at the location site are carried out prior to the translocation of wildlife and that the owner is will to enter a S106 to secure the long term management and maintenance of the site. Subject to this the proposal would comply with Saved Policy NE20 and Policy EE9 of the emerging Runnymede 2030 Local Plan. Apart from the existing wild grasses etc on the site, The Council's Tree Officer comments that there are no significant individual trees to be removed and that he is confident that the site could benefit with a new planting scheme. A no-dig construction is proposed to protect trees along the access. A draft method statement has been submitted with the application. However, a finalised method statement and corresponding tree protection plan should be required by condition, as should a landscaping scheme with replanting. Landscaping has been reserved and it is considered that the layout will enable good quality landscaping to be provided, which will also contribute to enhancing biodiversity at the site, in accordance with saved policies NE14 and NE15, and new policies EE9 and EE11.
- 6.15 The site is in a low risk flood area, but in a ground water source protection zone, underlain by an aquifer. Part is at the edge of an indicative area for foul sewer flooding. The Environment Agency raise no objection but advise that the previous use of the site presents a risk of contamination that could be mobilised during construction to pollute controlled waters. They are particularly sensitive in this location due to the principal aquifer under the site. Whilst the EA are content that the evidence provided gives them confidence that it will be possible to suitably manage the risk posed to controlled waters, they require that conditions be imposed on any permission. The conditions relate to unexpected contamination remediation and the infiltration of surface water into the ground. The Council's Contaminated land officer has also requested the submission of a condition to require the submission of a phase 2 intrusive investigation, the submission of a remediation scheme, validation of remediation and reporting of any unexpected contamination. The LLFA has no objections subject to conditions requiring details of the SUDS scheme. The Council's Drainage Engineer has reviewed all of the information and is satisfied that infiltration drainage can be considered at the site. It is therefore considered that the proposal would comply with Saved Policies SV2 and SV2a and new Policy EE13 of the emerging Runnymede 2030 Local Plan.
- 6.16 The site is over 0.4ha in size, but not in an area of archaeological potential. A desk top assessment has been submitted with the application as required. An archaeological evaluation is proposed to be secured via a condition. This is considered acceptable to the County Archaeological Officer and in accordance with saved Local plan policies BE16 and 17, and new Policy EE7 of the emerging Runnymede 2030 Local Plan and guidance in the NPPF.
- 6.17 The site is close to the railway. A Noise Report and Air Quality Assessment have been submitted with the application and reviewed by the Council's Environmental Health Officer. He raised queries regarding noise but was satisfied by the further information provided. Conditions are recommended on any permission, to secure dust suppression methods during the construction of the development, acoustic fence and an alternative ventilation system for the habitable rooms facing the railway should the occupiers choose to have their windows closed. On this basis, subject to safeguarding conditions, the scheme is considered to be acceptable under new Policy EE2 of the emerging Runnymede 2030 Local Plan. No details of any renewable energy measures have been submitted and therefore a condition is required to ensure renewable energy technologies are

provided to comply with Policy SD9 of the Emerging Runnymede 2030 Local Plan in providing of at least 10% of the energy requirements of the units.

- 6.18 In terms of other technical matters, The Council's Contaminated Land Officer has reviewed the submitted investigation report, and advises that further details need to be submitted prior to commencement of development because this is application is for outline only, and details are also required of the land conditions in the areas of the site proposed for landscaping. Subject to this, the proposal will also comply with new policy EE2 in this respect. Comments have been received from the Police Crime Prevention Design Advisor who recommends that the scheme follow the principles of Secured by Design such to ensure the proposal would be a safe and secure development. An informative is recommended regarding this so that the reserved matters can include information on this important matter.
- 6.19 New Policy SL3 and the Infrastructure Delivery Plan specify a range of infrastructure improvements which can be secured by a s106. The Local Education Authority has been consulted and they require contributions of £131,574 to education projects in the area: £34,999 towards an early years education infrastructure in Chertsey, £51,068 towards primary education in the Chertsey, Addlestone and Ottershaw Area specifically a project at Meadowcroft Community Infant School, and £45,507 towards secondary education in Runnymede specifically a project at Jubilee High School. Infrastructure Delivery Plan suggests a residential scheme of this size in Chertsey would generate a requirement for a contribution of £122,734 to Outdoor sports, playspace, allotments, and community facilities in the area. These contributions, in addition to the A320 and TBHSPA contributions would provide a total of £570,283.63 for local projects. Subject to approval of this application, officers can advise that the site allocation as a whole will have contributed approximately £1.5 million to education projects, £1 million to A320 upgrade works and approximately £500,000 to impact on the TBH SPA. With affordable housing being provided on all sites of approximately 100 units. It is considered that the proposal would comply with Policies SL3 and SD4 of the emerging Runnymede 2030 Local Plan.

7. Conclusion

- 7.1 The site is part of a long term reserve housing site close to the railway station and public facilities. The site is the last parcel of land in the allocation as detailed in Policy SL3 of the Emerging Runnymede 2030 Local Plan. The proposal would complete this allocation and would make a valuable contribution to housing in the Borough and reflect the housing numbers in the Emerging Policy. The scheme would also provide financial contributions to A320 works, education and provide affordable housing on site as well as an additional contribution to off site affordable housing.
- 7.2 The proposal would make full and effective use of land which is encouraged by the NPPF and provide linkages through the site to the wider area. Landscaping is also proposed providing private and public amenity areas for future residents of the site and the wider area. The proposal would also provide financial contributions to community infrastructure works outside of the site as identified in the Draft Infrastructure Delivery Plan for use of residents of the area as well as the future occupiers of the development.
- 7.3 The scale, layout and access to the site has been revised during the course of the application, increasing affordable housing and improving accessibility throughout the area. It is considered that the benefits of providing housing, completing the site allocation as outlined in the Policy SL3 of the Emerging Local Plan as well as maximising the use of the land and providing contributions to improve the well being of residents in the wider area carries substantial weight in favour of this application
- 7.4 Consideration has been given to Articles 1 and 8 of the First Protocol of the European Convention on Human Rights It is not considered that the decision would result in a violation of any person's rights under the Convention.

Consideration has been given to s149 of the Equality Act 2010 (as amended), which has imposes a public sector equality duty that requires a public authority in the exercise of its functions to have due regard to the need to:

- (a) Eliminate discrimination, harassment, victimisation and any other conduct prohibited by the Act
- (b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it

(c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

It is considered that the decision would have regard to this duty.

7.5 The development has been assessed against the following Development Plan policies – saved Policies H01, H03, H04, H06, H09, NE14, NE15, NE16, NE17, NE18, NE20, BE2, BE17, BE25, R1, R3, R16, MV3, MV4, MV5, MV9, SV2, SV2A. of the Runnymede Borough Local Plan Second Alteration April 2001 Policies, SD1, SD2, SD3, SD4, SD5, SD7, SD8, SL3, SL19, SL20, EE1, EE7, EE9, EE10 of the Emerging Runnymede 2030 Local Plan the policies of the NPPF, guidance in the PPG, and other material considerations including third party representations. On the basis of the above, it is now considered that the benefits of the scheme assessed against the NPPF as a whole are not now outweighed by the adverse impacts identified, and that the development would not result in any harm that would justify refusal in the public interest – and on this basis, approval is recommended, subject to a S106 and conditions as set out below.

Officer's Recommendation:

The Corporate Head of Development Management and Building Control be authorised to grant planning permission subject to the following obligations and planning conditions:

The completion of a Section 106 Agreement under the Town and Country Planning Act 1990 (as amended) to secure the following obligations:

- 1) Transportation Improvements and contributions including:
 - A contribution of £222,335.63 towards improved to the A320 junctions and links
 - A travel Plan auditing fee £4,600
 - Provision of a car club bay and car club vehicle within the development site for use by both future occupiers and the wider public
- 2) Education contributions
 - £34,999 towards an early years education infrastructure in Chertsey,
 - £51,068 towards primary education in the Chertsey, Addlestone and Ottershaw Area specifically a project at Meadowcroft Community Infant School, and
 - £45,507 towards secondary education in Runnymede specifically a project at Jubilee High School.
- 3) SAMM TBH SPA financial contribution of 630 per dwelling in the 5km zone (20 units) and £157.50 per dwelling in the 5-7 km zone (32 units) (total of £17,640)
- 4) SANG TBH SPA - £2000 per unit in 5 km zone (20 units) and £500 per unit in 5-7 km zone (32 units) (total of £56,000)
- 5) Community facilities
 - Playspace - £70,762.8
 - Playing pitches - £39,048
 - Allotments – £6,448
 - Community facilities - £6474.6
- 6) The delivery of 13 no. affordable units on the site. (9 affordable rent and 4 shared ownership)
- 7) Affordable Housing contribution of £102,372
- 8) Provide mitigation for relocation of reptiles and long term management and monitoring at site adjacent to Fair Oaks Airport.
- 9) Monitoring fee £10,000

And Subject to the following conditions:

- 1 Outline application (standard time limit)
Approval of the details of the appearance and landscaping of the site (hereinafter called "the reserved matters") shall be obtained from the Local Planning Authority in writing before any development is commenced, and shall be carried out as approved.

Reason: To comply with Section 51 of Part 4 of the Planning and Compulsory Purchase Act 2004.

- 2 Outline application (reserved matters standard time limit)
 - a. Application for approval of the reserved matters referred to in Condition 1 shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.

b. The development hereby permitted shall be begun either before the expiration of five years from the date of this permission, or before the expiration of two years from the date of approval of the reserved matters to be approved, whichever is the later.

Reason: To comply with Section 51 of Part 4 of the Planning and Compulsory Purchase Act 2004.

3 List of approved plans

The development hereby permitted shall not be carried out except in complete accordance with the following approved plans 1025 Rev P4 SO, 1001 Rev P1 SO, 6002 Rev P3 SO, 6001 Rev P3 SO, 5003 Rev P4 SO, 5002 Rev P4 SO, 5001 Rev P4 SO, 1026 Rev P4 SO, 6003 Rev P4 SO, 2002 Rev P6 SO, 1027 Rev P4 SO, 4002 P3 SO, 3001 P4 SO, 4001 P3 SO received 31 March 2020, Supporting email 3 June 2019, Slow worm relocation site/Runnymede Boundary plan 3 June 2019, Environmental Noise and vibration Survey and Impact Statement report 236701 NV1A2_Rev 1 received 29 May 2019, Viability Assessment April 2019, Arboricultural Impact Assessment HWA10066.01_APIII received 31 January 2019, Exploratory Hole Location Plan 47601/G/FIG02 Rev A received 25 October 2018, reptile mitigation Strategy PR121549 Rev A received 18 September 2018, Travel Plan received 28 June 2018, Waste Management Plan received 23 February 2018, Surface Water Drainage Summary received 20 February 2018, Design and Access Statement, Geology Maps, Travel Plan Statement, Air Quality Assessment, Transport Statement, Arboricultural Impact Assessment HWA1006_AP111, Archaeological Assessment, Flood Risk Assessment and Sustainable Drainage Strategy, Extended Phase 1 Habitat Survey (Preliminary Ecology Assessment) and Planning Statement received 26 January 2018.

Reason: To ensure an acceptable scheme and to comply with saved Policy BE2 of the Runnymede Borough Local Plan Second Alteration 2001.

4 No site clearance or any works or any development shall take place until the protected species (slow worms) have been collected and translocated to an alternative site in accordance with the details of the application, and in accordance with the methodology in the submitted Reptile Mitigation Strategy dated 12.9.18.

Reason: To ensure that the development does not harm the identified protected species and to comply with saved Policy NE20 of the Runnymede Borough Local Plan Second Alteration 2001, new policy EE9 of the emerging Runnymede 2030 Local Plan and the NPPF.

5 No part of the development shall be first occupied unless and until the proposed access to the south of the site has been constructed and provided with visibility zones in accordance with the approved plans and thereafter the visibility zones shall be kept permanently clear of any obstruction over 1.05m high.

Reason: In order that the development should not prejudice highway safety nor cause inconvenience to other highway users and in recognition of "Promoting Sustainable Transport" in the National Planning Policy Framework 2019 and to comply with Saved Policies MV4, MV5 and MV9 of the Runnymede Borough Local Plan Second Alteration April 2001.

6 The development hereby approved shall not be first occupied unless and until space has been laid out within the site in accordance with the approved plans for vehicles and cycles to be parked and for vehicles to turn so that they may enter and leave the site in forward gear. All cycle parking shall be secure, covered and lit. Thereafter the parking and turning areas shall be retained and maintained for their designated purposes.

Reason: in order that the development should not prejudice highway safety nor cause inconvenience to other highway users and in recognition of "Promoting Sustainable Transport" in the National Planning Policy Framework 2019 and to comply with Saved Policies MV4, MV5 and MV9 of the Runnymede Borough Local Plan Second Alteration April 2001.

7 No development shall commence until a Construction Transport Management Plan, to include details of:

- (a) parking for vehicles of site personnel, operatives and visitors
- (b) loading and unloading of plant and materials
- (c) storage of plant and materials
- (d) programme of works (including measures for traffic management)
- (e) measures to prevent the deposit of materials on the highway

- (f) before and after construction condition surveys of the highway and a commitment to fund the repair of any damage caused
- (g) on-site turning for construction vehicles

has been submitted to and approved in writing by the Local Planning Authority. Only the approved details shall be implemented during the construction of the development.

Reason: in order that the development should not prejudice highway safety nor cause inconvenience to other highway users and in recognition of "Promoting Sustainable Transport" in the National Planning Policy Framework 2019 and to comply with Saved Policies MV4, MV5 and MV9 of the Runnymede Borough Local Plan Second Alteration April 2001.

- 8 The development hereby approved shall not be occupied unless and until at least 20% of the available parking spaces are provided with a fast charge socket (current minimum requirement: 7kw Mode 3 with Type 2 connector - 230 v AC 32 amp single phase dedicated supply) and at least a further 20% fitted with appropriate infrastructure to provide additional fast charge points at a later date, all in accordance with a scheme to be submitted to and approved in writing by the Local Planning Authority.

Reason: In order that the development should not prejudice highway safety nor cause inconvenience to other highway users and in recognition of "Promoting Sustainable Transport" in the National Planning Policy Framework 2019 and to comply with Saved Policies MV4, MV5 and MV9 of the Runnymede Borough Local Plan Second Alteration April 2001.

- 9 Prior to the occupation of the development a Travel Plan shall be submitted for the written approval of the Local Planning Authority in accordance with the sustainable development aims and objectives of the National Planning Policy Framework, Surrey County Council's "Travel Plans Good Practice Guide", and in general accordance with the 'Full Travel Plan' document dated June 2018, and then the approved Travel Plan shall be implemented on occupation and for each and every subsequent occupation of the development, thereafter maintain and develop the Travel Plan to the satisfaction of the Local Planning Authority.

Reason: In order that the development should not prejudice highway safety nor cause inconvenience to other highway users and in recognition of "Promoting Sustainable Transport" in the National Planning Policy Framework 2019 and to comply with Saved Policies MV4, MV5 and MV9 of the Runnymede Borough Local Plan Second Alteration April 2001.

- 10 Tree protection
Prior to the commencement of any works hereby approved, including demolition, and before any equipment, machinery or materials are brought on to the site, updated arboricultural information shall be submitted to the Local Planning Authority for approval and then subsequently approved. Tree protective measures shall be installed in accordance with the approved arboricultural information and should consist of the following updated documents:

- I. Arboricultural Impact Assessment
- II. Arboricultural Method Statement
- III. Tree constraints plan
- IV. Tree protection plan

The works shall be carried out in accordance with the approved protection plan and method statement. The protective measures shall remain in place until all works are complete and all machinery and materials have finally left site. Nothing shall be stored or placed in any area fenced in accordance with this condition, nor shall any fires be started, no tipping, refuelling, disposal of solvents or cement mixing carried out and ground levels within those areas shall not be altered, nor shall any excavation or vehicular access, other than that detailed within the approved plans, be made without the written consent of the LPA.

There shall be no burning within six metres of the canopy of any retained tree(s). Where the approved protective measures and methods are not employed or are inadequately employed or any other requirements of this condition are not adhered to, remediation measures, to a specification agreed in writing by the LPA, shall take place prior to first occupation of the development, unless the LPA gives written consent to any variation.

Reason: To protect the trees to be retained, enhance the appearance of the surrounding area and to comply with saved policies NE14 and NE15 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

11 Landscaping

a. No above ground development shall take place until full details of both hard and soft landscaping works have been submitted to and approved in writing by the Local Planning Authority (LPA) and these works shall be carried out as approved prior to the first occupation of the development. This scheme shall include indications of all changes to levels, hard surfaces, walls, fences (including any fence along the boundary with the flats at Chalcraft Court and fencing along the access road, access features, minor structures, the existing trees and hedges to be retained, together with the new planting to be carried out and details of the measures to be taken to protect existing features during the construction of the development.

b. All hard and soft landscaping works shall be carried out in accordance with the approved details. Arboricultural work to existing trees shall be carried out prior to the commencement of any other development; otherwise all remaining landscaping work and new planting shall be carried out prior to the occupation of any part of the development or in accordance to the timetable agreed with the LPA. Any trees or plants, which within a period of five years of the commencement of any works in pursuance of the development die, are removed, or become seriously damaged or defective, shall be replaced as soon as practicable with others of similar size and species, following consultation with the LPA, unless the LPA gives written consent to any variation.

Reason: To preserve and enhance the character and appearance of the surrounding area and to comply with saved Policies NE14, NE15 and BE2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

12 Land Affected by Potential Contamination

Unless otherwise agreed by the Local Planning Authority, development other than that required to be carried out as part of an approved scheme of remediation must not commence for each relevant Phase of development until Conditions (i) to (iv) or otherwise agreed remedial measures have been complied with for that phase of Development. If unexpected contamination is found after development has begun, development must be halted on that part of the site affected by the unexpected contamination to the extent specified by the local planning authority in writing until Condition (iv) has been complied with in relation to that contamination.

(i) Site Characterisation - information received

No development must take place until an assessment of the nature and extent of contamination on the site has been submitted to and approved in writing by the Local Planning Authority. The investigation and risk assessment must be undertaken by competent persons and shall assess any contamination on the site whether or not it originates on the site. The report of the findings must include:

- (a) a survey of the extent, scale and nature of contamination;
- (b) an assessment of the potential risks to:

- human health
- property (existing or proposed) including buildings, crops, livestock, pets, woodland and service lines and pipes
- adjoining land
- ground waters and surface waters
- ecological systems
- archaeological sites and ancient monuments

(ii) Submission of Remediation Scheme - Information submitted

If found to be required for a Phase of Development, no development shall take place until a detailed remediation scheme to bring the site to a condition suitable for the intended use by removing unacceptable risks to human health, buildings and other property and the natural and historical environment has been submitted to and approved in writing by the local planning authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal and remedial options, proposal of the preferred option(s), a timetable of works and site management procedures. The scheme must ensure that the site will

not qualify as contaminated land under Part 2A of the Environmental Protection Act 1990 in relation to the intended use of the land after remediation.

(iii) Implementation of Approved Remediation Scheme

If found to be required, the remediation scheme shall be implemented in accordance with the approved timetable of works.

Upon completion of measures identified in the approved remediation scheme, a verification report (validation report) that demonstrates the effectiveness of the remediation carried out must be submitted for that Phase of Development to the local planning authority.

(iv) Reporting of Unexpected Contamination

In the event that contamination is found at any time when carrying out the approved development that was not previously identified, it must be reported in writing immediately to the local planning authority and once the Local Planning Authority has identified the part of the site affected by the unexpected contamination, development must be halted on that part of the site. An assessment must be undertaken in accordance with the requirements of Condition (i) or otherwise agreed and where remediation is necessary, a remediation scheme, together with a timetable for its implementation must be submitted to and approved in writing by the Local Planning Authority in accordance with the requirements of Condition (ii) in the form of a Remediation Strategy which follows the .gov.uk LCRM approach. The measures in the approved remediation scheme must then be implemented in accordance with the approved timetable. Following completion of measures identified in the approved remediation scheme, a validation (verification) plan and report must be submitted to and approved in writing by the Local Planning Authority in accordance with Condition (iii)

Reason: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other off-site receptors, and to ensure that the development is not put at unacceptable risk from, or adversely affected by, unacceptable levels water pollution from previously unidentified contamination sources in accordance with guidance in the NPPF.

13 Programme of archaeological work

No works below current ground levels shall take place until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the Local Planning Authority.

Reason: To allow archaeological information to be recorded and to comply with saved Policy BE15 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

14 No infiltration of surface water drainage into the ground is permitted other than with the written consent of the Local Planning Authority. The development shall be carried out in accordance with the approved details.

Reason:

No infiltration of surface water drainage into the ground is permitted other than with the written consent of the Local Planning Authority. The development shall be carried out in accordance with the approved details.

15 The development hereby permitted shall not commence until details of the design of a surface water drainage scheme have been submitted to and approved in writing by the planning authority. Those details shall include:

- a) A design that satisfies the SuDS Hierarchy and that is compliant with the national Non-Statutory Technical Standards for SuDS, NPPF and Ministerial Statement on SuDS.
- b) The results of more soakaway location specific infiltration testing completed in accordance with BRE Digest: 365.

- c) Evidence that the proposed infiltration based drainage solution will effectively manage the 1 in 30 & 1 in 100 (+40%) allowance for climate change storm events, during all stages of the development (Pre, Post and during), (as per the SuDS pro-forma or otherwise as agreed by the LPA).
- d) Detailed drawings to include: a finalised drainage layout detailing the location of SuDS elements, pipe diameters, levels, details of how SuDS elements will be protected from root damage and long and cross sections of each SuDS element including details of any flow restrictions and how they will be protected from blockage.
- e) Details of Management and Maintenance regimes and responsibilities
- f) A plan showing exceedance flows and how property on and off site will be protected.
- g) Details of construction phasing, i.e., how drainage will be dealt with during works including pollution prevention.

Reason: To ensure the design meets the National Non-Statutory Technical Standards for SuDS and the final drainage design does not increase flood risk on or off site.

- 16 Prior to the first occupation of the development, a verification report carried out by a qualified drainage engineer must be submitted to and approved by the Local Planning Authority to demonstrate that the Drainage System has been constructed as per the agreed scheme.

Reason:

To ensure the Drainage System is designed to the National Non-Statutory Technical Standards for SuDS.

- 17 Prior to the occupation of the development hereby approved details of the chosen renewable energy/low carbon technology to be used, along with calculations demonstrating that 10% of the predicted energy consumption would be met through renewable energy/low carbon technologies shall be submitted to and approved in writing by the Local Planning Authorities.

Development shall be carried out in accordance with the approved details and thereafter retained, maintained and operational unless otherwise agreed in writing by the LPA.

In the event of air to ground source heat pumps being the chosen renewable energy measure, details shall be submitted to and approved in writing by the LPA prior to installation. Details shall include acoustic data to demonstrate that there will be no increase in the background noise level and that there will be no tonal noise emitted from the unit, as well as details of the location of the units and the distance to the closest dwelling.

Reason: To ensure that a minimum of 10% of the energy requirement of the development is produced by on-site renewable energy sources/low carbon technology and to protect the amenities of occupiers of nearby properties and to comply with Policy SD8 of the Emerging Runnymede 2020 Local Plan and guidance within the NPPF

- 18 External lighting and floodlighting
Before any external lighting, including street lighting and lighting of parking areas, is installed at the site, details shall be submitted to and approved in writing by the Local Planning Authority.. Development shall be carried out in accordance with the approved details and be retained as such thereafter.

Reason: To protect the residential amenities of the existing neighbouring properties and future occupiers of the development and to comply with saved Policy HO9 of the Runnymede Borough Local Plan Second Alteration 2001, guidance within the NPPF, and Policy EE1 of the Runnymede 2030 Draft Local Plan.

- 19 Prior to first occupation of the development hereby approved, details of measures to prevent disturbance to existing residential occupiers at Laburnum Road from lighting of the communal areas to the rear of the buildings shall be submitted to and approved in writing by the Local Planning Authority. Such measures as shall be agreed shall be installed prior to first occupation of the development and maintained and retained thereafter for the lifetime of the development.

Reason: To protect the residential amenities of the existing neighbouring properties and to comply with saved Policy HO9 of the Runnymede Borough Local Plan Second Alteration 2001, guidance within the NPPF, and Policy EE1 of the Runnymede 2030 Draft Local Plan.

20 Biodiversity

The above ground construction of the development hereby approved shall not commence until details of the measures to improve and enhance biodiversity at the site have been submitted to and approved in writing by the Local Planning Authority. Such details as shall be approved shall be fully implemented prior to the first use or occupation of the development.

Reason: To enhance biodiversity and to comply with guidance within the NPPF and to comply with new Policy EE9 of the emerging Runnymede 2030 Local Plan.

21 Noise mitigation

Prior to the commencement of above ground construction of the development, a scheme for the mitigation of impacts on the dwellings hereby approved from noise from the railway shall be submitted to and approved in writing by the Local Planning Authority. These scheme shall include alternative means of providing fresh air ventilation to habitable rooms on the north eastern rear elevation, and an acoustic fence along the boundary with the railway. The approved mitigation scheme shall be implemented in its entirety before any of the flats are occupied and shall be retained and maintained for the lifetime of the development.

Reason: To ensure the future occupiers are not affected by noise from the railway that would otherwise have an adverse impact on health and quality of life in accordance with guidance within the NPPF and to comply with new Policy EE2 of the emerging Runnymede 2030 Local Plan.

22 Obscure glazing

Before the first occupation of the development hereby permitted, the windows to non-habitable rooms in the rear north eastern elevation(s) shall be fitted with obscured glazing (at Pilkington Glass Level 4 or equivalent) and any part of the window(s) that less than 1.7 metres above the floor of the room in which they are installed shall be non-opening and fixed shut. The window(s) shall be permanently retained in that condition thereafter.

Reason: To avoid overlooking into the adjoining properties and to comply with saved Policy HO9 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance within the NPPF.

23 Side screen to balcony

Before the development hereby permitted is occupied, details of the proposed 1.8 metre high screen along the side edges of the balcony/terrace at first floor level for the units closest to Highcross Place and Medland Mews shall be submitted to and approved in writing by the Local Planning Authority (LPA). Development shall be carried out in accordance with the approved details prior to the first use of the balcony/terrace area and the screening shall be retained in perpetuity unless otherwise agreed in writing by the LPA.

Reason: To prevent overlooking and loss of privacy to the occupiers of the neighbouring properties and to comply with saved Policy HO9 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance within the NPPF.

24 Construction Environmental Management Plan (CEMP)

Prior to commencement of development, including demolition, a Construction Environmental Management Plan shall be submitted to and approved in writing by the Local Planning Authority. The development shall take place fully in accordance with the approved details.

Reason: To protect the environment in the vicinity of the site and to comply with Policy EE2 of the Runnymede 2030 Draft Local Plan and guidance within the NPPF.

25 Water efficiency

Prior to the first use/occupation of the development hereby permitted, details of the water efficiency measures and rainwater harvesting shall be submitted to and approved in writing by the Local Planning Authority. Such details as shall be approved shall be fully implemented and retained for the lifetime of the development

Reason: In order to achieve water efficiency and to comply with Policy SD8 of the Runnymede 2030 Draft Local Plan and guidance within the NPPF.

26 Sustainable construction

Prior to commencement of construction of the development hereby approved, details of sustainable construction and demolition techniques to provide for the efficient use of minerals and encourage the re-use of construction and demolition waste at source or its separation and collection for recycling, shall be submitted to and approved in writing by the Local Planning Authority. The development shall be carried out fully in accordance with the approved details.

Reason: To achieve sustainable development and to comply with Policy SD8 of the Runnymede 2030 Draft Local Plan and guidance within the NPPF.

Informatives:

- 1 Summary of Reasons to Grant Consent
The decision has been taken in compliance with the requirement in the NPPF to foster the delivery of sustainable development in a positive and proactive manner.
- 2 The developer is reminded that it is an offence to allow materials to be carried from the site and deposited on or damage the highway from uncleaned wheels or badly loaded vehicles. The Highway Authority will seek, wherever possible, to recover any expenses incurred in clearing, cleaning or repairing highway surfaces and prosecutes persistent offenders. (Highways Act 1980 Sections 131, 148, 149).
- 3 Section 59 of the Highways Act permits the Highway Authority to charge developers for damage caused by excessive weight and movements of vehicles to and from a site. The Highway Authority will pass on the cost of any excess repairs compared to normal maintenance costs to the applicant/organisation responsible for the damage.
- 4 It is the responsibility of the developer to ensure that the electricity supply is sufficient to meet future demands and that any power balancing technology is in place if required. Please refer to: <http://www.beama.org.uk/resourceLibrary/beama-guide-to-electric-vehicle-infrastructure.html> for guidance and further information on charging modes and connector types.
- 5 The developer would be expected to instruct an independent transportation data collection company to undertake the monitoring survey. This survey should conform to a TRICS Multi-Modal Survey format consistent with the UK Standard for Measuring Travel Plan Impacts as approved by the Highway Authority. To ensure that the survey represents typical travel patterns, the organisation taking ownership of the travel plan will need to agree to being surveyed only within a specified annual quarter period but with no further notice of the precise survey dates. The Developer would be expected to fund the survey validation and data entry costs.
- 6 The construction works and operation of the proposed development site should be done in accordance with the relevant British Standards and Best Management Practices, thereby significantly reducing the groundwater pollution risk. It should be noted that the construction works may exacerbate any existing pollution. If any pollution is found at the site then the appropriate monitoring and remediation methods will need to be undertaken.
- 7 The presence of a gas works on the adjacent site means that potential contamination may have migrated across the boundary onto the proposed site. The previous use of the adjacent site as a gasworks presents a risk of contamination that could be mobilised by surface water infiltration from the proposed sustainable drainage system (SuDS). The Environment Agency have concerns that this may result in pollution of controlled waters. Controlled waters are particularly sensitive in this location because the proposed development site is located upon a Principal Aquifer. As part of Condition 14, the Environment Agency require a remediation strategy to be submitted to the Local Planning Authority, detailing how any contamination identified on site, will be dealt with.
- 8 Cadent have identified operational gas apparatus within the application site boundary. This may include a legal interest (easements or wayleaves) in the land which restricts activity in proximity to Cadent assets in private land. The Applicant must ensure that proposed works do not infringe

on Cadent's legal rights and any details of such restrictions should be obtained from the landowner in the first instance.

If buildings or structures are proposed directly above the gas apparatus then development should only take place following a diversion of this apparatus. The Applicant should contact Cadent's Plant Protection Team at the earliest opportunity to discuss proposed diversions of apparatus to avoid any unnecessary delays.

If any construction traffic is likely to cross a Cadent pipeline then the Applicant must contact Cadent's Plant Protection Team to see if any protection measures are required. All developers are required to contact Cadent's Plant Protection Team for approval before carrying out any works on site and ensuring requirements are adhered to.

Email: plantprotection@cadentgas.com Tel: 0800 688 588

- 9 A Groundwater Risk Management
Permit from Thames Water will be required for discharging groundwater into a public sewer. Any discharge made without a permit is deemed illegal and may result in prosecution under the provisions of the Water Industry Act 1991. We would expect the developer to demonstrate what measures he will undertake to minimise groundwater discharges into the public sewer. Permit enquiries should be directed to Thames Water's Risk Management Team by telephoning 02035779483 or by emailing wwqriskmanagement@thameswater.co.uk. Application forms should be completed on line via www.thameswater.co.uk/wastewaterquality.
- 10 Hours of Construction Works
The applicant is advised that the council has established the following guideline hours for noisy works:

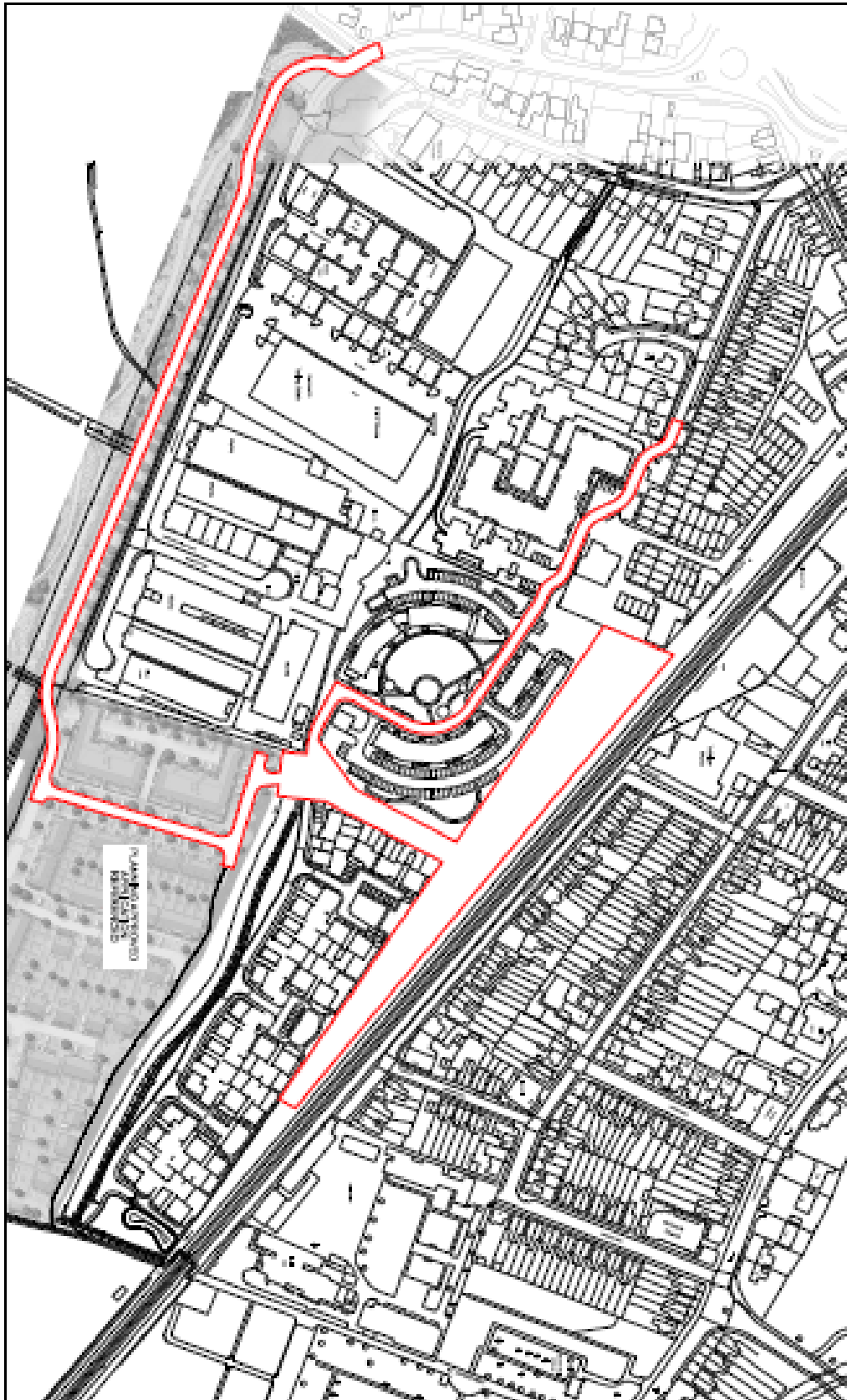
8am to 6pm Monday to Friday; and
8am to 1pm on Saturday.

There should be no noisy work on Sundays or Public Holidays.

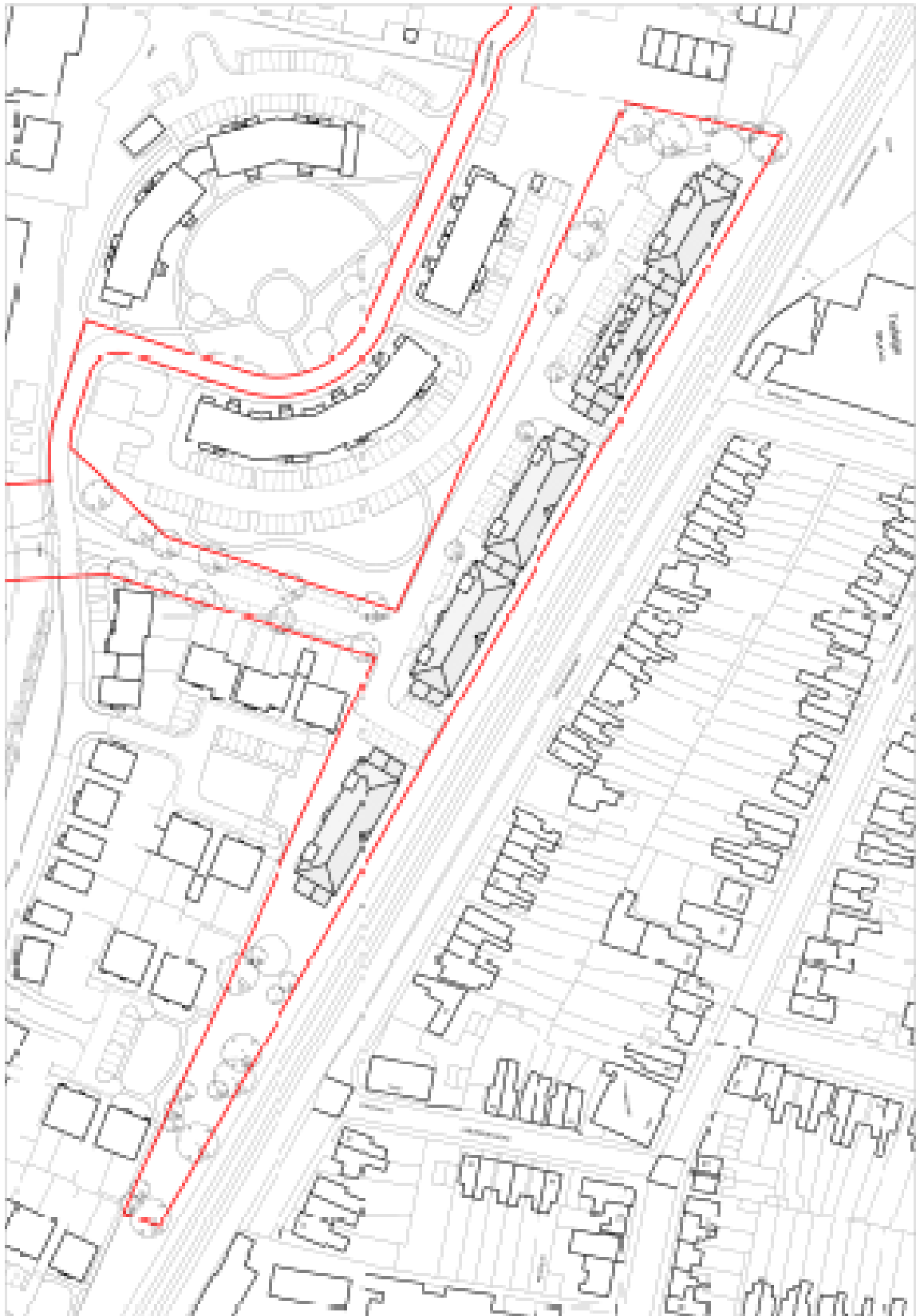
Further information is available from the Council's Environmental Health Department.
- 11 Land Ownership
The applicant is advised that this planning permission does not convey the right to enter onto or build on land not within his ownership.
- 12 Party Wall Act 1996
The applicant's attention is drawn to the Party Wall Act 1996 which sets out requirements for notice to be given to relevant adjoining owners of intended works on a shared wall, on a boundary or if excavations are to be carried out near a neighbouring building.
- 13 Surface Water Drainage
The applicant can find further advice on what information is required to enable the approval of conditions in relation to surface water drainage on the Runnymede Borough Council's website www.runnymede.gov.uk Search for "surface water drainage" in the search function.
- 14 The applicant is advised that this permission is subject to a Section 106 Agreement
- 15 The applicant is advised that any gas-fired boilers installed in the development should meet a minimum emissions standard of 40 mg NOx/kWh to sustain compliance with and contribute towards EU limit values or national objectives for pollutants.
- 16 The applicant is advised that the reserved matters application for appearance should include details of how the scheme will reduce/design out crime based on Secured by Design principles.

RU.18/0443 Land east of Highcross Place

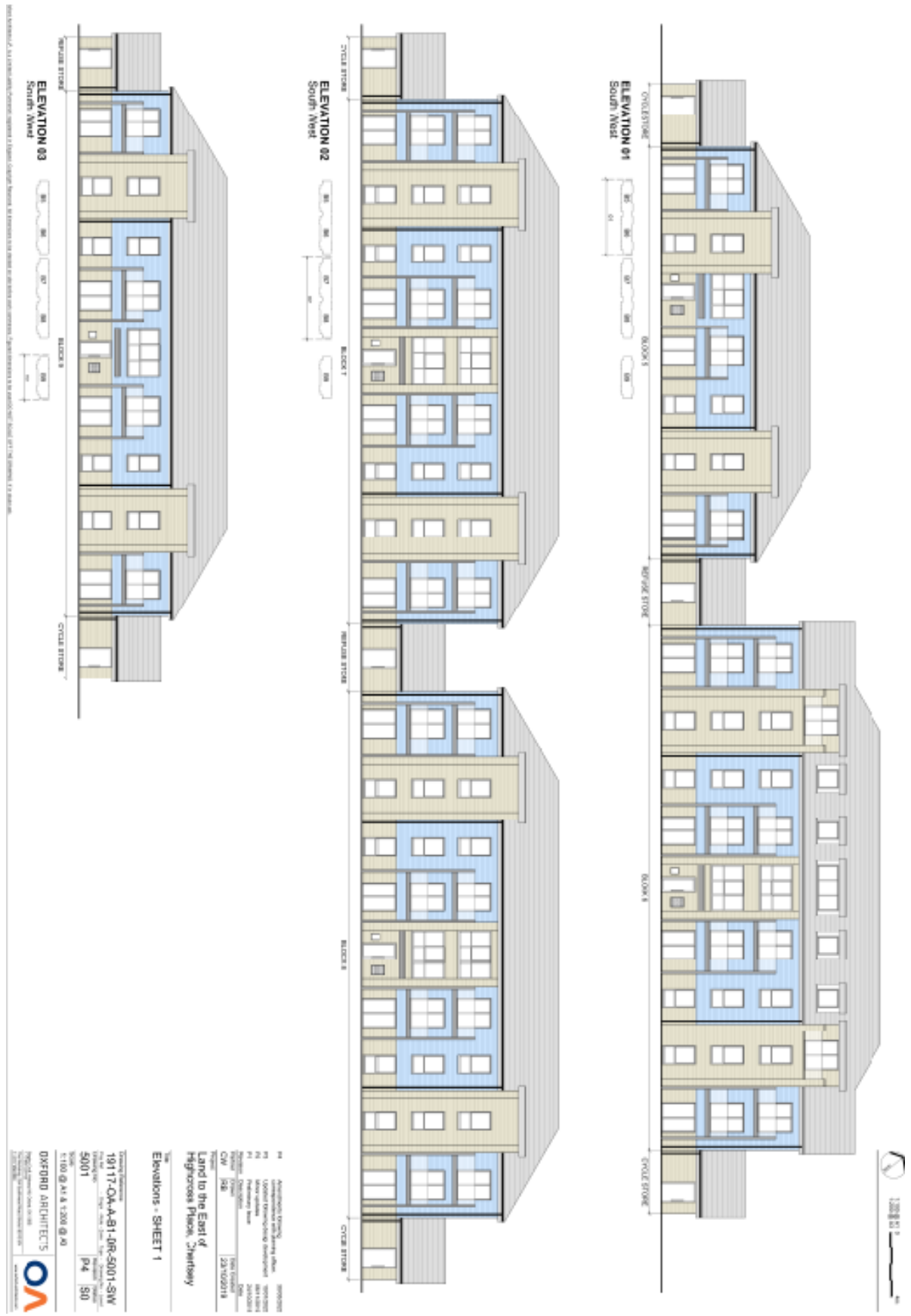
Location Plan



Site layout



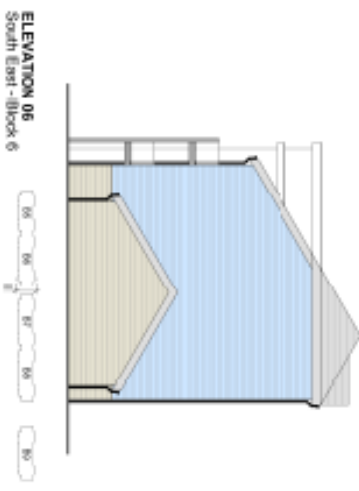
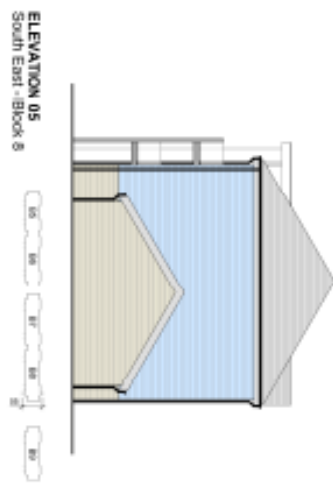
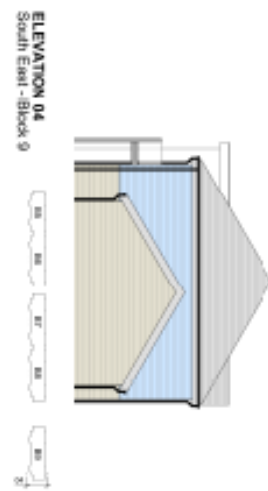
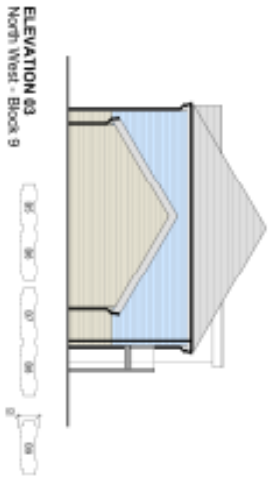
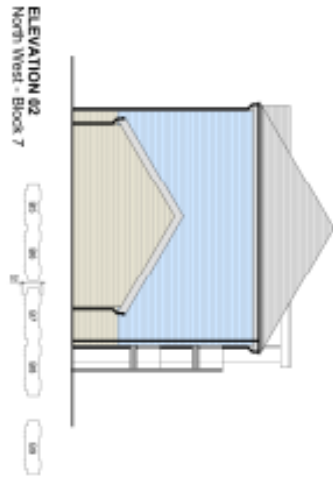
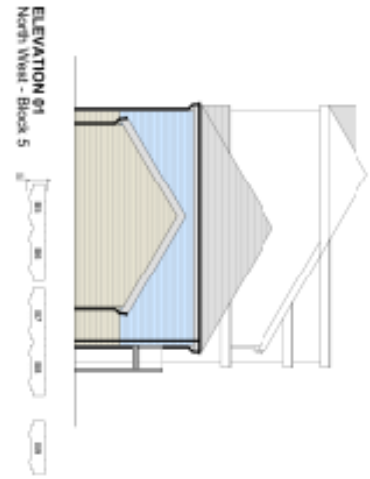
Proposed south facing elevations (facing Burnel Court and Chalcroft Court)



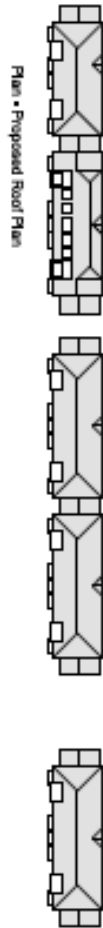
North facing elevations (View from Laburnum Road)



Side elevations



Building Layout



LEGEND

- 1000 / 1st
- 2000 / 2nd
- 3000 / 3rd
- Concrete Structure
- Groundwork

Scale: 1:1000

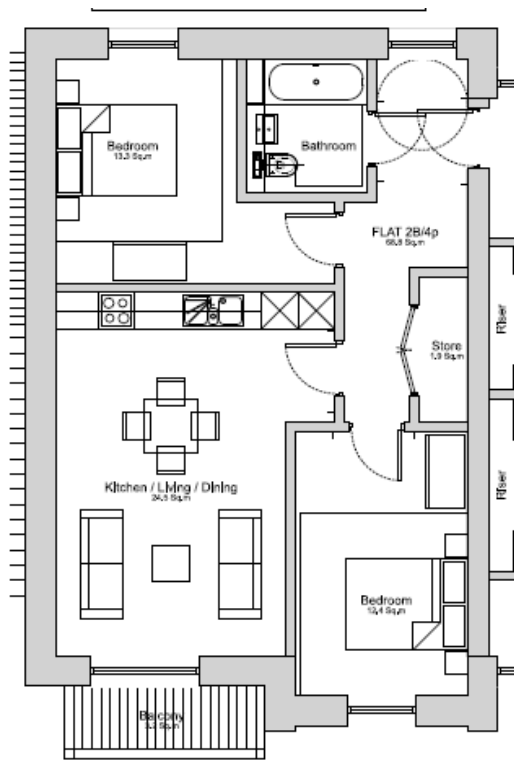
OXFORD ARCHITECTS

181-17-02/A-431/019A/2001-00X
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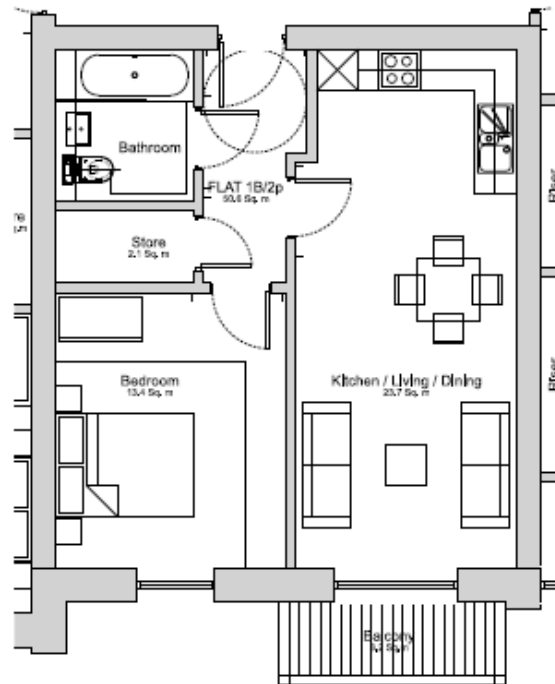
OXFORD ARCHITECTS

Flat type

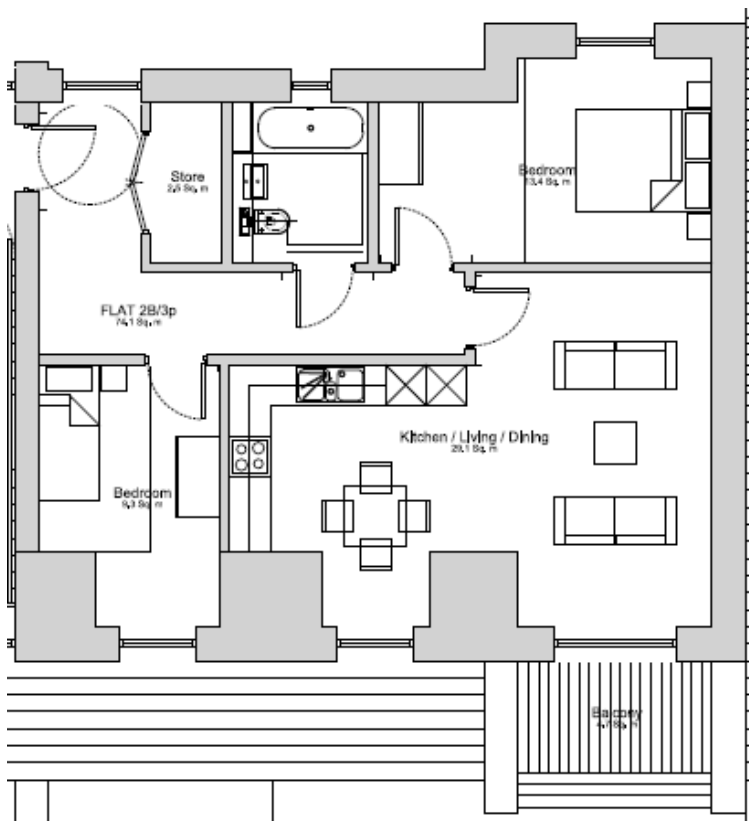
2 bed four person flat



1 bed 2 person flat

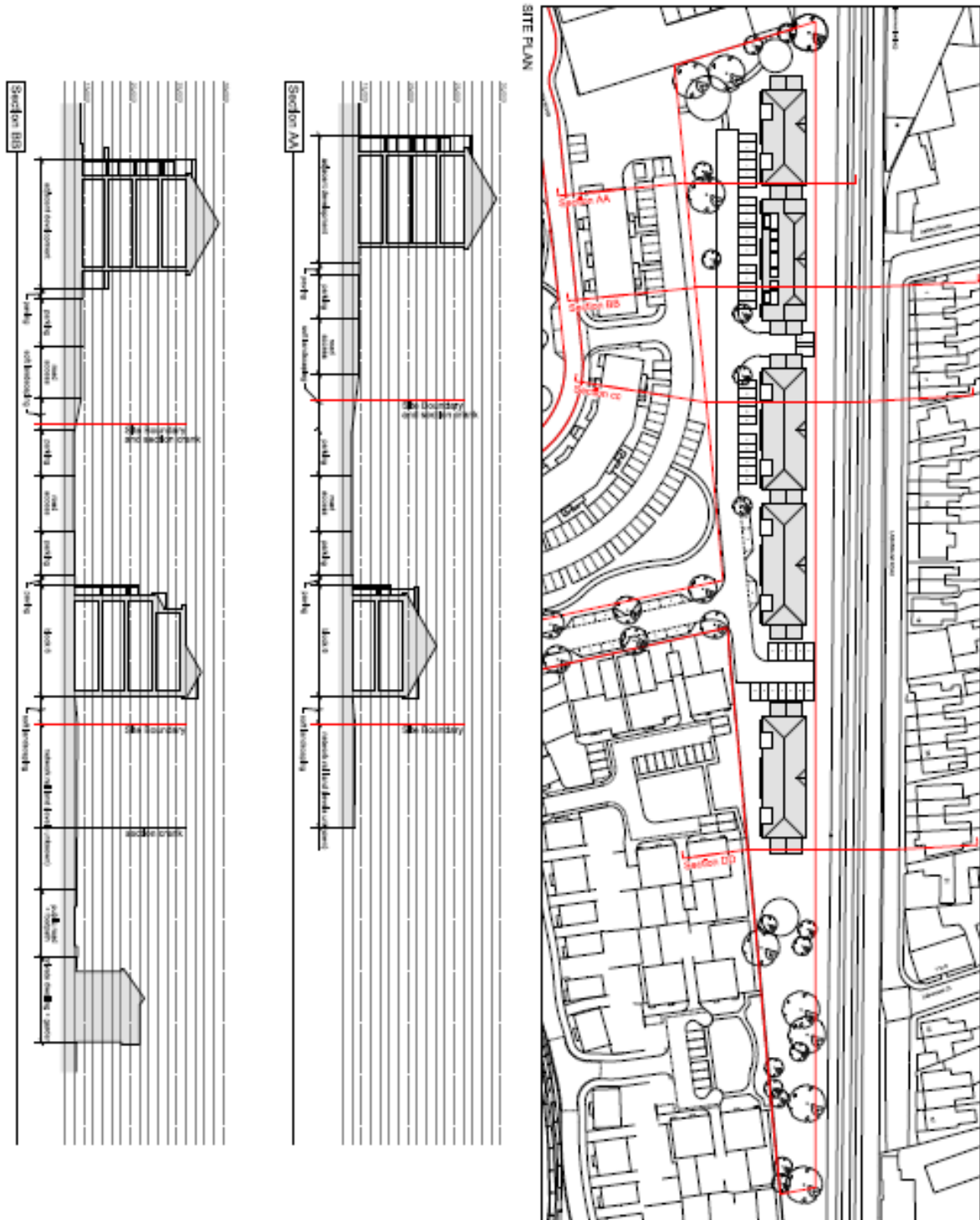


2 bed 3 person flat

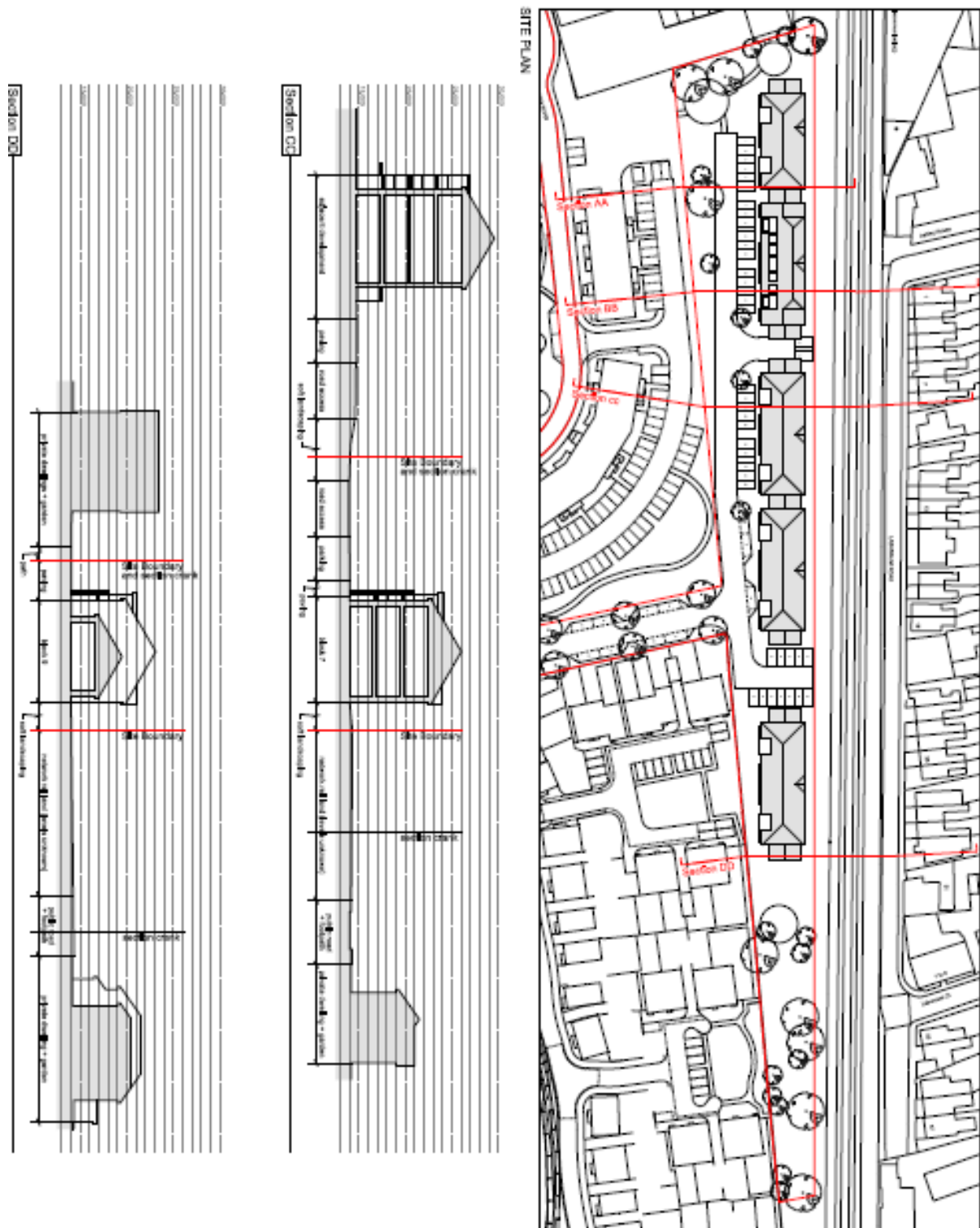


Cross section

Laburnum Road, Application site and Burnell and Chalcroft Court



Cross Section Laburnum Road, application site, Chalcroft Court and Medland Mews





FOR LOCATION PURPOSES ONLY

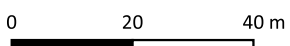
Runnymede Borough Council
Runnymede Civic Centre
Station Road
Addlestone
Surrey KT15 2AH

Date: 15/07/2020

The White Lion, High Street, Egham, TW20 9HQ



Scale: 1:1250



RU.18/1719



RU.18/1719	Ward: Egham Town
LOCATION:	The White Lion High Street Egham TW20 9HQ
PROPOSAL	Demolition of storage buildings, erection of two, two storey terraced dwellings and associated 1.8 metre high boarded timber fencing together with reconfiguration of car park, alterations to retained outbuilding, creation of beer garden and associated landscaping (Amended plans reducing number of dwellings and update to Planning, Design and Access Statement and further amended plans raising floor levels above flood level (increase in height of dwellings))
TYPE:	Full Planning Permission
EXP DATE	25 December 2018

SUMMARY OF RECOMMENDATION: Grant with conditions

1. Site
 - 1.1 The application site is an irregular shaped site incorporating the existing White Lion pub fronting the High Street, and extending in a long narrow piece of land to the rear which comprises informal parking, and outbuildings used for storage. The front of the site where the pub is located lies within the Egham Conservation Area, and the pub is locally listed. There are also Listed Buildings in the close vicinity, Marchamont House (office) Grade II, and The Milestone Grade II. The site lies within Flood Zone 2. There are residential dwellings surrounding the rear of the site including Herndon Close and Runnymede Court on either side, and No. 54 Crown Street to the rear. Nos. 113 and 114 High Street are adjacent to the access to the site and Albany Court is opposite the site.
2. Planning history
 - 2.1 There have been previous applications for additions to the public house and advertisements but none relating to other development within the site.
3. Application
 - 3.1 The application was originally submitted for the demolition of the storage buildings, and the erection of three, two storey terraced dwellings and associated 1.8 metre high boarded timber fencing at the northern end of the site, together with reconfiguration of car park, alterations to retained outbuilding, creation of beer garden and associated landscaping. There have been extensive discussions between officers and the applicant, and the proposal has been amended. The amended proposal reduced the number of dwellings from three to two. These will be located on an area of vacant land to the north of the pub car park between No. 18 Herndon Close and Nos 8 and 10 Runnymede Court. Access to the dwellings would be through the pub car park which would be laid out with 9 car parking spaces. 4 parking spaces would be provided for the new dwellings, 2 per dwelling. There would be some landscaping to the front of the dwellings, with a larger area in front of house 1. The dwellings would be sited 10.6m from the northern boundary, and would be set off the side boundaries by 1.1m and 2m. The dwellings would have a traditional style and appearance, and would be constructed from yellow London stock bricks with contrasting red feature brickwork, and brown plain clay roof tiles. The dwellings would have two storeys, with the first floor being partially within the roofspace, with windows having small hipped roofs. There would be a single high level window on either side elevation at first floor. The ground floor would be raised above flood levels raised, with steps to gain access and amended plans have been submitted confirming levels, showing voids and also an additional section of trellis on the boundary fence with No. 18 Herndon Close.
 - 3.2 The application also proposes alterations to the public house building by erecting a 1.8m high fence around a new refuse enclosure on the north east side of the building. The existing outbuilding which wraps around the internal corner of the site would be partially demolished and the space created behind the pub would be enclosed with a new 1.8m high fence to form a new pub garden.
 - 3.3 The application has been supported by various statements: Design and Access Statement, Ecological Assessment, Flood Risk Assessment, Heritage Statement, and Transport Statement. More recently, the applicant has submitted further information about flood risk, and commentary about the public house in an updated Design and Access Statement.

4. Consultations

4.1 36 Neighbouring properties were consulted in addition to being advertised on the Council's website and 9 letters have been received from 5 addresses, and the main points raised are summarised as follows:

- Suitable drainage should be installed to remove surface water from the rear walls of Nos. 10 and 11 Runnymede Court and a surface applied that is water permeable or the new houses should be lowered such that the damp proofing of the new houses would be aligned with Runnymede Court; grass or planting would be difficult to maintain and prefer hard permeable surface; consideration should be given to soakaways to avoid breach of damp proof course
- No. 10 Runnymede Court has two windows in the rear wall facing the car park, concerned that the new houses would significantly affect the light in the rear corridor hall, kitchen and bedroom
- Not clear if there are any side windows in the new house nearest No. 10 – privacy issues
- Material change to the surroundings of No. 12 Herndon Close; overlooking by first floor windows, significant overshadowing
- Amended plans mean that the new plans show 4 bedrooms overlooking 12 Herndon Close rather than three in the original proposal; substantial shadowing will be created by blocking of clear sky light- still suggest moving the properties back – they are currently proposed to extend around 4 metres in front of Herndon Close
- Layout is out of line with Herndon Close properties – would prefer them to be in line, and would prefer the look of the properties to be consistent with neighbouring properties
- Reduced parking for patrons of public house will result in increased use of Herndon Close for parking especially late at night – it has unrestricted parking currently
- Proposed beer garden will result in increased noise from patrons as they currently use the front part of the pub
- Part of the outbuilding being demolished is locally listed
- Concerned about extra noise from new pub garden, and suggests a hedge or fence to absorb the noise regarding No. 114 High Street
- Would prefer the outbuildings are kept
- Entrance to the car park is narrow with limited field of vision when turning right; entrance to car park not kerbed
- Removal of trees – would this have needed permission (officer comment: only if they were in the Conservation Area and if they were worthy of a TPO)
- Impact on Herndon Close; houses would be overlooked; loss of light to houses in Herndon Close, reduced parking for pub will cause increase in use of Herndon Close plus noise late at night; beer garden will bring increase in noise
- None of objections have been addressed by amended plans; wants another bat survey as there are often bats in the area that may roost in the buildings to be demolished; entrance is in close proximity to a road crossing island
- Houses will directly overlook garden of No. 9 Herndon Close and into the bedroom which is currently unobstructed; noise from beer garden would disrupt young family – creation of a beer garden in such a close residential area would be very detrimental to the well being of the residents and families who live in the area

4.2 SCC County Highway Authority has assessed the application on safety, capacity and policy grounds and raises no objection subject to conditions

4.3 Surrey Bat Group advises that the surveys have demonstrated low risk of roosting bats and raises no objection

4.4 The Council's Conservation and Listed Buildings Advisor raises no objection and considers the proposal would visually improve the site which would enhance the setting of the Grade II listed building to the east of the pub

4.5 RBC Environmental Health Officer commented that the site falls within an area affected by aircraft noise and notes the mitigation of double glazing and mechanical ventilation to habitable rooms. He also comments that noise could be generated from patrons using the car park serving the pub.

4.6 RBC Drainage Engineer originally raised objection as the submitted FRA did not include reference to safe means of escape and was based on uncertain modelling based on the new

- River Thames Scheme; subject to raised floor levels and flood evacuation plan, he now raises no objection
- 4.7 Environment Agency – satisfied that the development can be considered as minor development within flood zone 2 and does not wish to comment.
- 4.8 SCC Archaeologist raises no objection and advises that the site is outside the area of High Archaeological Potential that covers the area of medieval and post-medieval Egham and so it is unlikely that the proposals will impact on archaeological remains.
- 4.9 The Council's Contaminated Land Officer raises no objections but advises that as the site is adjacent to a site with potential for contamination due to former uses, a contaminated land investigation needs to take place prior to development, and recommends a condition to secure this.
5. Relevant Local Planning Policies
- 5.1 Saved Policies in the Runnymede Borough Local Plan Second Alteration 2001. BE2, BE5, BE5A, BE10, BE13, BE15, BE22, HO9, MV4, MV9, NE14, NE15, NE20, HO9, SV2
- 5.2 The Draft Runnymede 2030 Local Plan has completed its statutory Examination in Public stage and the Planning Inspector's report has been published which concludes that, subject to adoption by the Council of specified modifications therein, the Plan is regarded as sound. As such, it can now be given significant weight in planning decisions having regard to relative out-of-date status of the adopted Runnymede Local Plan Second Alteration 2001 and advice contained in the NPPF. The following draft policies are considered material to the determination of this application: EE1, EE2, EE3, EE4, EE5, EE7, EE8, EE9, EE13, SD3, SD5, SD6, SD7
- 5.3 *Council's SPG – Householder Guide (July 2003)*
6. Planning Considerations
- 6.1 In the determination of this application regard must be had to the Development Plan and National policy within the NPPF. The application site is located within the urban area where the principle of such development is considered to be acceptable subject to detailed consideration. This must be considered in light of the presumption in favour of sustainable development advocated by the NPPF. Special regard also has to be given to the protection of heritage assets, the character and appearance of the conservation area, the setting of Listed Buildings, and impact on non-designated heritage assets such as locally listed buildings. The key planning matters are therefore the impact on heritage assets, whether the future occupiers would have satisfactory amenities, impact on the character and appearance of the area, impact on residential amenities, impact on highways, and flood risk
- 6.2 The application proposes utilising an unused area of land for two new residential dwellings next to existing dwellings. This will effectively be an infill development, continuing the tier of development from Herndon Close to Runnymede Court. The amended plans demonstrate that there is space to provide rear gardens for the dwellings with minimum depths of 10.6 metres, separation to the side of at least 1 metre, and parking with two spaces for each dwelling. The design of the dwellings is traditional which will complement the neighbouring developments. The floor level of the dwellings has been raised and the most recent amended plans have raised the floor levels further, to meet the requirements of the Council's Drainage Engineer. This has resulted in the dwellings being marginally increased in height but the eaves would not be altered. It is considered that although this increase would make the dwellings more visible, overall there would be no overbearing impacts nor would it make the dwellings harmfully prominent. It is considered that the residential development would integrate well with the existing grain and pattern of development and maintain and enhance the character and appearance of the area. Officers consider that the amended plans have fully considered the quality of the amenities of the future occupiers of the proposed dwellings and the impacts of the noise from the pub and aircraft noise. The dwellings would have suitable external amenity with rear gardens of a minimum of 10.6m depth as required by saved Policy HO9. The internal layout has been subject to considerable amendments to address the potential impacts from noise from the pub and the customer parking area. The ground floor would have kitchens at the front and living space to the rear, and the first floor would have bathrooms and a study at the front, with two bedrooms at the rear. In addition there would be mechanical ventilation installed so that the future occupiers could choose to keep windows shut. It is therefore considered that the amended plans provide a good standard of amenity for the future occupiers, in accordance with saved Policy HO9.

- 6.3 The amended plans for the proposed new dwellings have sought to address neighbour concerns about the relationship of the development with existing residential properties. To provide their rear gardens, the pair of dwellings would be sited further forward than No. 18 Herndon Close (by 3.8m), but this results in the dwellings being visible from the rear gardens of many of the neighbours in Herndon Close which have their rear gardens backing onto the site, which is a negative of the scheme. The new dwellings would be sited to the east of Herndon Close such that there would be limited overshadowing to No. 18 Herndon Close, which has a south facing garden. Neighbours have raised concerns about overlooking, and the amended plans have addressed this. The only windows on the front elevation at first floor would be bathroom windows and these can be obscurely glazed to maintain privacy. In addition, the first floor side windows would serve studies and these are high level which can be secured by condition. Concerns have been raised in letters that the amended plans have increased the number of bedroom windows on the rear elevation from 3 to 4. This is correct, but the overlooking if any would be to the front gardens of the neighbours at Nos. 19-21 Herndon Close with a minimum separation of 21 metres window to window, and therefore the impact on the amenities is less. It is therefore considered that although the dwellings would be visible from neighbours in Herndon Close including Nos 7-12 Herndon Close, it is considered the overall standard of their amenities would not be harmfully impacted.
- 6.4 The amended proposal to reduce the number of dwellings has resulted in house 2 being sited slightly further away from the rear elevation of No. 10 Runnymede Court than the original scheme. This neighbour has restricted outlook with a window on the rear elevation which aligns with the site boundary. There would be some impact on this window but it is considered that on balance, as the window is high level, this already restricts the outlook and internal amenity within this neighbouring property, and that there would still be an acceptable level of amenity for the occupier. It is also taken into account that the existing use of the land for parking and storage would cause some impacts on this neighbour.
- 6.5 Other properties which might be affected include No. 54 Crown Street to the rear of the site. However, this has a large rear garden and the new dwellings would be sited at some distance from the dwelling. It is therefore considered there would be no overlooking or harmful overshadowing or visual impacts arising. Nos. 21 and 22 Cedar Court lie to the north east of the site and would not be impacted by either the new dwellings. The proposed dwellings would be at some distance from the neighbouring dwellings Nos. 113 and 114 High Street and the flats in Albany Court on the southern side of High Street and although there would be a change in vehicle trips to the site, this would not cause undue new noise or disturbance to the occupiers. Marchamont House is an office building with a large garden to the rear. It is considered there would be no harm to the occupiers of the office building. There are no other residential occupiers who may be affected. The proposal is considered to comply with saved Policy HO9 and new Policy EE1 in this respect.
- 6.6 Concerns have been raised in letters of objection about noise from the users of the new beer garden. The new beer garden would be to the rear of the pub and at some distance from neighbours. The closest neighbour would be No. 114 High Street and the beer garden would be visible from the first floor rear windows. Similarly, the pub garden would be visible from the first floor windows of Nos. 5 Herndon Close onwards. It would be the case that this would introduce new noises and activities in this part of the pub grounds which have not currently been the case. However, pubs can be important community assets and therefore a balance has to be struck. The application has been amended to show new planting around the western boundaries of the pub access and parking area and it is considered that this will provide some mitigation and amelioration of the impacts of the beer garden on neighbours. Further details of the planting will be required and this can be dealt with by condition. It is also considered necessary to restrict the hours of use of the pub garden to ensure that the impacts are further reduced, and a condition restricting the use no later than 10pm is proposed. Officers have carefully considered the merits and impacts of the proposal in this respect, and consider on balance, that the proposal to create a beer garden at the rear of the pub would be acceptable without materially impacting on the amenities of neighbours, subject to these proposed controls and conditions.
- 6.7 The applicant has fully considered the impacts of the proposals on the heritage assets within the site and in the vicinity. The application proposes the demolition of some outbuildings which are within the curtilage of the locally listed public house. The new beer garden would also be within this curtilage. The Council's Conservation Officer has raised no objection, and there would be no harmful impacts on the setting of this locally listed building arising from the demolition. There would also be no harm to the Conservation Area and its character and appearance would be maintained. The creation of a new enclosure for bins would also not be harmful to the locally listed building.

The wider proposals to formalise the pub car parking and remove unsightly hardstanding would improve and enhance the appearance of the site, and as the new dwellings would have a traditional design and new soft landscaping would be introduced within the site, it is considered that the character and appearance of the Conservation Area would be improved. Similarly, it is considered there would be no harm to the setting of the neighbouring Listed Buildings arising from the proposal. The County Archaeologist is satisfied that there would be no below ground heritage assets that could be at risk. Therefore, it is considered that the heritage assets within and around the site would be protected, in accordance with saved Policies BE5, BE5A, BE10, BE13, BE15 and new policies EE4, EE5 and EE7.

- 6.8 The County Highway Authority considers the redevelopment proposal for this site to be acceptable in transport terms, subject to the conditions recommended. The site is located in central Egham and is within a reasonable walking distance of multiple shops/amenities and good public transport links. It is therefore in a sustainable location. Whilst the proposal removes some of the parking available to pub users, the applicant's Transport Statement suggests that the 9 remaining spaces would be sufficient to meet the demand. In addition, the removal of the storage units and re-configuration of the car park is likely to result in more efficient/reduced movements. The CHA notes that the current vehicle crossover serving the rear of the site is in a poor state and would benefit from being reconditioned. It is likely that any construction traffic associated with the development will worsen this section of footway/crossover and the CHA would recommend the developer brings this up to an acceptable standard post-construction. A condition is therefore necessary to secure this, as well as conditions regarding parking and electric vehicle charging. There would be two parking spaces for each dwelling which complies with the Council's maximum parking standards. It is therefore considered that the proposal complies with saved Policies MV4 and MV9 and new policy SD3.
- 6.9 The site lies within Flood Zone 2 and new residential development is considered acceptable according to the NPPF and NPPG. The dwellings have been raised and the occupiers would be safe in the event of a flood. The most recent amended plans have raised the floor levels further, to meet the requirements of the Council's Drainage Engineer, so that the finished floor level would be above the flood level plus climate change. There would also have to be voids within the dwellings to ensure that the flood capacity of the site is not reduced so that there would be no harmful increase in flood risk to neighbouring properties. The Council's Drainage Engineer has raised concern about ability of the future residents to have a safe means of escape, and the applicant's drainage consultant has responded to confirm that in terms of hazard rating, there would be only a short section of higher risk flood further to the west and likely little depth of water along the High Street such that the hazard would be lower than low risk. It has been accepted in the past that there is a safe means of escape from this part of Egham town centre to an area safe from flooding. On balance, it is considered that the future occupiers would be safe in the short term, and also in the longer term should the River Thames scheme come into effect. It also has to be noted that there will be a reduction in hardsurfacing at the site, with increased grass and planting which is beneficial in flooding terms and for surface water drainage. It is therefore considered that on balance the proposal is acceptable in terms of flood risk and the proposal complies with saved Policy SV2, new policy EE13 and the NPPF.
- 6.10 There are existing heritage buildings which are proposed to be demolished and the applicant has carried out a survey of the outbuildings and grounds of the pub to identify any ecological impacts. A Preliminary Roost Assessment was carried out for the buildings proposed to be demolished, as well as a Phase II survey including bat emergence surveillance. Bats were observed commuting down the driveway. The surveys conclude that the habitats present on site would not be of value, and no roosting bats were identified, with no further surveys required. The Surrey Bat Group have reviewed the surveys and did agree that no further surveys are required, and that there is no reason that the buildings cannot be demolished. However, given the passage of time, it is considered necessary for a further survey to be carried out to ensure that the situation has not changed. The applicant's survey recommends sensitive lighting is installed, and that bat boxes will be integrated into each gable end of the new buildings. Recommendations for native species are also made. It is considered that the proposals would not harm protective species and enhancements to biodiversity and landscaping can be made, in accordance with saved Policies NE15 and NE20, new Policies EE1 and EE9 and the NPPF. Other policies in the new Runnymede 2030 Local Plan also have to be considered including renewable energy, sustainable design and water efficiency, as well as surface water drainage, and these can be dealt with by condition.

7. Conclusion

7.1 Consideration has been given to Articles 1 and 8 of the First Protocol of the European Convention on Human Rights. It is not considered that the decision would result in a violation of any person's rights under the Convention.

7.2 The application proposes two new dwellings for which there is a presumption in favour in the NPPF and saved Policy HO1. There will be an efficient use of the land which increases housing supply in a highly sustainable location and this weighs substantially in favour of the scheme, as well as the enhancement to the appearance of the site within the Conservation Area and within the context of heritage assets in the vicinity. Significant weight can be given to these improvements. There would be some impacts on neighbours. The new dwellings would be visible from back gardens, and there would be a new pub garden close to neighbours. Officers consider that with the reduction in dwellings and the amended internal layout which restricts windows which might have caused loss of privacy, combined with planting and controls over hours of use of the new beer garden, an acceptable relationship with neighbours can be achieved. The applicant has submitted an addendum to the Planning, Design and Access Statement. There is commentary on the community value and viability of the public house, and concludes with the social, economic and environmental benefits of the scheme. New Policy SD5 seeks the retention of community facilities. There are no highway impacts nor impacts on the character or quality of the area, heritage assets or protected species. There is a risk of flooding but the houses have been designed to keep the occupiers safe and with a suitable flood evacuation plan, there would be a safe means of escape. In addition, the continuation of the pub with an enhanced facility will be beneficial to the community. In accordance with the NPPF, it is considered that the development is acceptable and will result in sustainable development.

7.3 The development has been assessed against the following Development Plan policies – saved Policies BE2, BE5, BE5A, BE10, BE13, BE15, BE22, HO9, MV4, MV9, NE14, NE15, NE20, HO9, SV2 of the Runnymede Borough Local Plan Second Alteration April 2001, policies EE1, EE2, EE3, EE4, EE5, EE7, EE8, EE9, EE13, SD3, SD5, SD6, SD7 in the new Runnymede 2030 Local Plan, the policies of the NPPF, guidance in the PPG, and other material considerations including third party representations. It has been concluded that the development would not result in any harm that would justify refusal in the public interest. The decision has been taken in compliance with the requirement of the NPPF to foster the delivery of sustainable development in a positive and proactive manner.

Officer's Recommendation: Grant subject to the following conditions:

1 Full application (standard time limit)
The development for which permission is hereby granted must be commenced not later than the expiration of three years beginning with the date of this permission.

Reason: To comply with Section 51 of Part 4 of the Planning and Compulsory Purchase Act 2004.

2 List of approved plans
The development hereby permitted shall not be carried out except in complete accordance with the following approved plans:
17.2310.100 P15; 102 P9; 103 P7; 104 P3; 101 P9; ENC/050918/3DD8/MB;
ENC/050918/3DD8/Top; ENC/050918/3DD8/Elev; Flood Risk Assessment and Drainage Strategy Issue 3; Flood Warning and Evacuation Plan Issue 3; Infiltration SuDs GeoReport GR_21980/1; Information from applicant regarding flood risk 24.2.2020 and 26.3.2020; Transport Statement, Heritage Statement, Ecological Assessment, Planning Design and Access Statement and Addendum to Planning Design and Access Statement

Reason: To ensure an acceptable scheme and to comply with saved Policy BE2 of the Runnymede Borough Local Plan Second Alteration 2001.

3 External materials (details required)
Before the above ground construction of the dwellings hereby permitted is commenced, details of the materials to be used in the external elevations shall be submitted to and approved by the Local Planning Authority and no variations in such materials when approved shall be made without the prior approval, in writing, of the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: In order that the development harmonises with the surroundings in the interests of visual amenity and to comply with saved Policy BE2 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance within the NPPF.

4 Landscaping

a. No above ground development in respect of the dwellings hereby approved shall take place until full details of both hard and soft landscaping works have been submitted to and approved in writing by the Local Planning Authority (LPA) and these works shall be carried out as approved prior to the first occupation of the development. This scheme shall include indications of all changes to levels, hard surfaces, walls, fences (including full details of the proposed section of trellis on the western side boundary), access features, minor structures, the existing trees and hedges to be retained, together with the new planting to be carried out (including around the new pub garden) and details of the measures to be taken to protect existing features during the construction of the development.

b. All hard and soft landscaping works shall be carried out in accordance with the approved details. Arboricultural work to existing trees shall be carried out prior to the commencement of any other development; otherwise all remaining landscaping work and new planting shall be carried out prior to the occupation of any part of the development or in accordance to the timetable agreed with the LPA. Any trees or plants, which within a period of five years of the commencement of any works in pursuance of the development die, are removed, or become seriously damaged or defective, shall be replaced as soon as practicable with others of similar size and species, following consultation with the LPA, unless the LPA gives written consent to any variation.

Reason: To preserve and enhance the character and appearance of the surrounding area and to comply with saved Policies NE14, NE15 and BE2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

5 Biodiversity

The above ground construction of the dwellings hereby approved shall not commence until details of the measures to improve and enhance biodiversity at the site have been submitted to and approved in writing by the Local Planning Authority. Such details as shall be approved shall be fully implemented prior to the first use or occupation of the development. Such biodiversity measures should include planting of native species, in accordance with the recommendations of the Ecological Assessment report October 2018.

Reason: To enhance biodiversity and to comply with new Policy EE9 in the Runnymede 2030 Local Plan and with guidance within the NPPF.

6 Prior to the above ground commencement of the dwellings hereby approved, a sustainable design statement shall be submitted to and approved in writing by the Local Planning Authority. This shall incorporate measures to supply a minimum of 10% of the dwellings' energy needs from renewable and/or low carbon technologies, measures to achieve water efficiency and sustainable construction techniques. When approved the development shall be undertaken in complete accordance with the approved details and thereafter retained.

Reason: To ensure the development is sustainable development and to comply with new policies SD7 and SD8 of the Runnymede Local Plan 2030 and the NPPF.

7 Obscure glazing

Before the first occupation of the dwellings hereby permitted, the first floor windows in the front elevations of the dwellings shall be fitted with obscured glazing (at Pilkington Glass Level 4 or equivalent) and any part of the window(s) that is less than 1.7 metres above the floor of the room in which it is installed shall be non-opening and fixed shut. The window(s) shall be permanently retained in that condition thereafter.

Reason: To avoid overlooking into the adjoining properties and to comply with saved Policy HO9 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance within the NPPF.

8 High level windows

Notwithstanding any indication otherwise given on the plan hereby permitted, the high level window(s) in the side facing elevations of the dwellings hereby approved shall have a minimum internal cill height of 1.7 metres above finished floor level.

Reason: In the interests of amenity of neighbouring properties and to comply with saved Policy HO9 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance within the NPPF.

9 Surface water drainage

Prior to the first occupation of the dwellings hereby approved the surface water drainage works shall be carried out in accordance with the Flood Risk Assessment and Drainage Strategy Issue 3 and the Infiltration SuDs GeoReport GR_219280/1 received 1 July 2020. The drainage system shall thereafter be maintained in accordance with the measures within these approved drainage strategy documents.

Reason: To provide a sustainable development and to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and new Policy EE13 of the Runnymede 2030 Local Plan, and the NPPF.

10 SuDS (verification)

Prior to the first occupation of the development, a verification report carried out by a qualified drainage engineer must be submitted to and approved by the Local Planning Authority. This must demonstrate that the drainage system has been constructed as per the agreed scheme (or detail any minor variations), provide the details of any management company and state the national grid reference of any key drainage elements (surface water attenuation devices/areas, flow restriction devices and outfalls).

Reason: To ensure that the drainage system is constructed to the national Non-Statutory Technical Standards for SUDS, and to provide a sustainable development and to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and new Policy EE13 of the Runnymede 2030 Local Plan, and the NPPF.

11 Storage of spoil during construction (sites partially within floodplain)

There shall be no spoil or building materials deposited or stored within the area of the site liable to flood, before or during the construction of the development hereby permitted.

Reason: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood storage capacity during the construction process and to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

12 Storage of spoil post completion (sites wholly within floodplain)

Upon completion all spoil and building materials stored on site before and during construction shall be removed from the area of land liable to flood.

Reason: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood storage capacity and to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

13 Voids (new dwellings)

The replacement dwelling hereby approved shall be constructed with underfloor voids, with the oversite concrete finished at the existing ground level and with the underside of the floor structure set 300mm above the flood water level of 16.65 metres AOD(N). The voids shall be retained thereafter clear and free of impediment.

Reason: To prevent the increased risk of flooding due to impedance of flood waters and reduction of flood water storage capacity, taking into account the effects of climate change, and

- to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.
- 14 Steps and ramps
- Any steps or ramps must have an open construction.
- Reason: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood water storage capacity and to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.
- 15 Flood risk management and evacuation plan
- Prior to the first occupation of the new dwellings hereby approved, a final Flood Risk Management and Evacuation Plan (FRMP) shall be submitted to and approved in writing by the Local Planning Authority. The FRMP shall provide a householder pack which shall include details of how this pack will be made available to the first and subsequent occupiers, and include details of a safe escape route and the place that people can be evacuated to, in accordance with the information provided in the submitted draft Flood Warning and Evacuation Plan Issue 3.
- Reason: In the interests of public safety and to comply with saved policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.
- 16 Ventilation scheme (habitable rooms)
- Prior to the commencement of the above ground construction of the new dwellings hereby approved, a scheme of ventilation of the dwellings shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall include details of a ventilation system to provide replacement fresh air obtained from the rear facade at high level. Preference shall be given to passive ventilation. Such measures as shall be approved shall be fully installed prior to first occupation of the development and shall be retained for the lifetime of the development.
- Reason: To protect the occupiers from noise from the public house and from overhead aircraft and to comply with saved Policy BE22 of the Runnymede Borough Local Plan Second Alteration 2001 and new Policy EE2 of the Runnymede 2030 Local Plan and guidance within the NPPF.
- 17 Electric vehicle charging points (per dwelling)
- The residential development hereby approved shall not be occupied unless and until each of the proposed dwellings are provided with a fast charge Electric Vehicle socket (current minimum requirements - 7kW mode 3 with type 2 connector - 230v AC 32 Amp single phase dedicated supply). The charging points shall be retained for the lifetime of the development.
- Reason: To sustain compliance with and contribute towards EU limit values or national objectives for pollutants, in accordance with guidance within the NPPF.
- 18 Parking and turning/retention of parking and turning
- The new dwellings hereby approved shall not be first occupied unless and until space has been laid out within the site in accordance with the approved plans for vehicles / cycles to be parked and for vehicles to turn so that they may enter and leave the site in forward gear. Thereafter the parking /turning area(s) shall be retained and maintained for their designated purpose(s).
- Reason: In order that the development should not prejudice highway safety nor cause inconvenience to other highway users and to comply with saved Policy MV4 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.
- 19 Post construction highway reconditioning
- The new dwellings hereby approved shall not be first occupied unless and until the following are completed in accordance with a scheme to be submitted to and approved in writing by the Local Planning Authority:
- Raise any sections of dropped kerb not being used as a vehicle crossover (eg the section fronting the pub building)
 - Refurbish loose kerb stones

-Resurface footway area fronting the current access

Reason: In order that the development should not prejudice highway safety nor cause inconvenience to other highway users and to comply with saved Policy MV4 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

20 Bat survey

The works to the outbuildings of the public house shall not commence until a further bat survey has been conducted on the whole site and the findings of the survey, and any recommended mitigation, submitted to and agreed in writing by the Local Planning Authority. The development shall not commence until all the measures approved in accordance with this condition have been implemented.

Reason: To protect the habitat of the bats in view of the passage of time since the original bat survey was carried out and to comply with saved Policy NE20 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

21 Bat boxes and bricks

Prior to the first occupation of the dwellings hereby approved, details (including the number, design and positions) of proposed bat boxes and bat bricks to be incorporated within the site shall be submitted to and approved by the Local Planning Authority. Such details as may be approved shall be incorporated into the development prior to the first occupation of any part of the development hereby granted and permanently maintained thereafter.

Reason: In accordance with the terms of the application and to ensure the provision of suitable mitigation in accordance with saved Policy NE20 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

22 External lighting and floodlighting

Before any external lighting, including floodlighting, is installed at the site, details shall be submitted to and approved in writing by the Local Planning Authority. Such details shall be in accordance with the recommendations of the submitted Ecological Assessment and include proposed hours of use and measures to ensure that no direct light is projected into the atmosphere above the lighting installation. Development shall be carried out in accordance with the approved details and be retained as such thereafter.

Reason: To protect the residential amenities of the neighbouring properties and to protect wildlife and to comply with saved Policies HO9 and NE20 of the Runnymede Borough Local Plan Second Alteration 2001, guidance within the NPPF, and Policy EE2 of the Runnymede 2030 Local Plan.

23 The application site is adjacent to a site with potential for contamination due to former uses. A contaminated land investigation needs to take place prior to development.

Land Affected by Potential Contamination

Unless otherwise agreed by the Local Planning Authority, development other than that required to be carried out as part of an approved scheme of remediation must not commence until Conditions (i) to (iv) or otherwise agreed remedial measures have been complied with. If unexpected contamination is found after development has begun, development must be halted on that part of the site affected by the unexpected contamination to the extent specified by the local planning authority in writing until Condition (iv) has been complied with in relation to that contamination.

(i) Site Characterisation

No development must take place until an assessment of the nature and extent of contamination on the site has been submitted to and approved in writing by the Local Planning Authority. The investigation and risk assessment must be undertaken by competent persons and shall assess any contamination on the site whether or not it originates on the site. The report of the findings must include:

- (a) a survey of the extent, scale and nature of contamination;
- (b) an assessment of the potential risks to:

- " human health
- " property (existing or proposed) including buildings, crops, livestock, pets, woodland and service lines and pipes
- " adjoining land
- " ground waters and surface waters
- " ecological systems
- " archaeological sites and ancient monuments

(ii) Submission of Remediation Scheme

If found to be required no development shall take place until a detailed remediation scheme to bring the site to a condition suitable for the intended use by removing unacceptable risks to human health, buildings and other property and the natural and historical environment has been submitted to and approved in writing by the local planning authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal and remedial options, proposal of the preferred option(s), a timetable of works and site management procedures. The scheme must ensure that the site will not qualify as contaminated land under Part 2A of the Environmental Protection Act 1990 in relation to the intended use of the land after remediation.

(iii) Implementation of Approved Remediation Scheme

If found to be required, the remediation scheme shall be implemented in accordance with the approved timetable of works.

Upon completion of measures identified in the approved remediation scheme, a verification report (validation report) that demonstrates the effectiveness of the remediation carried out must be submitted to the local planning authority.

(iv) Reporting of Unexpected Contamination

In the event that contamination is found at any time when carrying out the approved development that was not previously identified, it must be reported in writing immediately to the local planning authority and once the Local Planning Authority has identified the part of the site affected by the unexpected contamination, development must be halted on that part of the site. An assessment must be undertaken in accordance with the requirements of Condition (i) or otherwise agreed and where remediation is necessary, a remediation scheme, together with a timetable for its implementation must be submitted to and approved in writing by the Local Planning Authority in accordance with the requirements of Condition (ii) in the form of a Remediation Strategy which follows DEFRA CLR11 approaches. The measures in the approved remediation scheme must then be implemented in accordance with the approved timetable. Following completion of measures identified in the approved remediation scheme, a validation (verification) plan and report must be submitted to and approved in writing by the Local Planning Authority in accordance with Condition (iii)

Reason: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other off-site receptors in accordance with guidance in the NPPF and to comply with new Policy EE2 of the Runnymede 2030 Local Plan.

24 Use of pub garden area

There shall be no customers using the new garden area to the rear of the public house hereby approved after 22.00 hours.

Reason: To protect the amenities of the adjoining properties and to comply with saved Policy HO9 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

Informatives:

- 1 Summary of Reasons to Grant Consent
The decision has been taken in compliance with the requirement in the NPPF to foster the delivery of sustainable development in a positive and proactive manner.
- 2 SCC Informative - Dirt or Damage on Highway
The developer is reminded that it is an offence to allow materials to be carried from the site and deposited on or damage the highway from uncleaned wheels or badly loaded vehicles. The Highway Authority will seek, wherever possible, to recover any expenses incurred in clearing, cleaning or repairing highway surfaces and prosecutes persistent offenders. (Highways Act 1980 Sections 131, 148, 149).
- 3 SCC Informative - No Authority for Highway Works
The permission hereby granted shall not be construed as authority to carry out works on the highway. The applicant is advised that a licence must be obtained from the Highway Authority Local Transportation Service before any works are carried out on any footway, footpath, carriageway, verge or other land forming part of the highway.
- 4 SCC Informative - Erection of Scaffolding etc
The permission hereby granted shall not be construed as authority to obstruct the public highway by the erection of scaffolding, hoarding or any other device or apparatus for which a licence must be sought from the Highway Authority Local Transportation Service.
- 5 Land Ownership
The applicant is advised that this planning permission does not convey the right to enter onto or build on land not within his ownership.
- 6 Other Works to the Highway - The permission hereby granted shall not be construed as authority to carry out any works on the highway or any works that may affect a drainage channel/culvert or water course. The applicant is advised that a permit and, potentially, a Section 278 agreement must be obtained from the Highway Authority before any works are carried out on any footway, footpath, carriageway, verge or other land forming part of the highway. All works on the highway will require a permit and an application will need to be submitted to the County Council's Street Works Team up to 3 months in advance of the intended start date, depending on the scale of the works proposed and the classification of the road. Please see: <http://www.surreycc.gov.uk/roads-and-transport/road-permits-and-licences/the-traffic-management-permit-scheme>. The applicant is also advised that Consent may be required under Section 23 of the Land Drainage Act 1991. Please see: www.surreycc.gov.uk/people-and-community/emergency-planning-and-community-safety/flooding-advice.
- 7 Party Wall Act 1996
The applicant's attention is drawn to the Party Wall Act 1996 which sets out requirements for notice to be given to relevant adjoining owners of intended works on a shared wall, on a boundary or if excavations are to be carried out near a neighbouring building.
- 8 Nature Conservation Informative - Bats, Badgers etc
The applicant/developer is advised that before undertaking any construction work you should check any buildings or land to ensure that there are no bats, badgers, wild birds or other protected plant and animal species. It is an offence to kill, injure or disturb bats and badgers or intentionally damage, destroy or obstruct their places of shelter. If you find any protected species you should not start any work until you have contacted English Nature and got the appropriate consent.
- 9 Hours of Construction Works
The applicant is advised that the council has established the following guideline hours for noisy works:

8am to 6pm Monday to Friday; and
8am to 1pm on Saturday.

There should be no noisy work on Sundays or Public Holidays.

Further information is available from the Council's Environmental Health Department.
- 10 Discharging of Planning Conditions
The applicant/developer is advised that there is a standard national form to be submitted to the Local Planning Authority when discharging the conditions specified in this decision notice.
- 11 EA Informative - Steps and Ramps

The applicant is advised that any steps or ramps shall be of an open construction so as not to impede the flow of flood waters and reduce the risk of flooding elsewhere.

12 Sound insulation (from external noise)

You are advised that the use of trickle vents alone are not considered to be a suitable alternative form of ventilation if reliant on closed windows to avoid noise disturbance. In addition, any alternative mechanical ventilation should not give rise to noise issues in itself.

13 Environment Agency Informative - "Preparing for a Flood"

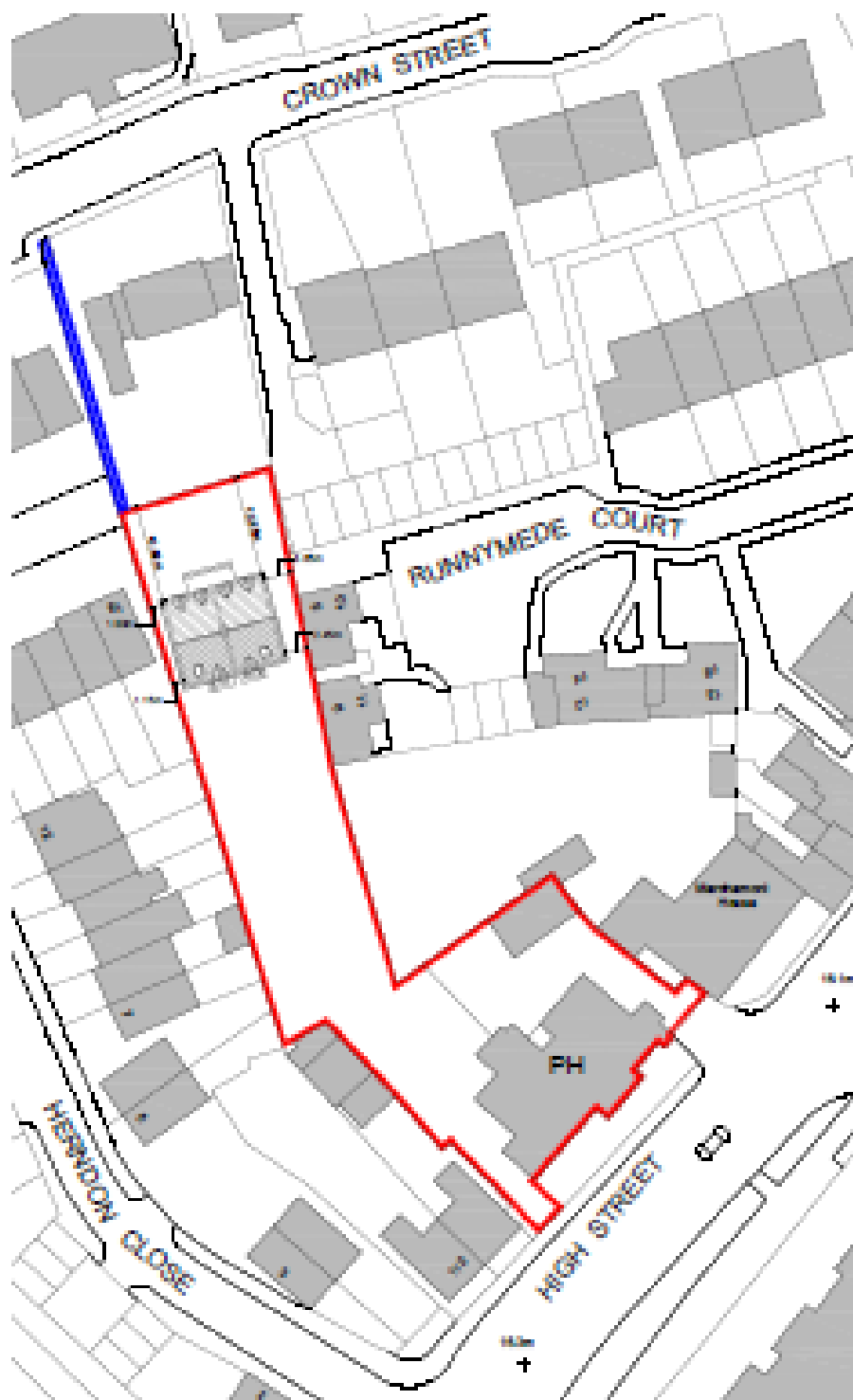
The applicant is advised that this property lies within a floodplain. Practical advice on how to reduce flood damage to your property is available in a free document entitled "Preparing for a Flood" November 2007. Copies of "Preparing for a Flood" are available free of charge from the Environment Agency 24 hour "floodline" on 0845 988 1188 or on the Environment Agency website www.environment-agency.gov.uk/flood.

14 Environment Agency Informative (EA Floodplain Maps)

The Environment Agency's Indicative Floodplain Maps provide a general overview of areas of land in natural floodplains and therefore potentially at risk of flooding from rivers. To find out more information about where your property lies within the floodplain, investigate the Agency's website www.environment-agency.gov.uk under the "What's in your backyard?" pages. Additional information on the IFM can also be found on the website. Alternatively, contact the Environment Agency's Floodline on 0845 988 1188.

15 The applicant is advised that site clearance should take place outside the bird nesting season, and the landscaping should include native species as recommended in the Ecological Assessment report October 2018.

Location plan



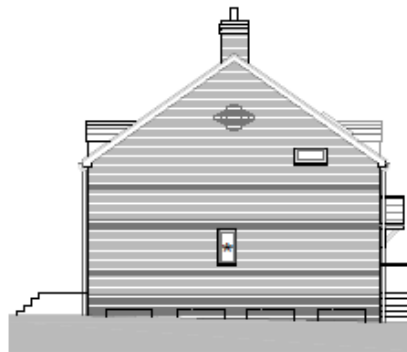
Proposed site plan



Proposed elevations of dwellings as amended



Proposed South Elevation



Proposed West Elevation

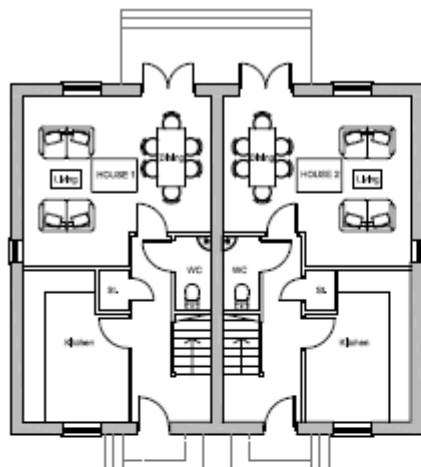


Proposed North Elevation

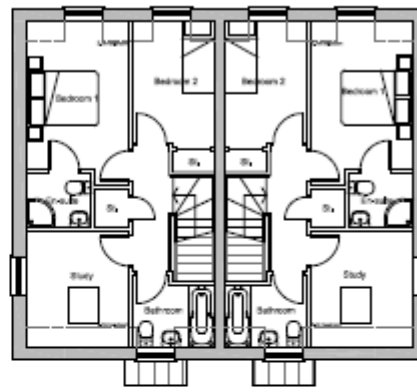


Proposed East Elevation

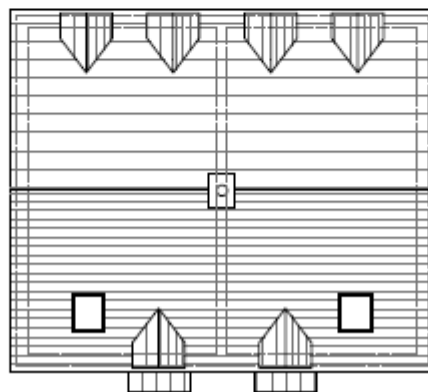
Proposed floor plans



Proposed Ground Floor

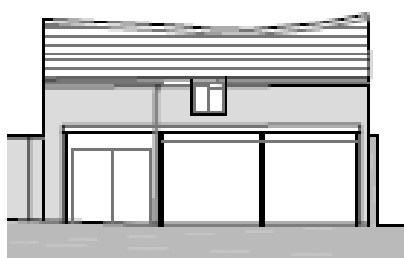
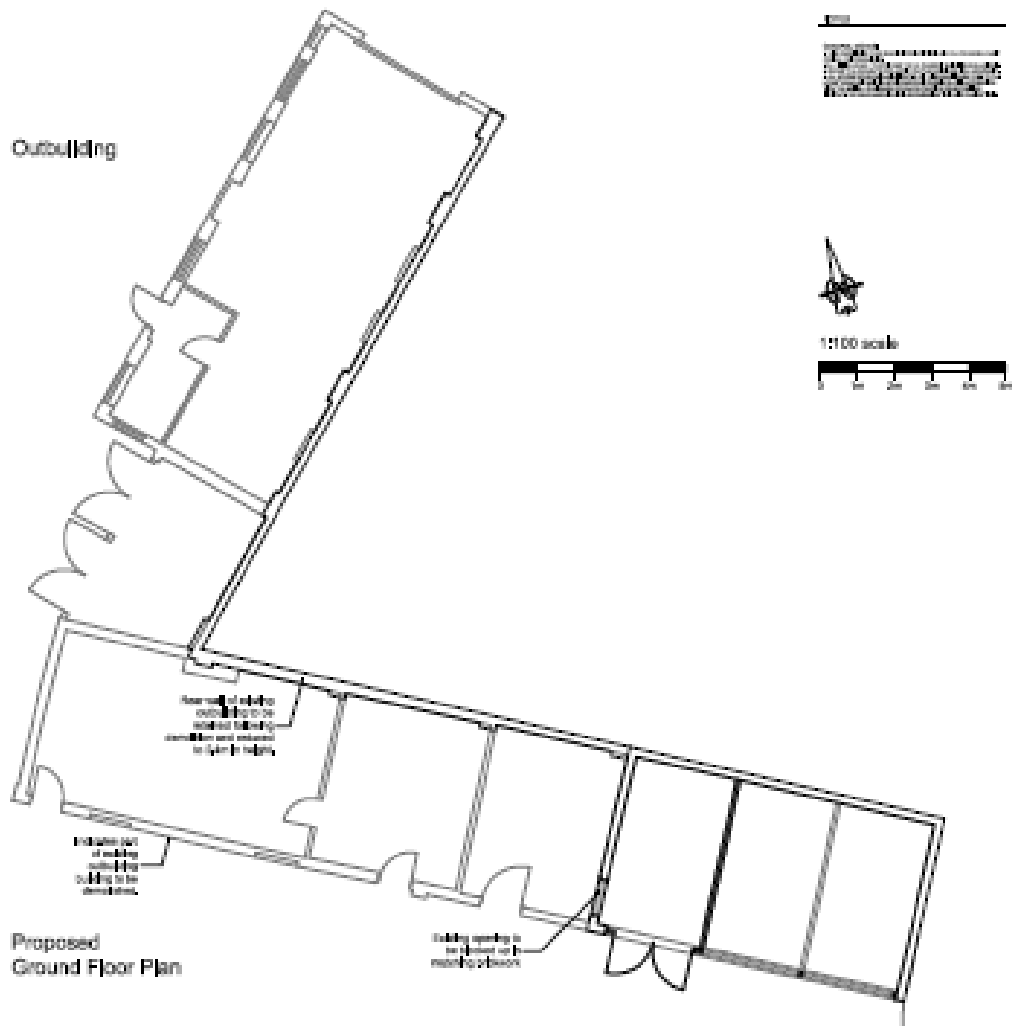


Proposed First Floor

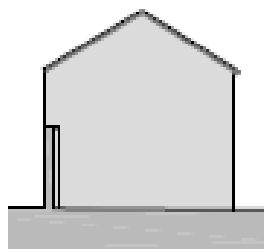


Proposed Roof Layout

Proposed outbuilding alterations – demolition and rebuild



Proposed South Elevation



Proposed West Elevation

NO.	DATE	BY
01	12/12/2023	PLC
02	12/12/2023	PLC
03	12/12/2023	PLC

PLC PROJECTS
 CONSULTANTS
 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200

NO.	DATE	BY
01	12/12/2023	PLC
02	12/12/2023	PLC
03	12/12/2023	PLC

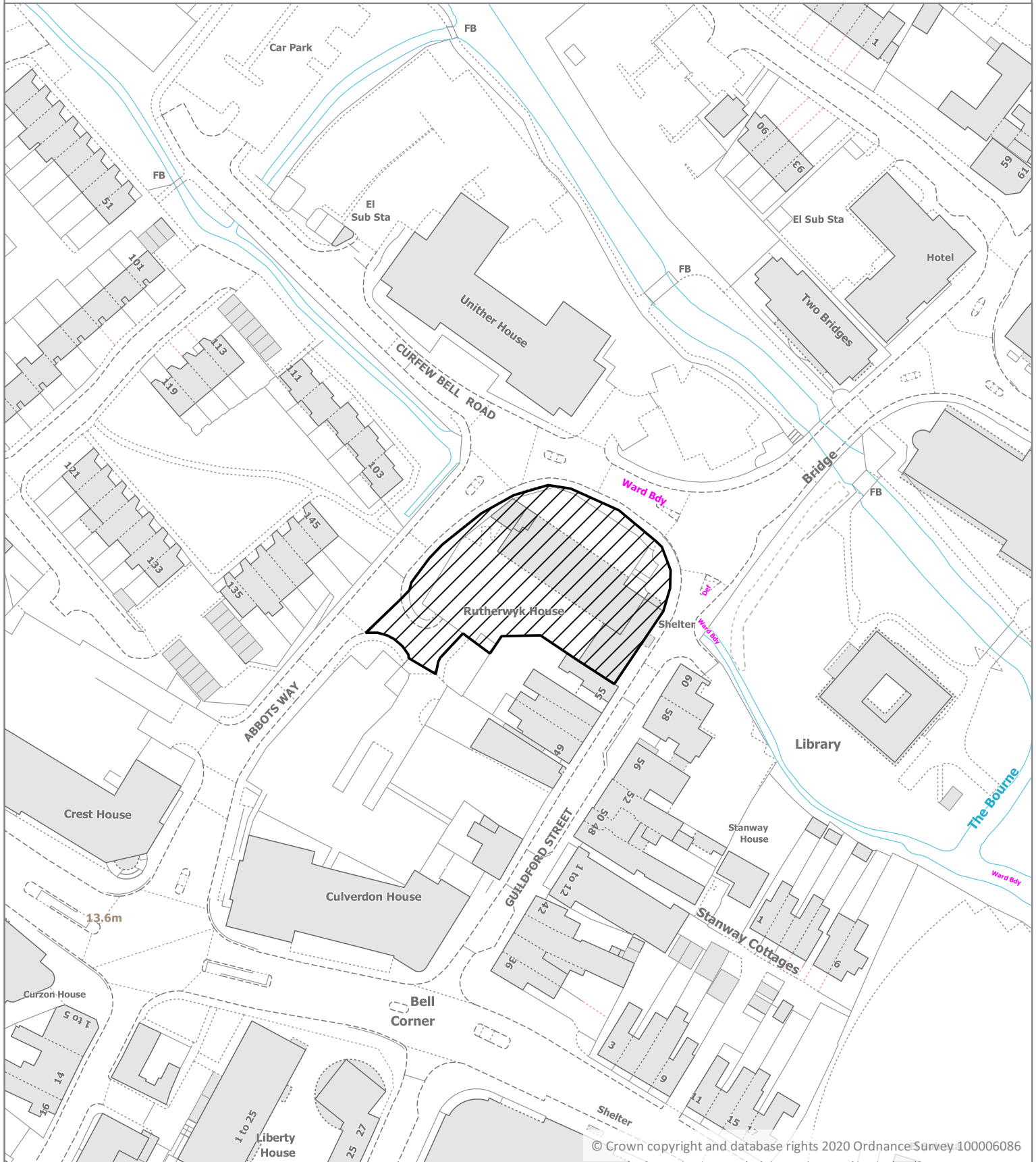


FOR LOCATION PURPOSES ONLY

Runnymede Borough Council
Runnymede Civic Centre
Station Road
Addlestone
Surrey KT15 2AH

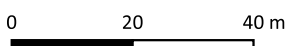
Date: 15/07/2020

Land at Portman House, Guildford Street, Chertsey, KT16 9AY



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Scale: 1:1250



RU.19/1823



RU.19/1823	Ward:
LOCATION:	Land Rear of Portman House (Formerly Rutherwyk House) Guildford Street Chertsey KT16 9AY
PROPOSAL	Proposed erection of a 3-storey building containing 6 no. residential apartments (Use Class C3), ancillary bin and cycle storage, hard and soft landscaping and access works (amended plans received 25.06.20 and amended description 22.05.20).
TYPE:	Full Planning Permission
EXP DATE	17 th of July 2020

SUMMARY OF RECOMMENDATION: Grant with conditions

1. Site

- 1.1 The application site is located on the corner of Abbots Way, Curfew Bell Road and Guildford Street. An existing three storey former office building is positioned within the site towards the north eastern and south eastern boundaries. This building has an existing vehicular access from Abbots Way. This building is currently being converted into 29 self-contained residential units and will be retained. Existing residential development is located to the west of the site along Cowley Avenue. Existing commercial and residential development is positioned towards the east of the site along Guildford Street. An existing office building is located to the north and south.
- 1.2 The application site is located within the Urban Area, Town Centre and Conservation Area of Chertsey. The site also falls within an Area of High Archaeological Potential and a Landscape Problem Area. The property falls within the Floodplain (Flood Zones 3). Existing Listed Buildings (Grade II) are positioned along Guildford Street (43, 45 and 56 Guildford Street) and the St Annes Parish Centre and Stevenson Bridge along Guildford Street are both locally listed.

2. Planning history

- 2.1 The site has an extensive planning history. The most relevant includes:
- 2.2 RU.19/0896: Prior approval for a proposed change of use from offices to 27 self contained dwellings. Granted.
- 2.3 RU.19/0985: External alterations and improvements to the building including the raising of the roof and new dormers. Granted.
- 2.4 RU.19/1367: Prior approval for a proposed change of use from offices to 29 self contained dwellings. Granted.
- 2.5 RU.19/1843: Application seeking approval of details pursuant to planning condition 2 (noise) and 3 (Flood Risk Management and Evacuation Plan) of Prior Approval application RU.19/1367. Granted.
- 2.6 RU.20/0070: Proposed non material amendment to RU.19/0985 to allow external alterations. Refused.
- 2.7 RU.20/0396: Variation of planning condition 3 (approved drawings) to RU.19/0985 to allow external alterations to the building. Granted.

3. Application

- 3.1 The application seeks Full Planning Permission for the proposed erection of a three storey detached building in the south western corner of the application site adjacent to Abbots Way (amended plans received 25.06.20 and amended description 22.05.20). An existing three storey building with a large undercroft parking area exists within the site. This three storey building is currently being converted into individual residential flats in association with the previous planning approvals for the site and will be retained as part of this development. The proposal will provide for a new building for 6 dwellings (4 x 2 bed and 2 x 1 bed) located across three floors in a new detached building. The building would be designed with a part hipped/part gabled roof with dormers in the roof area towards the rear section of the building. External materials would comprise facing brickwork and roofing slates. The building would be designed with an open undercroft on the ground floor to provide pedestrian and vehicular access into the site. The proposal will provide for 6 electric vehicle cycle spaces within the site for the new development,

- bin stores and cycle parking. The existing access into the site from Abbots Way would be retained.
- 3.2 The finished floor level of the building would be raised and the lower sections of the building would be designed with underfloor open voids in order to protect future residents from the effects of flooding and to prevent the development from restricting flood flows. The proposal also includes flood compensation measures including the demolition of an existing wall adjacent to Abbots Way. A raised external walkway would also be provided to allow a safe means of escape from the building by future occupants to an area outside of the floodplain.
- 3.3 The plans as originally submitted provided for a significantly larger building comprising 9 self contained flats designed within a flat roof building extending to 5 storeys.
4. Consultations
- 4.1 33 Neighbouring properties were consulted in addition to being advertised in the local paper. A site notice has also been displayed on the site. In response to the above consultations a letter of objection has been received outlining the following concerns:
- Surprised not to have received a letter from the council to notify of the development.
 - The development at 5 storeys high will be much taller than surrounding buildings and out of keeping with the character of the area. The design should be less storeys to match surrounding buildings (Officers comments: Following ongoing discussions with officers the building has been amended to three storeys)
 - Neighbour has a large tree at the back of their property which if removed would allow direct views of the development into neighbouring properties. This will affect both views and property values.
 - Suffer with parking problems along local roads particularly with respect to local office workers and contractors parking. Where will the contractors park for the development (Officers comments: A planning condition is recommended which requires the submission of a Construction Transport Management Plan to include details of parking for site personnel, operatives and visitors)
 - The proposal results in the loss of existing parking for the existing building on the site which is currently under going building work. It is not clear how this building will be utilised. (Officers comments: This building is currently being converted into individual residential units which will utilise the undercroft parking beneath the existing building)
 - Local area suffers from problems with water supply and drainage.
 - Wish to support the regeneration of Chertsey but cannot support relentless building without provision for the people it brings.
 - The council and developers should think of more than just pound signs and think of the stress and strain it places on local people.
- 4.2 Affinity Water raise no objection and provide advice regarding ground water pollution.
- 4.3 No comments have been received from The Chertsey Society.
- 4.4 Historic England have no comments regarding the application.
- 4.5 The Environment Agency has raised concerns; officers are aware that the applicant has been working with the Environment Agency to address their concerns and officers understand the Environment Agency is satisfied, however their formal response has not yet been received. Any update will be reported via the written addendum
- 4.6 The Councils Tree Officer raises no objection subject to conditions.
- 4.7 The Councils Listed Building and Conservation Adviser raises no objections.
- 4.8 The Councils Contaminated Land Officer raises no objections.
- 4.9 The Councils Recycling Officer raises no objections.
- 4.10 The Councils Drainage Engineer raises no objections subject to conditions.
- 4.11 The Councils Environmental Health Manager provides comments in relation to noise.

- 4.12 Surrey County Archaeology raises no objections subject to conditions.
- 4.13 The County Highway Authority raise no objections subject to conditions.
- 4.14 The Lead Flood Authority have no requirements.
- 4.15 Surrey County Education have no requirements.
- 4.16 Surrey Wildlife Trust raise no objections subject to conditions.
5. Relevant Local Planning Policies
- 5.1 Saved Policies in the Runnymede Borough Local Plan Second Alteration 2001: H01, H09, TC1, TC2, MV4, MV9, NE10, NE12, NE14, NE15, NE20, BE2, BE5, BE15, BE10, SV2.
- 5.2 The Draft Runnymede 2030 Local Plan has completed its statutory Examination in Public stage and the Planning Inspector's report has been published which concludes that, subject to adoption by the Council of specified modifications therein, the Plan is regarded as sound. As such, it can now be given significant weight in planning decisions having regard to relative out-of-date status of the adopted Runnymede Local Plan Second Alteration 2001 and advice contained in the NPPF. The following draft policies are considered material to the determination of this application: SD4, SD7, SL1, EE1, EE2, EE3, EE4, EE5, EE7, EE8, EE9, EE13 and IE6
6. Planning Considerations
- 6.1 In the determination of this application regard must be had to the Development Plan and National policy within the NPPF. The application site is located within the urban area where the principle of such development is considered to be acceptable subject to detailed consideration. This must be considered in light of the presumption in favour of sustainable development advocated by the NPPF. The key planning matters are considered to be the scale, positioning and design of the proposals and the impact upon the character of the area including the Conservation Area, the impact upon the setting of neighbouring Listed Buildings, the impact upon residential amenities, the impact upon the Area of High Archaeological Potential, the impact upon highway safety and parking, noise, air quality impacts and land contamination, flooding and sustainable drainage, the impact upon trees and new landscaping, and the impacts on protected species.
- 6.2 In relation to design Paragraph 127 of the NPPF advises that developments should function well and add to the overall character of the area, be sympathetic to the surrounding built environment (local character and history) and should be visually attractive as a result of good architecture, layout and landscaping. The NPPF however focuses upon not discouraging change such as increased densities and the need to make the effective use of land. Section 7 of the NPPF focuses upon the importance of Town Centres confirming that planning policies and decisions should support the role that Town Centres play at the heart of local communities by taking a positive approach to their growth, management and adaptation. The NPPF stresses that local planning authorities should encourage the sustainable growth of Town Centres. Policy EE1 (Townscape and Landscape Quality) of the Runnymede Local Plan 2030 requires all development proposals to achieve high quality and inclusive design which responds to the local context including the built, natural and historic character of the area while making efficient use of land.
- 6.3 The proposal (as amended) is considered to be a high quality and sensitively designed development which reflects the scale, design and character of existing surrounding buildings within the Town Centre. The design and external materials of the building have been designed to harmonise existing surrounding buildings in terms of scale, materials and design. The proposed reduction in height of the building will ensure that the building remains subservient to the existing building within the application site and will not appear obtrusive or overly dominant within the street scene. The positioning of the building allows for the retention of an existing planted buffer adjacent to Abbots Way which will provide a landscape setting for the development and provide for an appropriate set back from the site boundary. The development would create a new active building frontage onto Abbots Way providing visual improvements to the existing street scene when approaching the Town Centre from the south. The proposal will provide an increased density of development whilst still being sympathetic to the Town Centre and its existing local context. The proposal would be visually attractive as a result of good architecture, layout and landscaping and would positively enhance the character and vitality of the Town Centre.

- 6.4 Policy EE3 (strategic heritage policy) of the Local Plan 2030 states that development that affects Runnymede's heritage assets should be designed to protect, conserve and enhance the significance and value of these assets and their settings. Special consideration has to be given to heritage assets. The Councils Listed Building and Conservation Advisor fully supports the proposals. Historic England have no comments on the application and recommend that the council seek the views of their own heritage specialist. The proposal as amended is considered to result in a scale and form of development which will protect, conserve and enhance the Conservation Area and the setting of surrounding Listed Buildings. The revisions to the height and design of the building will ensure that existing views both into and out of the Conservation Area are both protected and enhanced. The proposal is therefore considered to comply with saved policies BE5, H09 and BE2 of the Runnymede Borough Local Plan Second Alteration 2001, policies EE1, EE3, EE4 and EE5 of the Runnymede Local Plan 2030 and design and heritage policy within the NPPF.
- 6.5 The application site is surrounded by existing residential development along Cowley Avenue to the west (on the opposite side of Abbots Way) and along Guildford Street to the east. The letter of objection received by a local resident has been carefully considered by officers. The amended proposal has resulted in a significant reduction in the height of the development from 5 storeys to a 3 storey development. This reduction in height coupled with the revised design and positioning of the building is considered to protect the amenities of existing residential properties located both to the west and east of the application site.
- 6.6 The existing building within the application site is currently being converted to provide 29 residential flats. This existing building is positioned towards the north and east of the current proposal. The applicant has submitted a statement in support of their application which advises that the development has been designed to protect the future occupants of this neighbouring building by stepping the new development away and creating an 'L' shaped building. The applicant is also proposing to obscurely glaze the lower section of the proposed first and second floor windows facing this neighbouring building. This would result in the main bedroom and kitchen area of flats 4 and 6 having no outlook which has the potential to impact upon the amenities of future occupants. Whilst obscure glazing would help to prevent views towards the existing building, it is not considered to be necessary in this particular case given the Town Centre location of the site and the distances retained. On this basis it is considered that the development will seek to protect future residential occupiers within the application site. The development will retain and protect the existing planted buffer to the front of the site adjacent to Abbots Way. This will provide a landscape setting to the building. In addition a number of the flats have 'juliet balconies'. The application site is also located within a sustainable Town Centre location with easy access to existing Town Centre amenities including Gogmore Farm Park, an existing open space positioned to the west. The development is therefore considered to comply with saved policy H09 of the Runnymede Borough Local Plan Second Alteration 2001 and policy EE1 of the Runnymede Local Plan 2030.
- 6.7 The application site is located within an Area of High Archaeological Potential and the applicant has submitted a desk based assessment which concludes that there is a potential for archaeological remains dating from the medieval and post-medieval periods to be present. Further work is therefore required to clarify the extent and state of preservation of any remains that may be present and Surrey County Archaeology recommend that a planning condition be imposed to secure the implementation of a programme of archaeological work in accordance with a Written Scheme of Investigation which should be submitted to and approved by the Council. On the basis of the imposition of this planning condition, the development is considered to comply with saved policy BE15 of the Runnymede Borough Local Plan Second Alteration 2001 and policy EE3 of the Runnymede Local Plan 2030.
- 6.8 The application site is located within a highly sustainable location within the Town Centre of Chertsey. The development would be situated within walking distance of the train station, local bus stops and the existing shopping and amenities of the Town Centre. The site is also located close to existing cycle routes. In respect of parking provision, the development would provide for 6 allocated parking spaces for the proposed development. In addition an existing 32 parking spaces would be retained on site (predominantly beneath the existing building to be retained within the application site) for use by the neighbouring residential units within the site. The development would comply with the councils adopted maximum parking standards. Cycle parking would also be provided to the west of the site. The County Highway Authority have assessed the application and raise no objections on the basis that the proposal is not considered to have any significant impacts upon highway safety or capacity. The proposal is therefore considered to comply with saved policies MV4 and MV9 of the Runnymede Borough Local Plan Second Alteration 2001 and policy SD4 of the Runnymede Local Plan 2030.

- 6.9 The applicant has submitted an Environmental Noise Survey and Noise Impact Assessment. This supporting information concludes that there would be no adverse noise impacts on future occupants of the building as the development would be designed with double glazing and with an appropriate external ventilation system. This will ensure that future occupants will be able to have appropriate ventilation to their properties without the need to open their windows. This design approach will reduce any associated vehicle noise from Abbots Way when inside the building. The Councils Principal Environmental Health Officer has considered the proposals and has requested the submission of further information regarding the proposed design of any proposed external ventilation system. It is recommended that this be imposed as a planning condition requiring further details of the design prior to the occupation of the building.
- 6.10 The Councils Principal Environmental Health Officer has raised no concerns in respect of the impacts of the development upon air quality. The site is not located within an Air Quality Management Area (AQMA). The development is located within a highly sustainable location in close proximity to the existing amenities of the Town Centre. The proposal seeks to encourage cycle use to include the provision of on site cycle parking. This coupled with the scale and nature of the development is not considered to give rise to adverse impacts on air quality or locate sensitive receptors in areas exceeding adopted air quality standards.
- 6.11 The applicant has submitted a phase 2 Land Contamination Report which concludes that whilst a slightly elevated level of lead was detected at one location. This was not considered to be a significant risk on the basis that the area is currently soft landscaped with mature vegetation which will be retained. On this basis no specific remedial measures are felt to be required. The report also concludes that the site is underlain by Alluvium, which has a very low potential for ground gases. Historical monitoring undertaken however did not detect any elevated levels and on this basis specific monitoring and assessment is not considered necessary. The Councils Contaminated Land Officer fully supports the results of the Phase 2 Report and requires no further monitoring or assessments. On the basis of the above considerations, the development is considered to comply with policy EE2 (Environmental protection) of the Runnymede Local Plan 2030.
- 6.12 The application is supported by a Flood Risk Assessment which concludes that the application site falls within Flood Zones 3. The National Planning Policy Framework states that a risk based Sequential Test should be applied at all stages of planning with the aim of steering new development to areas at the lowest probability of flooding (Flood Zone 1). New residential development should only be allowed within areas at high risk of flooding subject to passing the sequential test. Only where there are no reasonably available sites in Flood Zones 1 or 2 should the suitability of sites in Flood Zone 3 (areas with a high probability of flooding) be considered. In support of the application the applicant has undertaken a sequential test which considers whether there are any suitable and reasonable available sites within the Town Centre of Chertsey and the surrounding area. This includes information published by the Council in its Strategic Housing Land Assessment, the Brownfield Register, on line planning records and draft site allocations. The applicant has also approached Hodders, a local Chertsey Estate Agent who provide disposal and acquisition advice for developers and investors in the local area. The supporting information concludes that there are no reasonably available suitable sites in Flood Zones 1 or 2 to accommodate this development within Town Centre of Chertsey and surrounding land.
- 6.13 The development is also required to comply with the Exception Test, as set out within the NPPF to demonstrate and help ensure that flood risk to people and property will be managed satisfactorily, while allowing necessary development to go ahead in situations where suitable sites at lower risk of flooding are not available. The 2 parts to the Test require the proposed development to show that it will provide wider sustainability benefits to the community that outweigh flood risk, and that it will be safe for its lifetime, without increasing flood risk elsewhere and where possible reduce flood risk overall. The development demonstrates that it will be safe for its lifetime by providing mitigation in its design in line with requirements from the Environment Agency. This includes raised floor levels and the provision of underfloor voids, a safe means of escape for future residents to an area outside of the floodplain and flood compensation measures. The applicant has been working with the Environment Agency to address their concerns and officers understand the Environment Agency is satisfied, however their formal response has not yet been received. Any update will be reported via the written addendum. The Councils Drainage Engineer raises no objections to the development subject to conditions.
- 6.14 The applicant has also provided a supporting statement outlining the wider sustainability benefits of the development to the community which they consider to outweigh flood risk. This includes the

provision of new homes within a highly accessible Town Centre location which would reduce reliance on the need for the public car and the associated environmental benefits; improved vitality of the Town Centre by the introduction of new residential uses to help support the local economy, the incorporation of a highly sustainable design including measures to supply a minimum of 10% of the development's energy needs from renewable and/or low carbon technologies, measures to achieve water efficiency and sustainable construction techniques that provide for the efficient use of minerals including a proportion of recycled or secondary aggregates. The development is also considered to facilitate improvements to the Chertsey Conservation Area and result in local economic benefits arising from employment and enterprise involved in the construction operations. On the basis of the above assessments it is considered that the development has satisfactorily passed both the Sequential and Exception Tests. A planning condition is also imposed to ensure that the development provides for a sustainable form of drainage in line with council policy. The development is there considered to comply with saved policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and policy EE13 of the Runnymede Local Plan 2030.

6.15 The development has been carefully designed to ensure that as many of the existing trees within the site are protected and retained as part of the development. The proposal also seeks to construct the new building using a piled foundation which will provide environmental improvements to these existing trees by providing room for future root growth and expansion. The proposal does involve the removal of 2 existing trees within the site (category B) however mitigation will be provided by the replanting of 4 new trees. The councils Tree Officer raises no objection to the proposals subject to conditions to ensure that the existing trees to be retained as part of the development are protected during the construction works and the approval of further details of the proposed new tree planting. On this basis the proposal is considered to comply with saved policies NE12, NE14 and NE15 of the Runnymede Borough Local Plan Second Alteration 2001 and policies EE1 and EE11 of the Runnymede Local Plan 2030.

6.16 In terms of biodiversity the application seeks to increase biodiversity within the site by providing additional planting including new trees and hedgerows. In addition the supporting information provides for new RSPB wooden nest boxes. Following consultation with the Surrey Wildlife Trust, they advise that the development provides opportunities for greater net gains in biodiversity including the provision of both bird and bat boxes erected on or integral within the new building and using native species when planting replacement and new trees and shrubs, preferably of local provenance from seed collected, raised and grown only in the UK, suitable for site conditions and complimentary to surrounding natural habitat. Planting should focus on nectar-rich flowers and/or berries as these can also be of considerable value to wildlife. The Surrey Wildlife Trust also advise that the developer should ensure that development activities such as vegetation or site clearance are timed to avoid the bird nesting season of early March to August inclusive. Alternatively if this is not possible the site should be inspected for active nests by an ecologist immediately prior to clearance works. If any active nests are found they should be left undisturbed with a buffer zone around them, until it can be confirmed by an ecologist that the nest is no longer in use. It is considered that these requirements can be secured through planning conditions. On this basis the development is considered to both protect and enhance biodiversity within the site in compliance with saved policy NE20 of the of the Runnymede Borough Local Plan Second Alteration 2001 and policy EE9 of the Runnymede Local Plan 2030.

7. Conclusion

7.1 Consideration has been given to Articles 1 and 8 of the First Protocol of the European Convention on Human Rights It is not considered that the decision would result in a violation of any person's rights under the Convention.

Consideration has been given to s149 of the Equality Act 2010 (as amended), which has imposes a public sector equality duty that requires a public authority in the exercise of its functions to have due regard to the need to:

- (a) Eliminate discrimination, harassment, victimisation and any other conduct prohibited by the Act
- (b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- (c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

It is considered that the decision would have regard to this duty.

- 7.2 The development is considered to represent a high quality of design which will protect and enhance the established character of Chertsey Town Centre (including the Conservation Area). The development has been designed to protect and enhance existing Listed Buildings and the proposal is not considered to result in any material detrimental impacts upon the amenities of existing surrounding properties. The scheme provides for on-site parking in line with the councils adopted parking standards and is located within a highly sustainable location. The proposal is not considered to have any detrimental impacts upon highway safety subject to the imposition of conditions recommended by the County Highway Authority. There are no objections in relation to air quality and land contamination. Subject to conditions, there are no objections in respect of noise, flooding and drainage, archaeology, trees and ecology.
- The development has been assessed against the following Development Plan policies – saved Policies H01, H09, TC1, TC2, MV4, MV9, NE10, NE12, NE14, NE15, NE20, BE2, BE5, BE15, BE10, SV2 of the Runnymede Borough Local Plan Second Alteration April 2001, policies SD4, SD7, SL1, EE1, EE2, EE3, EE4, EE5, EE7, EE8, EE9, EE13 and IE6 of the Runnymede 2030 Local Plan, the policies of the NPPF, guidance in the PPG, and other material considerations including third party representations. It has been concluded that the development would not result in any harm that would justify refusal in the public interest. The decision has been taken in compliance with the requirement of the NPPF to foster the delivery of sustainable development in a positive and proactive manner.

Officers Recommendation Grant subject to the following conditions

- 1 Full application (standard time limit)

The development for which permission is hereby granted must be commenced not later than the expiration of three years beginning with the date of this permission.

Reason: To comply with Section 51 of Part 4 of the Planning and Compulsory Purchase Act 2004.

- 2 List of approved plans

The development hereby permitted shall not be carried out except in complete accordance with the following approved plans

SK35 P6, 425 A, 402 C, 412 B, 403 C, SK32 D, 404 B, 413 E, 405 B, SK33 C, 414 C, 408 B, SK34 P3, 415 C, 410 E, 411 F received 25.06.20.

100A received 29.01.20

101 and 102 received 16.12.20.

Transport Technical Note received 16.12.19.

Archaeological Desk Based Assessment received 20.12.19.

Flood Risk Assessment Addendum (June 2020 CS/13702) received 23.06.20.

Noise Survey and Noise Impact Assessment received 16.12.20.

Planning and Heritage Statement received 18.06.20.

Tree Report received 18.05.20.

Design and Access Addendum received 18.05.20.

Phase 2 Site Investigation received 16.01.20.

E-mail received 25.6.20 providing further clarification regarding the proposed flood compensation scheme.

Reason: To ensure an acceptable scheme and to comply with saved Policies H09, TC1, TC2, MV4, MV9, NE10, NE12, NE14, NE15, NE20, BE2, BE5, BE15, BE10 and SV2 of the Runnymede Borough Local Plan Second Alteration 2001.

- 3 External materials

Before the above ground construction of the development hereby permitted is commenced, further details and samples of the external materials to be used in the external elevations of the buildings shall be submitted to and approved in writing by the Local Planning Authority and no variations in such

materials when approved shall be made without the prior approval, in writing, of the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Prior to their installation, further details of windows, doors, rainwater goods, and external balcony railings shall be submitted to and approved in writing by the Local Planning Authority, and the development shall be carried out in accordance with the approved details.

Reason: In order that the development improves the character and quality of the area in the interests of visual amenity and to comply with saved Policies TC1, BE2 and BE5 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance within the National Planning Policy Framework.

4 Programme of archaeological work

No works below current ground levels shall take place until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the Local Planning Authority.

Reason: To allow archaeological information to be recorded and to comply with saved Policy BE15 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

5 Land raising (sites wholly within floodplain)

There shall be no raising of existing ground levels on the site within the area liable to flood, other than in accordance with the approved details.

Reason: To prevent the increased risk of flooding due to impedance of flood flows and reduction in flood storage capacity and to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

6 Storage of spoil post completion (sites wholly within floodplain)

Upon completion all spoil and building materials stored on site before and during construction shall be removed from the area of land liable to flood.

Reason: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood storage capacity and to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF

7 Flood risk management and evacuation plan

Prior to the commencement of the above ground construction of the development hereby permitted, a Flood Risk Management Plan (FRMP) shall be submitted to and approved in writing by the Local Planning Authority. The FRMP shall provide a householder pack which shall include details of how this pack will be made available to the first and subsequent occupiers, and include details of a safe escape route and the place that people can be evacuated to.

Reason: To maintain control in the interests of public safety and to comply with saved policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

8 Tree Protection

Prior to the commencement of any works hereby approved, including demolition, and before any equipment, machinery or materials are brought on to the site, tree protective measures shall be installed in accordance with the approved tree protection plan ref: 2020051TPP001 and arboricultural method statement ref: 2020051 v1.0.

The works shall be carried out in accordance with the approved protection plan and method statement. The protective measures shall remain in place until all works are complete and all machinery and materials have finally left site. Nothing shall be stored or placed in any area fenced in accordance with this condition, nor shall any fires be started, no tipping, refuelling, disposal of solvents or cement mixing carried out and ground levels within those areas shall not be altered, nor shall any excavation or vehicular access, other than that detailed within the approved plans, be made without the written consent of the LPA.

There shall be no burning within six metres of the canopy of any retained tree. Where the approved protective measures and methods are not employed or are inadequately employed or any other requirements of this condition are not adhered to, remediation measures, to a specification agreed in writing by the LPA, shall take place prior to first occupation of the development, unless the LPA gives written consent to any variation.

Reason: To protect the trees to be retained, enhance the appearance of the surrounding area and to comply with saved policies NE14 and NE15 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

9 Parking and turning on site

The development hereby approved shall not be first occupied unless and until space has been laid out within the site in accordance with the approved plans for vehicles and cycles to be parked and for vehicles to turn so that they may enter and leave the site in forward gear. All cycle parking shall be secure, covered and lit. Thereafter the parking and turning areas shall be retained and maintained for their designated purposes.

Reason: In order that the development should not prejudice highway safety nor cause inconvenience to other highway users and to comply with saved policy MV4 and MV9 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance within the NPPF.

10 Construction Transport Management Plan

No development shall commence until a Construction Transport Management Plan, to include details of:

- (a) parking for vehicles of site personnel, operatives and visitors
 - (b) loading and unloading of plant and materials
 - (c) storage of plant and materials
 - (d) programme of works (including measures for traffic management)
 - (e) provision of boundary hoarding behind any visibility zones
 - (f) measures to prevent the deposit of materials on the highway
 - (g) before and after construction condition surveys of the highway and a commitment to fund the repair of any damage caused
 - (h) on-site turning for construction vehicles or equivalent traffic management
- has been submitted to and approved in writing by the Local Planning Authority.

Only the approved details shall be implemented during the construction of the development.

Reason: In order that the development should not prejudice highway safety nor cause inconvenience to other highway users and to comply with saved policy MV4 and MV4 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance within the NPPF.

11 Electric vehicle charging points

The development hereby approved shall not be occupied unless and until each of the proposed dwellings are provided with a fast charge socket (current minimum requirements - 7 kw Mode 3 with Type 2 connector - 230v AC 32 Amp single phase dedicated supply) thereafter retained and maintained to the satisfaction of the Local Planning Authority.

Reason In order to promote sustainable modes of transport in compliance with policy within the NPPF.

12 New replacement trees

Details and plans of new trees to be planted in accordance with the indicative plans hereby approved shall be submitted to and approved in writing by the Local Planning Authority (LPA) prior to the commencement of the above ground construction of the development hereby permitted and these works shall be carried out as approved prior to the first occupation of the development. Once planted, photographic evidence of the new trees shall be submitted to the LPA for approval.

Any new trees, or any replacement trees planted as a requirement of the conditions herein, which before the expiration of five years from the date of completion of the development, are removed, or become seriously damaged or defective, shall be replaced as soon as practicable with others of suitable size and species, following consultation with the LPA, unless the LPA gives written consent to any variation.

Reason: To mitigate the loss of tree cover, to protect and enhance the appearance of the surrounding area, to ensure that replacement trees, shrubs and plants are provided and to comply with and saved Policies NE14 and NE15 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

13 Sustainable drainage scheme

Prior to the commencement of the above ground development details of surface water drainage works shall be submitted to and approved in writing by the Local Planning Authority. Before these details are submitted an assessment shall be carried out of the potential for disposing of surface water by means of a sustainable drainage system and the results of the assessment provided to the local planning authority. Where a sustainable drainage scheme is to be provided the submitted details shall:

i) provide information about the design storm period and intensity, the method employed to delay and control the surface water discharged from the site and the measures taken to prevent pollution of the receiving groundwater and/or surface waters;

ii) include a timetable for its implementation; and

iii) provide a management and maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public authority or statutory undertaker and any other arrangements to secure the operation of the scheme throughout its lifetime.

iv) provide MicroDrainage calculations to demonstrate that the drainage system has sufficient storage capacity for the 1 in 100 year + 30%cc storm event and this can be suitably managed on site.

v) provide long or cross sections of each SuDS element to demonstrate that it complies with technical standards.

vi) provide a construction phase plan to demonstrate how the SuDS elements will be protected and maintained during the construction of the development.

vi) provide details of how the SuDS system will cater for system failure or exceedance events, both on and off site.

vi) provide information to demonstrate egress and access to the site and all buildings is still feasible during exceedance events, including the submission of an exceedance flow route plan.

Prior to the occupation of the building hereby approved the surface water drainage works shall be carried out in accordance with the approved plans and the sustainable urban drainage system shall thereafter be managed and maintained in accordance with the agreed management and maintenance plan.

Reason: To ensure an acceptable sustainable urban drainage scheme in accordance with policy contained within the NPPF.

14 Prior to the occupation of the development hereby approved a verification report shall be submitted to and approved in writing by the local planning authority to demonstrate that the Drainage System has been undertaken in accordance with the details as approved under planning condition 13.

Reason: To ensure that an acceptable Sustainable Urban Drainage System has been undertaken in accordance with policy within the NPPF.

- 15 Prior to the first occupation of the development hereby permitted, a fully detailed scheme for protecting the proposed development from noise from the neighbouring highway 'Abbots Way' shall be submitted to and approved in writing by the local planning authority. The scheme shall include details of double glazing with external ventilation and any other means proposed to protect the building from noise. When approved, the proposed development shall be carried out in full accordance with the approved scheme before the development is first occupied and shall thereafter be retained.

Reason: In order to protect the occupants of the new development from noise disturbance and to comply with saved policy BE23 of the Runnymede Borough Local Plan Second Alteration April 2001 and policy within the NPPF.

- 16 The development hereby permitted shall be undertaken in complete accordance with the FRA addendum (for Portland House, Chertsey by DHA Environment (ref CS/13702) dated June 2020) and the proposed flood compensation measures, open walkway and voids shall be thereafter retained and the voids/walkway shall be kept clear of any obstruction including grilles.

Reason: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood water storage capacity and to provide a development which will be safe for its lifetime to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

- 17 Prior to the above ground commencement of the development a sustainable design statement shall be submitted for the written approval of the local planning authority. This shall incorporate measures to supply a minimum of 10% of the development's energy needs from renewable and/or low carbon technologies, measures to achieve water efficiency and sustainable construction techniques. When approved the development will be undertaken in complete accordance with the approved details and thereafter retained.

To accord with the terms of the application (including the Exceptions Test submitted by the applicant) and to comply with saved policies SD7 and SD8 of the Runnymede Local Plan 2030.

- 18 Hard and soft landscaping

Prior to the commencement of the above ground development further details of the proposed hard landscaping including surfacing materials and proposed soft landscaping within the application site shall be submitted to and approved in writing by the Local Planning authority. When approved the development shall be undertaken in complete accordance with the approved plans unless a variation is agreed in writing by the Local Planning Authority.

The proposed soft landscaping details shall include species, size and height at time of planting and the proposed time of planting. All tree planting shall be carried out in accordance with the approved details and by the approved times unless a variation is approved in writing by the local planning authority. Any new planting, which within a period of five years of the commencement of any works in pursuance of the development die, are removed, or become seriously damaged or defective, shall be replaced as soon as practicable with others of suitable size and species, following consultation with the Local Planning Authority, unless the Local Planning Authority gives written consent to any variation.

Reason: To ensure that the development proposals seek to provide a high quality landscaping scheme in order to enhance the appearance of the area to comply with saved Policies BE5 and NE15 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance in the NPPF.

Informatives

- 1 Works on the Highway

The permission hereby granted shall not be construed as authority to carry out any works on the highway or any works that may affect a drainage channel/culvert or water course. The applicant is advised that a permit and, potentially, a Section 278 agreement must be obtained from the Highway Authority before any works are carried out on any footway, footpath, carriageway, verge or other land forming part of the highway. All works on the highway will require a permit and an application will need to be submitted to the County Council's Street Works Team up to 3 months in advance of the intended start date, depending on the scale of the works proposed and the

classification of the road. Please see: <http://www.surreycc.gov.uk/roads-and-transport/road-permits-and-licences/the-traffic-management-permit-scheme>.

The applicant is also advised that Consent may be required under Section 23 of the Land Drainage Act 1991. Please see: www.surreycc.gov.uk/people-and-community/emergency-planning-and-community-safety/floodingadvice.

2 Mud/debris on the Highway

The developer is reminded that it is an offence to allow materials to be carried from the site and deposited on or damage the highway from uncleaned wheels or badly loaded vehicles. The Highway Authority will seek, wherever possible, to recover any expenses incurred in clearing, cleaning or repairing highway surfaces and prosecutes persistent offenders. (Highways Act 1980 Sections 131, 148, 149).

3 Damage to the Highway

Section 59 of the Highways Act permits the Highway Authority to charge developers for damage caused by excessive weight and movements of vehicles to and from a site. The Highway Authority will pass on the cost of any excess repairs compared to normal maintenance costs to the applicant/organisation responsible for the damage.

4 Electric vehicle charging

It is the responsibility of the developer to ensure that the electricity supply is sufficient to meet future demands and that any power balancing technology is in place if required. Please refer to: <http://www.beama.org.uk/resourceLibrary/beama-guide-to-electric-vehicle-infrastructure.html> for guidance and further information on charging modes and connector types.

5 Pre-commencement meeting informative

It is advised that prior to development, including groundworks, demolition, storage of equipment, machinery or materials brought on site for the purposes of the development, that a pre-commencement meeting is held on site and attended by a suitably qualified arboriculturalist and the site manager/foreman. The LPA tree officer may also attend the meeting if necessary and can be arranged by emailing planning@runnymede.gov.uk

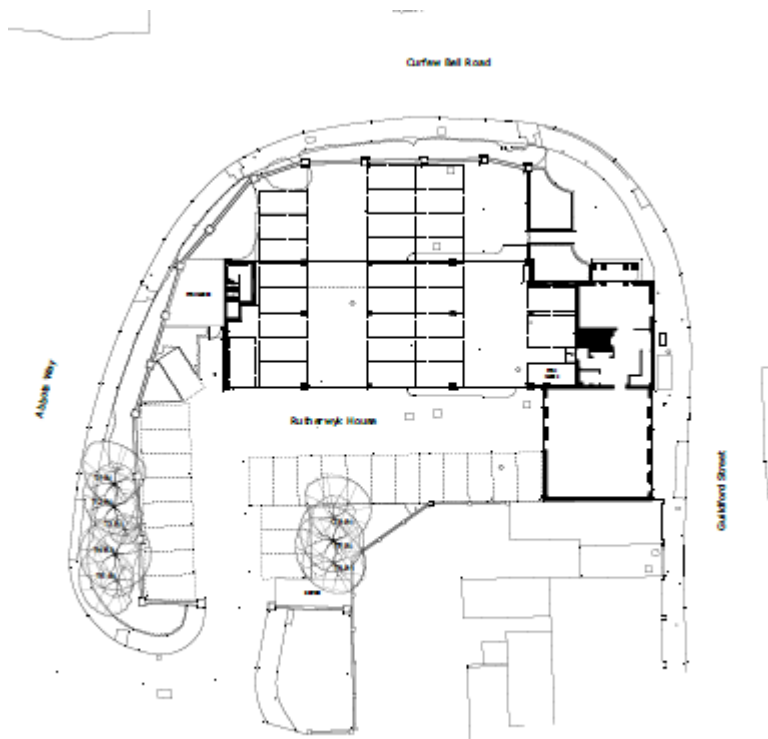
The purpose of the pre-commencement meeting is to agree working procedures including no-dig construction if any and, the precise position of the approved tree protection measures or/and that all tree protection measures have been installed in accordance with the approved tree protection plan(s). The tree protection measures shall be maintained for the course of the development works.

6 The applicant is advised of the comments received from Affinity Water in respect of the development dated 02.01.2020. The proposed development site is located within an Environment Agency defined groundwater Source Protection Zone (GPZ) corresponding to Abbey Mead Pumping Station. This is a public water supply, comprising a number of Chalk abstraction boreholes, operated by Affinity Water Ltd. The construction works and operation of the proposed development site should be done in accordance with the relevant British Standards and Best Management Practices, thereby significantly reducing the groundwater pollution risk. It should be noted that the construction works may exacerbate any existing pollution. If any pollution is found at the site then the appropriate monitoring and remediation methods will need to be undertaken. For further information please see CIRIA Publication C532 "Control of water pollution from construction - guidance for consultants and contractors".

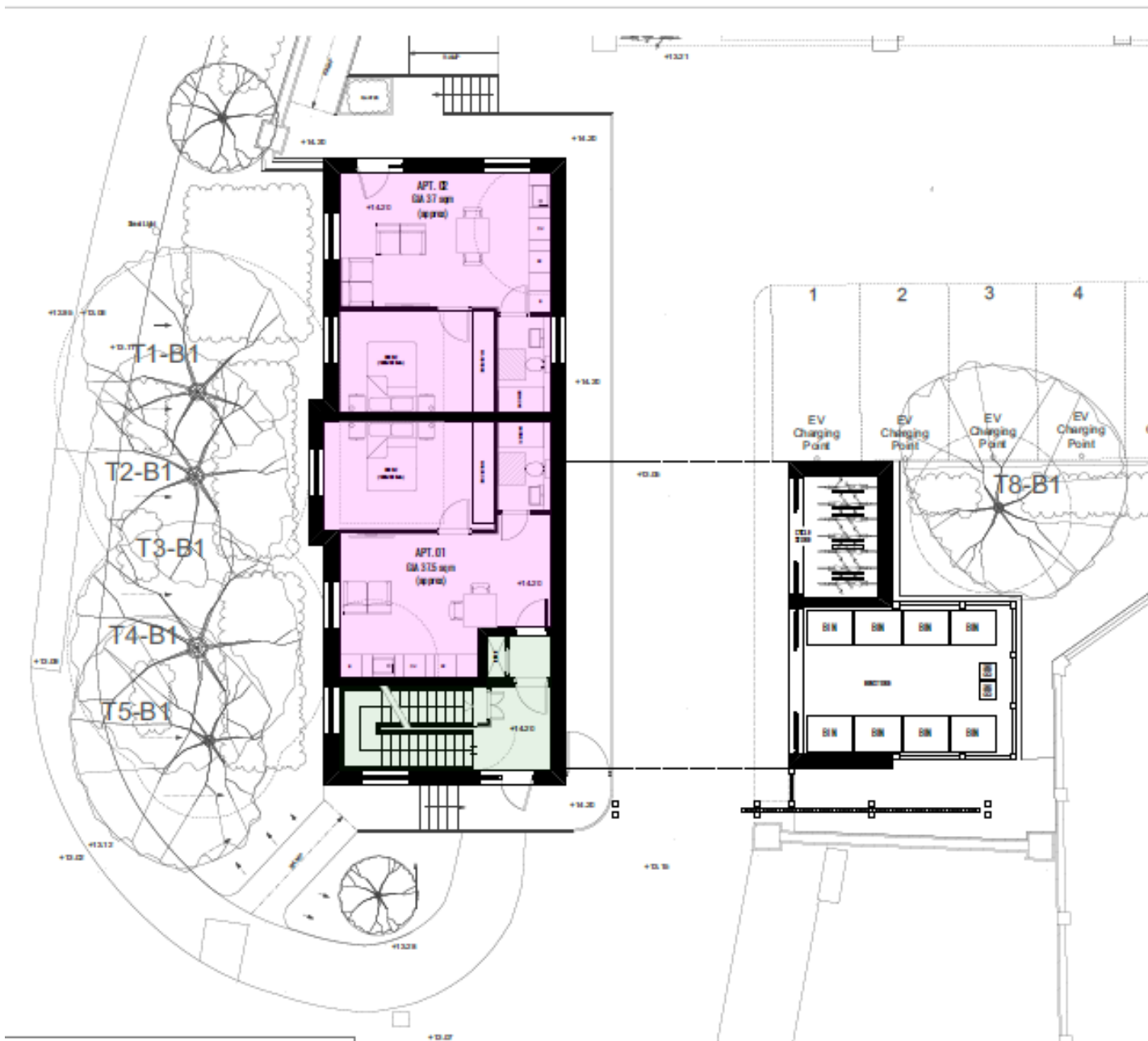
7 Part I of the Wildlife and Countryside Act 1981 makes it an offence to intentionally kill, injure or take any wild bird, or intentionally to damage, take or destroy its nest whilst it is being built or in use. Development activities such as vegetation or site clearance should be timed to avoid the bird nesting season of early March to August inclusive or alternatively the site should be inspected for active nests by an ecologist immediately prior to any clearance works. If any active nests are found they should be left undisturbed with a buffer zone around them, until it can be confirmed by an ecologist that the nest is no longer in use.



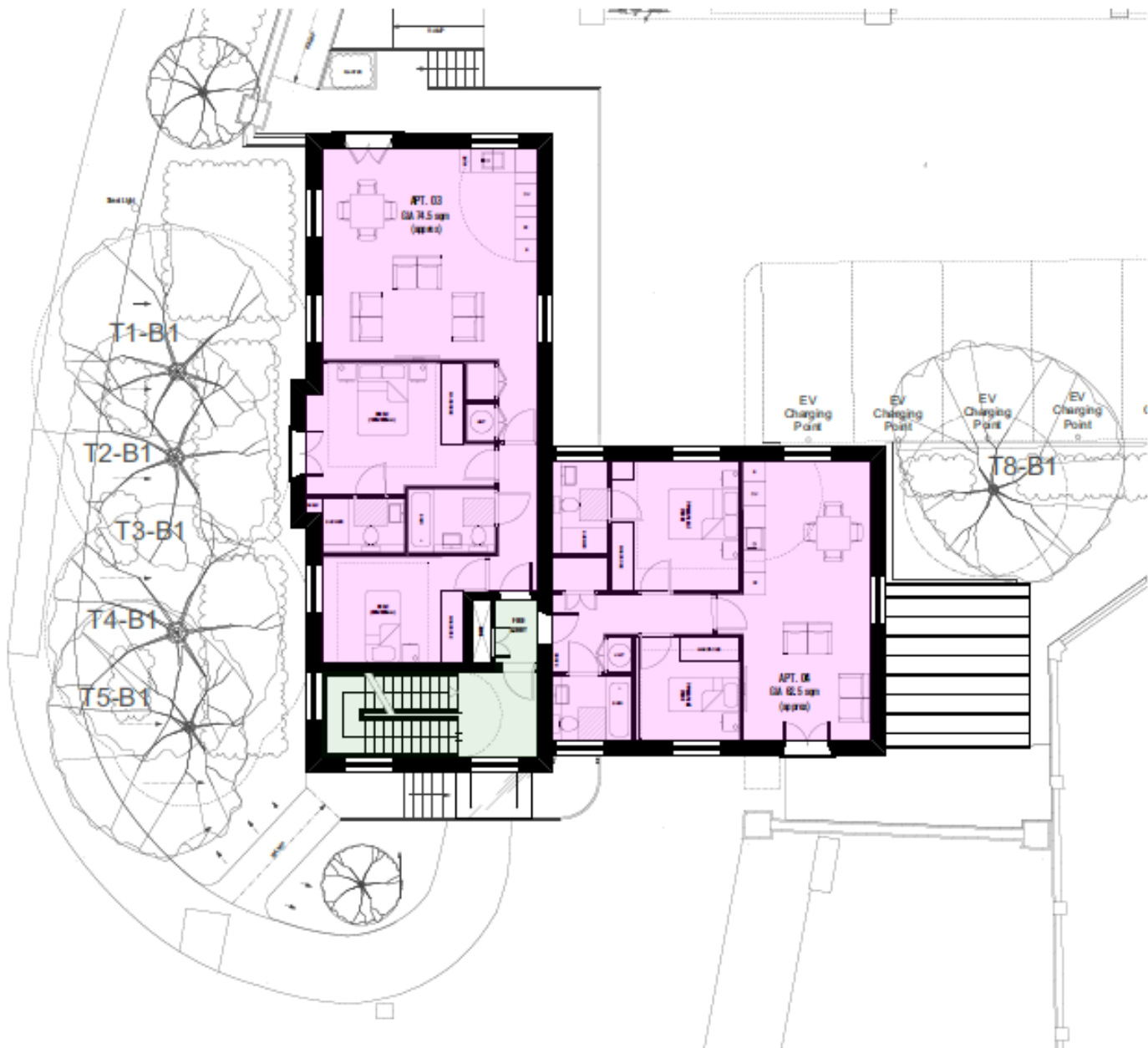
Site Location Plan



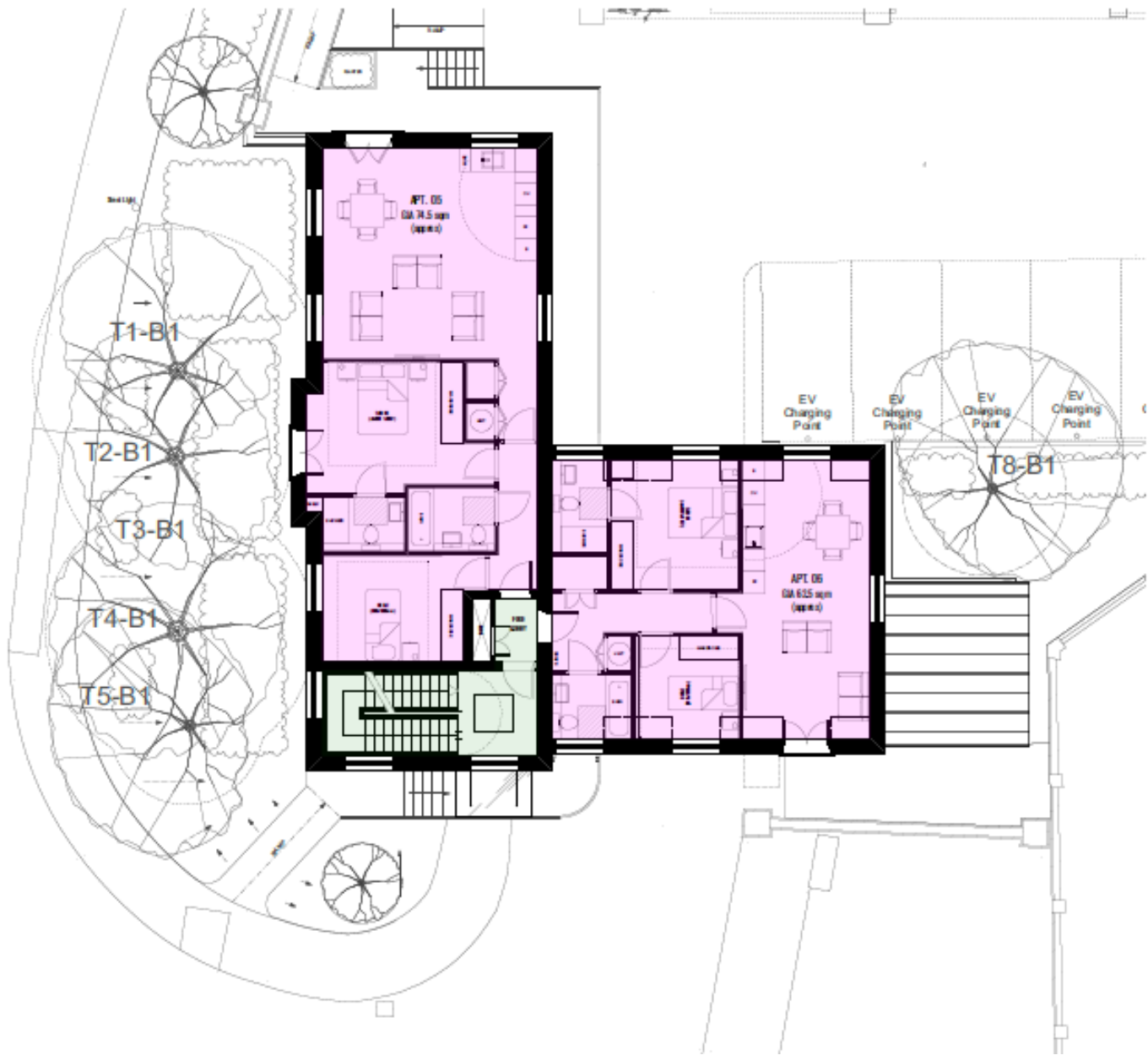
Existing site layout



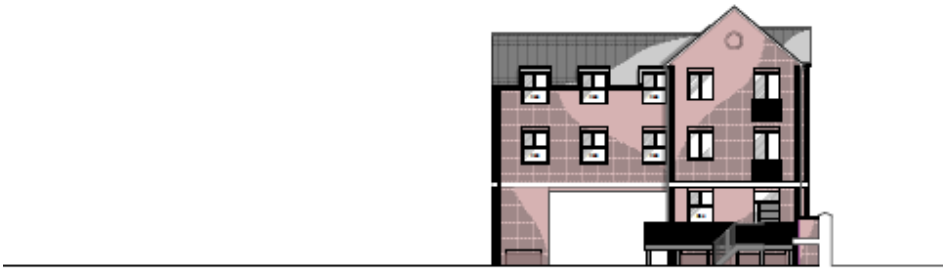
Proposed site layout/ground floor plan



Proposed first floor plan



Proposed second floor plan



Proposed Elevation A-A
(Garfey Bell Road Elevation)



Proposed Elevation B-B
(Guildford Street Elevation)



Proposed Elevation C-C
(Entrance Elevation)



Proposed Elevation D-D
(Abbots Way Elevation)



FOR LOCATION PURPOSES ONLY

Runnymede Borough Council
Runnymede Civic Centre
Station Road
Addlestone
Surrey KT15 2AH

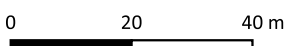
Date: 15/07/2020

Sequoia, Sheerwater Avenue, Addlestone, KT15 3DS



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Scale: 1:1250



RU.20/0492



RU.20/0492	Ward:
LOCATION:	Sequoia Sheerwater Avenue Woodham KT15 3DS
PROPOSAL	The construction of detached 5-bedroom dwelling with attached double garage
TYPE:	Full Planning Permission
EXP DATE	01 June 2020 (Extended to 26/06/20)

SUMMARY OF RECOMMENDATION: Grant with Conditions

1. Site
 - 1.1 The application site is located at the end of a cul-de-sac which forms part of Sheerwater Avenue. The site itself is generally square and surrounded by various styles of housing with mature trees, vegetation and cul-de-sacs giving an informal and semi-rural character and appearance and is fairly level.
 - 1.2 The existing dwelling is located almost centrally within the site and consists of a 1960's style predominantly brick property with a low cat slide roof element to the front and single storey flat roof garaging to the side. Close to the entrance of the site is an oak tree which is protected by Tree Preservation Order 360. The site lies within the urban area and within 5km travel distance of the Thames Basin Heaths Special Protection Area.
2. Planning History
 - 2.1 CHE.19633 –Erection of 3 detached houses and garages – refused 01/08/66
 - 2.2 CHE.19634 – Erection of bungalow and two garages – refused and appeal dismissed 13/04/67
 - 2.3 RU.13/1073 - Demolition of existing dwelling and erection of 2 no two storey detached dwellings with integral garages, parking and landscaping and detached single storey outbuilding (home office) for one plot - Refused 22/11/13.
 - 2.4 RU.14/0598 - Demolition of existing dwelling and erection of 2 no two storey detached dwellings with garages, parking and landscaping and detached single storey outbuilding (home office) for one plot – granted 21/07/14
 - 2.5 RU.15/0231 - Demolition of existing dwelling and erection of two, 2 and a half two storey high detached dwellings with garages, parking and landscaping and detached single storey outbuilding (home office) for one plot. -granted 25/06/2015
 - 2.6 RU.15/1769 - Details pursuant to Conditions 3 (materials), 4 (Surface water drainage), 5 (Method of construction), 6 (Tree report) and 10 (Sangs Consent) of planning permission RU.15/0231 (Demolition of existing dwelling and erection of two, 2 and a half two storey high detached dwellings with garages, parking and landscaping and detached single storey outbuilding (home office) for one plot.(revised plans received 06/05/15) –Granted 23/12/15
 - 2.7 RU.16/1083- Variation of condition 2 of RU.15/0231 (Demolition of existing dwelling and erection of two, 2 and a half two storey high detached dwellings with garages, parking and landscaping and detached single storey outbuilding (home office) for one plot.(revised plans received 06/05/15) to include changes to home office and internal alterations and removal of chimney to Plot 2-Withdrawn 17/05/17

2.8 RU.17/0823 - Demolition of existing dwelling and replacement with three dwellings plus associated garages and home office. Granted 03/08/17

2.9 RU.20/0446 - The construction of a single storey rear extension, a first-floor extension over the garage and a side window 'pull out' at first floor level – Granted 26/05/20

3. Application

3.1 This application seeks full planning permission for the construction of a detached 5-bedroom dwelling with attached double garage, within the garden of the existing house, to the west side. The dwelling would be accessed from the existing driveway which would also be extended further south westwards into the site. The scheme would have a similar siting and footprint to that approved under the previous schemes. The applicant has submitted a Design and Access Statement and Tree Report.

3.2 As in the approved schemes, the proposed dwelling would provide turning and parking space at the front and a garden at the rear with a depth of approximately 14 metres (previous scheme was approx.12.5m). The dwelling would be sited to the south west of the existing dwelling with a flank to flank separation gap of over 8m being retained and a gap of at least 4.5m to the south west boundary of the site which abuts the rear gardens of Holm Close. The dwelling would have quite a modern appearance with hipped roofs with a ridge height of approximately 8m (similar to previous) and materials to be used would include render and aluminium windows (which is similar to the materials recently granted for the works at the existing house under RU.20/0446). On the ground floor an open plan kitchen/dining area, cloakroom, study, living room and utility room would be provided, with three further bedrooms and bathrooms on the first floor, including a Juliette balcony to the rear and a further two bedrooms and a bathroom on the second floor, all with rooflights. A linked double garage is proposed to the front of the dwelling which would be constructed in the same position as the existing (constructed under RU.15/0231) which would be demolished.

3.3 Following discussions with Officers regarding the proposed scheme originally submitted, the scheme has been amended to include the following:

- The height of the proposed dwelling has been reduced to just over 8m which is slightly below the scheme approved under RU.15/0231
- Front and rear dormers are replaced with Velux windows with a cill at 1700mm so no loss of privacy.
- A revised Tree Report has been submitted which includes further details of how both Oak T1 and Oak T19 can and will be protected during works at the site

4. Consultations

4.1 30 Neighbouring properties were consulted in addition to being advertised on the Council's website and 13 letters of representation have been received in response to the plans which raise the following issues:

- Overdevelopment of the site
- Impact on large established oak trees especially the TPO Oak tree at the entrance to the site which would need extensive root protection
- Loss of privacy
- Out of keeping
- Impact of construction traffic and vehicle movements along a very narrow access which does not have any pavements and could lead to accidents and damage to the protected oak tree
- The proposed dwelling is much higher than neighbouring houses
- A construction management plan should be imposed and conditions to protect the oak tree at the entrance to the site
- Loss of wildlife

A letter has also been received from the Sheerwater Avenue Residents Association expressing the following concerns

- Overdevelopment of the plot
- Not in keeping with the surrounding houses
- Windows will overlook neighbouring properties
- No mention of the TPO on the oak tree TP1 at the front of the site and that the roots of TP19 have already been built over by the partially built garage

8 further letters have been received following the receipt of amended plans expressing the following concerns;

- Welcome the reduction to the height and removal of the roof dormers but still out of proportion with Sequoia and neighbouring properties
- The tree report needs to be updated and protect all the trees on the site
- There is a restrictive covenant on the site stating that each house shall be in keeping the neighbourhood
- Boundary screening should be retained

4.2 No comments have been received from the County Highways Authority, however during the consideration of the previous application for three dwellings no objections to the proposals were raised as it was satisfied that the scheme for three houses would not have a material impact on the safety and operation of the adjoining public highway.

4.3 RBC Arboricultural Officer considers that the tree constraints on site have been fully considered and with regards to T1, if tree protective measures are followed in strict accordance with the report and plan, then no harm should come to it and as a garage has already been constructed and the proposed replacement will be constructed on a reinforced slab, there will only be a minor incursion from the proposed join between the garage and the house.

4.4 No comments have been received from the Council's Drainage Officer, however during the consideration of the previous application for three dwellings no objection was raised subject to the imposition of the similar drainage condition to that previously imposed.

5. Relevant Local Planning Policies

5.1 Saved Policies in the Runnymede Borough Local Plan Second Alteration 2001.HO1, HO9, MV4, MV9, BE2, NE12, NE14

5.2 The Draft Runnymede 2030 Local Plan has completed its statutory Examination in Public stage and the Planning Inspector's report has been published which concludes that, subject to adoption by the Council of specified modifications therein, the Plan is regarded as sound. As such, it can now be given significant weight in planning decisions having regard to relative out-of-date status of the adopted Runnymede Local Plan Second Alteration 2001 and advice contained in the NPPF. The following draft policies are considered material to the determination of this application: EE1, EE13, SD2, SD5,SD9

5.3 Council's SPG – Householder Guide (July 2003)

5.4 Adopted Supplementary Planning Guidance Thames Basin Heaths Special Protection Area 2008

6. Planning Considerations

6.1 In the determination of this application regard must be had to the Development Plan and National policy within the NPPF. The application site is located within the urban area where the principle of such development is considered to be acceptable subject to detailed consideration. This must be considered in light of the presumption in favour of sustainable development advocated by the NPPF. The key planning matters are appearance of the development, the impact of the development upon the established street scene and character of the area, on the residential amenities of

the occupiers of the neighbouring properties, highway safety and trees. Approved schemes RU.14/0598, RU.15/0231 and RU.17/0823 are material considerations.

- 6.2 The NPPF requires high standards of design and amenity and expects proposals to enhance the quality of an area. Saved Policies BE2 and HO9 are consistent with the NPPF and also require high quality design and respect of neighbouring amenities. This is reiterated in new Policy EE1. The existing site has a semi-rural character and is fairly well treed and level with no significant views. The houses/plots within the vicinity of and including the site are quite informally positioned with no distinct pattern. The properties to the south and west of the site have a more linear pattern. However, the overall design character is of a traditional appearance generally with pitched roofs, both single and two storeys. The materials used in the area are predominantly brick, render, tile hanging, tile and some slate. As such, as the local character is informal with unmade roads and semi-rural in nature and appearance, with individually designed buildings.
- 6.3 The design of the proposed dwelling, although it would be quite traditional in appearance it would have a contemporary feel from the use of modern materials and would be similar to that proposed for the works recently granted for the existing dwelling on the site. It is considered that the scheme would harmonise and potentially enhance the site. The height of the existing dwelling of just under 7m is similar to the neighbouring properties Squirrel Chase and Acorns, The building would have a height of just over 8m, a slight decrease in overall height when compared to the previously approved schemes which were considered to have an acceptable relationship with the surrounding buildings. The proposed dwelling would have a footprint of approximately 173sqm which includes the link to the proposed garage and would be smaller than RU.14/0598 (175sqm), RU.15/0231 (210sqm) and RU.17/0823 (210sqm). It is considered that the overall scale of the development is in character with the area and consistent with that previously approved, with the layout and spacing around the buildings maintaining the spacious character and appearance of the area and would not be out of character with the street scene or the surrounding area. The proposal therefore complies with saved Policies BE2 and HO9 and new Policy EE1.
- 6.4 The proposed dwelling would face towards the side boundary of Squirrel Chase, the detached dwelling to the north of the site, as did the approved schemes, and would be 12-14m from the common boundary which is similar to the approved schemes. The applicant has deleted dormer windows from the front and rear elevations and replacement them with rooflights, and the closest first floor window would be over 25m away from the rear of this property and at an angle thereby limiting views from this window to the neighbour. The proposed detached double garage would be located in front of the proposed dwelling and sited in a similar position to the existing and a separation distance of at least 1.1m would still be maintained. As this is a single storey building with a pitched sloping roof which would be located adjacent to the end of the neighbour's rear garden, it is not considered that the garage would have a significant impact on the neighbouring property's amenities. In view of this and combined with the separation distance would ensure that there would be no harmful overlooking or loss of privacy to either the rear garden or the windows of Squirrel Chase..
- 6.5 As in the approved schemes, the proposed dwelling would have a rear garden of at least 14m in depth which exceeds the minimum depth as required by saved Policy HO9 and it is considered that there would be a generous garden area for both the proposed dwelling and the existing dwelling. Neighbouring dwellings to the south east are Nos. 11-13 Silver Birch Close. Although the proposed dwelling would have a Juliette balcony, the previous approval showed rear dormers which are no longer proposed and the overall width and mass of the building is reduced compared to the approved schemes. Properties to the south east of the site behind the site have rear gardens in excess of 40m. Therefore, it is considered that there would be no impact on the amenities of these neighbouring dwellings to the south east. The changes

combined with the substantial separation distance to these neighbours would ensure that there would be no harmful overlooking or loss of privacy. There are neighbouring dwellings to the south west in Holm close and a separation distance of over 5m to the boundary would still be maintained. Properties along this boundary have rear gardens of at least 20m deep. It is therefore considered there would be no impact on the amenities of these dwellings. There will be rooflights in the south elevation that would serve a bathroom and stairs and it is considered necessary to require these windows to be obscurely glazed to maintain privacy. No other residential dwellings would be impacted by the changes proposed in this current scheme. In view of all the above, it is considered that the scheme would maintain existing amenities of neighbouring residential dwellings and complies with saved Policy HO9 and new policy EE1.

- 6.6 A Tree Report has been submitted which has considered the impact of the proposal on existing trees including the oak subject to TPO No. 360 and TP19 close to the existing garage. It is considered that subject to a suitable condition requiring protective fencing to be maintained during construction, that there will be no harm to existing trees that are to be retained. Subject to the conditions, the proposal complies with saved Policy NE14. There is scope for enhancing the hard and soft landscaping and biodiversity of the site. No landscaping or biodiversity details have been submitted but this can be secured by conditions in order to comply with saved Policy NE15 and new policies EE1 and EE9.
- 6.7 The access to the dwellings retains the existing access which was previously considered acceptable under the approved schemes, and car parking would be provided for both the existing and proposed dwelling. There are no material changes to this compared with the approved scheme and the County Highway Authority has previously raised no objection. It is therefore considered that there would be no impact on highway safety arising from this proposal. However, although there would be no impact on highway safety from the eventual development once completed, it is considered necessary to require a Construction Method Statement to be submitted prior to commencement of development, as the site is at the end of a cul de sac with a very narrow frontage with existing dwellings Squirrel Close and Acorns in close proximity as well as the provision of an electric vehicle charging point in line with new policy requirements. Subject to this, it is considered that the proposal satisfies saved Policies MV4 and MV9 and new Policy SD5.
- 6.8 The application site is within 5km of the Thames Basin Heaths SPA. In accordance with guidance from Natural England, the Habitats Regulations Assessment requirements are that plans or projects which may have a likely significant effect on a European designated site (such as the TBHSPA) can only proceed if the competent authority is convinced they will not have an adverse effect on the integrity of the European site. Recent case law has suggested that likely significant effects cannot be ruled out at this screening stage, and in accordance with the Natural England guidance and national legislation, the application proposal must be made subject to an appropriate assessment. In accordance with the Council's SPG, and without consideration of potential mitigation regarding the TBHSPA this application is 'screened in' to the need for appropriate assessment as it lies within a zone of influence where recreational disturbance arising from new occupation in proximity to the TBHSPA is likely to have an adverse effect.
- 6.9 The guidance is that Natural England are required to be consulted and the LPA must have regard to its advice. Natural England agreed the framework for relevant development proposals affected by the TBHSPA in 2008 and the Council has been following this framework since then utilising it as standing advice removing the need for individual consultation to Natural England for schemes of this scale. It therefore falls to the Council to undertake the Appropriate Assessment of the application, which includes the consideration of any proposed mitigation, to reach a conclusion as to whether the proposal has residual adverse effects that lead to a likely significant effect on habitats at the THBSPA. In undertaking this Appropriate Assessment, it is considered that there will be permanent effects arising from increasing the number of residential units within 5km of the TBHSPA. Under RU.15/0231 the applicant agreed

to provide mitigation measures to comply with the Council's adopted guidance and submitted a completed unilateral undertaking in respect of SAMM payment and confirmed that they would contribute towards SANGS to be secured by condition. The SAMM payment has been received (for 1 additional residential unit) and the SANGS consent was completed on 23/12/15 under RU.15/1769. As such no further contribution is required and the development has avoided impact on the integrity of the TBHSPA. This is in accordance with Saved Policy NRM6 of the South East Plan 2009, Saved policy NE16, new Policy EE10, and guidance in the NPPF.

610 As with the previous permission, it is considered necessary to require details of surface water drainage measures, and this can be secured again by condition prior to commencement of development in order to comply with saved Policy SV2, new policy SD8, and the NPPF. The agent has been advised of possible pre-commencement conditions and has agreed to these in writing. A condition is also required to secure renewable energy in line with new policy SD8 and SD9. In regard to other concerns raised by neighbours, covenants on the land are civil matters and are not material planning considerations.

7. Conclusion

7.1 Consideration has been given to Articles 1 and 8 of the First Protocol of the European Convention on Human Rights. It is not considered that the decision would result in a violation of any person's rights under the Convention.

Consideration has been given to s149 of the Equality Act 2010 (as amended), which has imposes a public sector equality duty that requires a public authority in the exercise of its functions to have due regard to the need to:

(a) Eliminate discrimination, harassment, victimisation and any other conduct prohibited by the Act

(b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it

(c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

It is considered that the decision would have regard to this duty.

7.2 The development is considered to have a high quality design and appearance, with no harm to the TBHSPA, trees or highway safety. The dwelling will face neighbouring properties, but it is considered that with the sensitive positioning of windows and retention of boundary screening, and the separation distances achieved, that there will be acceptable relationships with existing dwellings surrounding the site to maintain their amenities. The development has been assessed against the following Development Plan policies – saved Policies HO1, BE2, HO9, MV4, MV9, NE12 and NE14 of the Runnymede Borough Local Plan Second Alteration April 2001, policies SD2, EE1,EE9, EE10, SD5,SD9 of the Runnymede 2030 Local Plan, the policies of the NPPF, guidance in the PPG, and other material considerations including third party representations. It has been concluded that the development would not result in harm that would justify refusal in the public interest. The decision has been taken in compliance with the requirement of the NPPF to foster the delivery of sustainable development in a positive and proactive manner.

Officer's Recommendation: **GRANT** subject to the following conditions:

1 The development for which permission is hereby granted must be commenced not later than the expiration of three years beginning with the date of this permission.

Reason: To comply with Section 51 of Part 4 of the Planning and Compulsory Purchase Act 2004.

2 The development hereby permitted shall not be carried out except in complete accordance with the following approved plans – 002 Rev A, 003 Rev C, received 21/05/20, Tree Report received 09/06/20, 001 Rev C received 10/06/20

Reason: To ensure an acceptable scheme and to comply with saved Policy BE2 of the Runnymede Borough Local Plan Second Alteration 2001.

3 External materials

Before the above ground construction of the development hereby permitted is commenced, samples of the materials to be used in the external elevations shall be submitted to and approved by the Local Planning Authority and no variations in such materials when approved shall be made without the prior approval, in writing, of the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: In order that the development harmonises with the surroundings in the interests of visual amenity and to comply with saved Policy BE2 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance within the NPPF

4 Renewable Energy

Renewable energy (approval of scheme)

Prior to the first occupation of the development hereby approved, details of the chosen renewable energy/low carbon technology to be used, along with calculations demonstrating that 10% of the predicted energy consumption would be met through renewable energy/low carbon technologies shall be submitted to and approved in writing by the Local Planning Authority (LPA).

Development shall be carried out in accordance with the approved details and thereafter retained, maintained and operational unless otherwise agreed in writing by the LPA.

In the event of air or ground source heat pumps being the chosen renewable energy measure, details shall be submitted to and approved in writing by the LPA prior to installation. Details shall include acoustic data to demonstrate that there will be no increase in the background noise level and that there will be no tonal noise emitted from the unit, as well as details of the location of the unit (s) and its/their] distance to the closest dwelling.

5 Prior to the commencement of development details of surface water drainage works shall be submitted to and approved in writing by the Local Planning Authority. Before these details are submitted an assessment shall be carried out of the potential for disposing of surface water by means of a sustainable drainage system and the results of the assessment provided to the local planning authority. Where a sustainable drainage scheme is to be provided the submitted details shall:

- i) provide information about the design storm period and intensity, the method employed to delay and control the surface water discharged from the site and the measures taken to prevent pollution of the receiving groundwater and/or surface waters;
- ii) include a timetable for its implementation; and
- iii) provide a management and maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public authority or statutory undertaker and any other arrangements to secure the operation of the scheme throughout its lifetime.

Prior to the occupation of the buildings hereby approved the surface water drainage works shall be carried out and the sustainable urban drainage system shall thereafter be managed and maintained in accordance with the agreed management and maintenance plan.

Reason: To ensure that surface water does not discharge into the surface water sewer and to provide a sustainable development.

6 No development shall take place, including any works of demolition, until a Method of Construction Statement, to include details of:

- a) parking for vehicles of site personnel, operatives and visitors
- b) loading and unloading of plant and materials
- c) storage of plant and materials
- d) wheel washing facilities

has been submitted to and approved in writing by the Local Planning Authority. Only the approved details shall be implemented and retained during the demolition and construction period.

Reason: The above condition is required in order that the development should not prejudice highway safety, nor cause inconvenience to other highway users and to comply with saved Policy MV4 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance in the NPPF.

7 Electric vehicle charging

The development hereby approved shall not be occupied unless and until the proposed dwelling is provided with a fast charge socket (current minimum requirements - 7 kw Mode 3 with Type 2 connector - 230v AC 32 Amp single phase dedicated supply) and thereafter retained and maintained.

Reason: To sustain compliance with and contribute towards EU limit values or national objectives for pollutants in accordance with guidance in the NPPF.

8 Prior to the commencement of any works hereby approved, including demolition, and before any equipment, machinery or materials are brought on to the site, tree protective measures shall be installed in accordance with the approved Tree Protection Plan DPA-9024-02 Revision B and all works carried out in accordance with the Arboricultural report DPA/AIS/REV2.

The works shall be carried out in accordance with the approved protection plan and Arboricultural statement. The protective measures shall remain in place until all works are complete and all machinery and materials have finally left site. Nothing shall be stored or placed in any area fenced in accordance with this condition, nor shall any fires be started, no tipping, refuelling, disposal of solvents or cement mixing carried out and ground levels within those areas shall not be altered, nor shall any excavation or vehicular access, other than that detailed within the approved plans, be made without the written consent of the LPA.

There shall be no burning within six metres of the canopy of any retained tree(s). Where the approved protective measures and methods are not employed or are inadequately employed or any other requirements of this condition are not adhered to, remediation measures, to a specification agreed in writing by the LPA, shall take place prior to first occupation of the development, unless the LPA gives written consent to any variation.

Reason: To protect the trees to be retained, enhance the appearance of the surrounding area and to comply with saved policies NE14 and NE15 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

9 Notwithstanding any indication otherwise given on the plans hereby approved, the rooflight windows in the south eastern elevation of the dwelling shall be obscurely glazed to a level equivalent to Pilkington Level 4 and shall be permanently retained in that condition thereafter.

Reason: In the interests of amenity of neighbouring properties and to comply with saved Policy HO9 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance in the NPPF.

10 Landscaping

a. No above ground development shall take place until full details of both hard and soft landscaping works have been submitted to and approved in writing by the Local Planning Authority (LPA) and these works shall be carried out as approved prior to the first occupation of the development. This scheme shall include indications of all changes to levels, hard surfaces, walls, fences, access features, minor structures, the existing

trees and hedges to be retained, together with the new planting to be carried out and details of the measures to be taken to protect existing features during the construction of the development.

b. All hard and soft landscaping works shall be carried out in accordance with the approved details. Arboricultural work to existing trees shall be carried out prior to the commencement of any other development; otherwise all remaining landscaping work and new planting shall be carried out prior to the occupation of any part of the development or in accordance to the timetable agreed with the LPA. Any trees or plants, which within a period of five years of the commencement of any works in pursuance of the development die, are removed, or become seriously damaged or defective, shall be replaced as soon as practicable with others of similar size and species, following consultation with the LPA, unless the LPA gives written consent to any variation.

Reason: To preserve and enhance the character and appearance of the surrounding area and to comply with saved Policies NE14, NE15 and BE2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

- 11 Details of all screen and boundary walls, fences, hedges and any other means of enclosure shall be submitted to and approved in writing by the Local Planning Authority prior to the construction of the dwellings hereby approved; such approved means of enclosure to be erected and hedges etc, planted in accordance with the approved details before the buildings hereby approved are occupied, unless the Local Planning Authority otherwise first agrees in writing. Any hedges and/or enclosure and boundary planting included in the scheme shall be maintained for a period of 5 years, from the time of planting, including the replacement of any plant which may die.

Reason: To protect the trees to be retained and enhance the appearance of the surrounding area, to ensure that replacement trees, shrubs and plants are provided and to protect the appearance of the surrounding area and to comply with and saved Policies BE2, and NE14 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance in the NPPF.

- 12 Biodiversity

The above ground construction of the development hereby approved shall not commence until details of the measures to improve and enhance biodiversity at the site have been submitted to and approved in writing by the Local Planning Authority. Such details as shall be approved shall be fully implemented prior to the first use or occupation of the development.

Reason: To enhance biodiversity and to comply with guidance within the NPPF.

Informatives

- 1 The decision has been taken in compliance with the requirement in the NPPF to foster the delivery of sustainable development in a positive and proactive manner.
- 2 It is advised that prior to development, including groundworks, demolition, storage of equipment, machinery or materials brought on site for the purposes of the development, that a pre-commencement meeting is held on site and attended by a suitably qualified arboriculturalist and the site manager/foreman. The LPA tree officer may also attend the meeting if necessary and can be arranged by emailing planning@runnymede.gov.uk
- The purpose of the pre-commencement meeting is to agree working procedures including no-dig construction if any and, the precise position of the approved tree protection measures or/and that all tree protection measures have been installed in accordance with the approved tree protection plan(s). The tree protection measures shall be maintained for the course of the development works.
- 3 The applicant can find further advice on what information is required to enable the approval of conditions in relation to surface water drainage on the Runnymede Borough Council's website www.runnymede.gov.uk Search for "surface water drainage" in the search function.

4 The applicant is advised that the council has established the following guideline hours for noisy works:

8am to 6pm Monday to Friday; and
8am to 1pm on Saturday.

There should be no noisy work on Sundays or Public Holidays.

Further information is available from the Council's Environmental Health Department.

5 Electric vehicle charging

It is the responsibility of the developer to ensure that the electricity supply is sufficient to meet future demands and that any power balancing technology is in place if required. Please refer to: <http://www.beama.org.uk/resourceLibrary/beama-guide-to-electric-vehicle-infrastructure.html> for guidance and further information on charging modes and connector types.

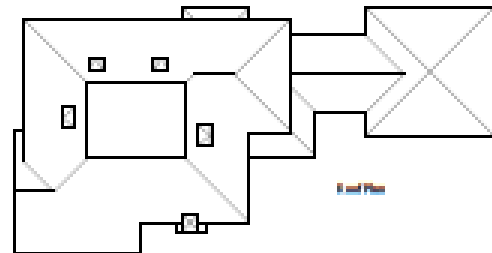
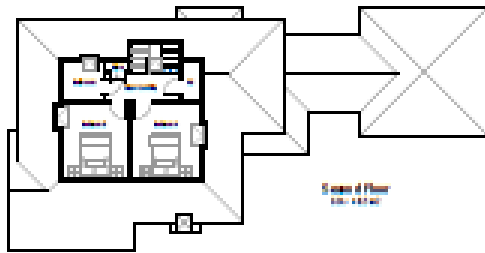
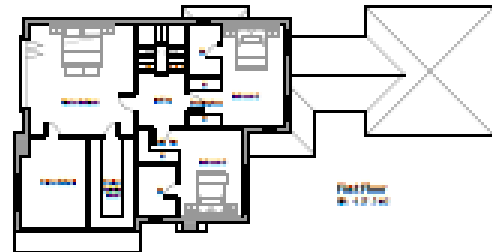
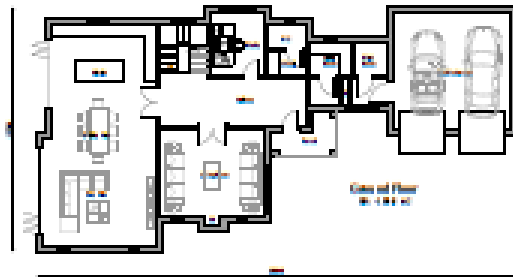
RU.20/0492 Sequoia

Proposed site plan

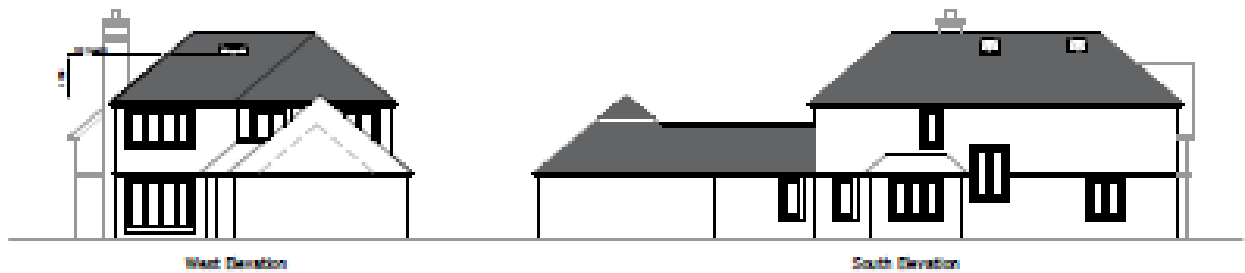


Proposed floor plans

Room	Area



Proposed elevations



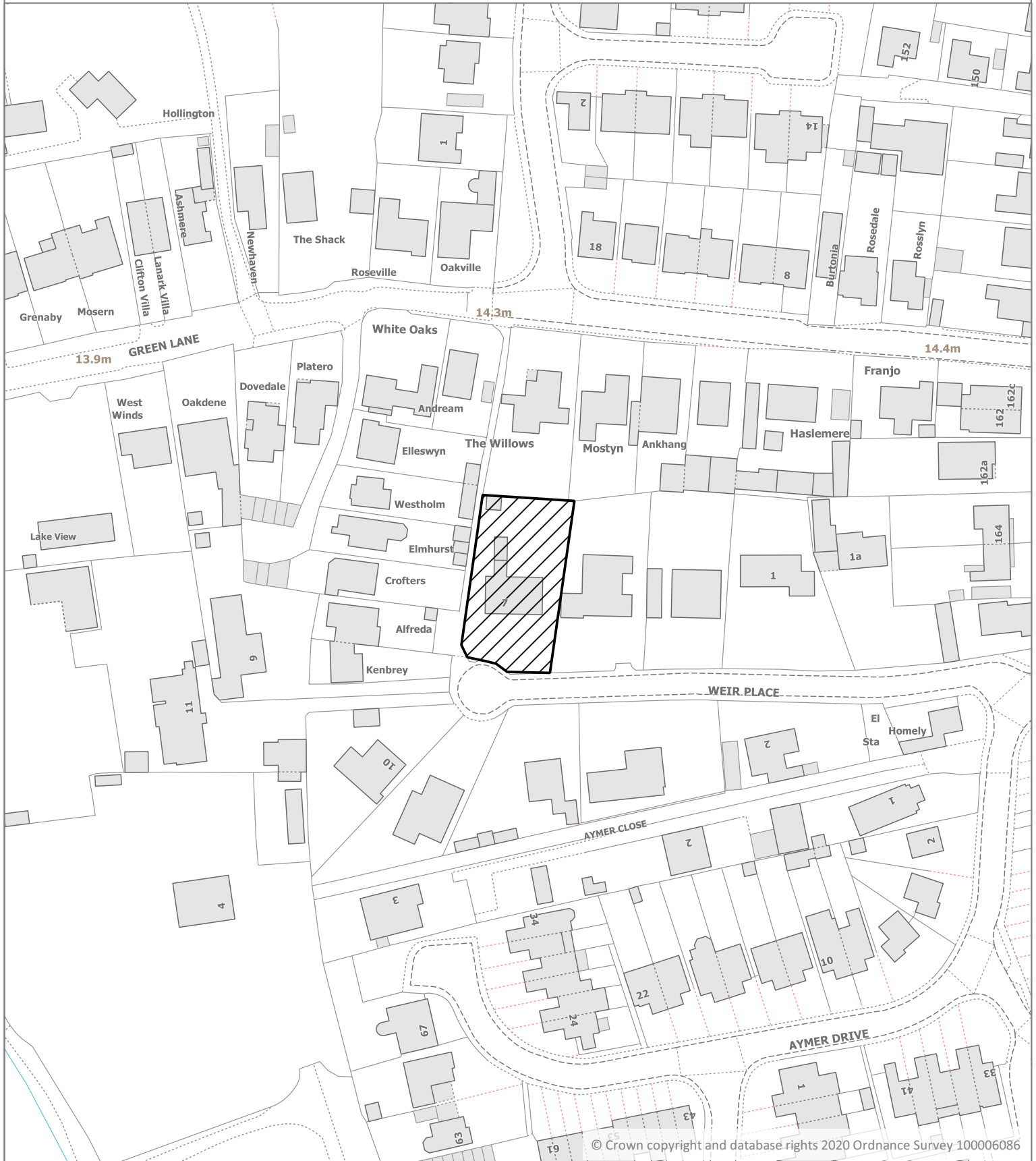


FOR LOCATION PURPOSES ONLY

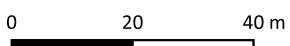
Runnymede Borough Council
Runnymede Civic Centre
Station Road
Addlestone
Surrey KT15 2AH

Date: 15/07/2020

7 Weir Place, Staines-Upon-Thames, TW18 3NB



Scale: 1:1250



RU.20/0668



RU.20/0668	Ward:
LOCATION:	7 Weir Place Staines-Upon-Thames TW18 3NB
PROPOSAL	Double Storey rear extension
TYPE:	Full Planning Permission
EXP DATE	16 July 2020

SUMMARY OF RECOMMENDATION: Grant with conditions

1. Site
 - 1.1 7 Weir Place Staines-Upon-Thames is a single storey dwelling with dormer windows in the roof space. It is a detached property on the northern side of Weir Place and it is surrounded by properties of varying ages, styles and character. The west side of the site abuts a narrow alley which joins Weir Place to Green Lane. The closest property to the east (No. 5 Weir Place) is also a detached bungalow which is built up to the common boundary between the two properties. The properties to the west in Green Lane are a mix of two storey and chalet/bungalows including Alfreda, Crofter, Elmhurst, and Westholm with their rear gardens abutting an access alleyway and the alleyway running parallel to the application garden. The site lies within the Urban Area and Flood Zone 3b (functional floodplain).
2. Planning history
 - 2.1 EGH.72/15572 Internal alterations and extensions to form lounge and enlarge garage - Granted
 - 2.2 RU.79/0513 Single storey rear extension – Granted
 - 2.3 RU.95/0747 Erection of single storey side conservatory extension – Granted
 - 2.4 RU.04/0241 Erection of single storey side extension following demolition of existing sun lounge, alterations to roof to provide habitable accommodation with pitched roof over and insertion of dormer windows – Granted
3. Application
 - 3.1 The application proposes to demolish the existing single storey rear extension and the construction of a two storey rear extension in approximately the same position. The proposed extension would be a maximum of 3.8 metres in depth and 7.2 metres in width and would be constructed from materials to match existing dwelling. The proposal would not extend beyond the existing side elevation of the property and would have an eaves height which matches that of the existing dwellinghouse with the pitched roof of the two storey element being a maximum of 5.8 metres in height, below the existing ridge. The extension would have a gable roof and would require the removal of one of the existing dormer windows in the rear roof. Plans indicate that the first floor of the extension would serve a study with a large picture window at first floor level facing the garden and two rooflights, and windows on the side and rear ground floor. The current open structure (arbour) at the rear will be retained.
4. Consultations
 - 4.1 11 Neighbouring properties were consulted in addition to being advertised on the Council's website and three letters of representation has been received including one from the local residents association and are summarised below:
 - Visual impact will be dramatically altered/privacy
 - View of trees would be lost
 - The property is meant to be a bungalow
 - Light will be lost into bungalow which is dark already
 - Concerns re loss of natural light from garden and bungalow
 - Flooding and impact on flow of flood water/capacity of the flood plain to store floodwater (Officers note: the applicant has submitted a Flood Risk Assessment which is in accordance with the Environment Agency's standing advice and if granted then any necessary conditions and informatives can be imposed.

Affinity Water Ltd – no response received
Environment Agency – refers to standing advice

Thorpe Neighbourhood Forum - – no response received

- 4.2 The Council's Contaminated Land Officer has advised that the application site is within a potential contaminative area and recommends precautionary measures in the form of pre commencement conditions, which have been agreed with the applicant.
5. Relevant Local Planning Policies
- 5.1 Saved Policies in the Runnymede Borough Local Plan Second Alteration 2001:BE2, H09 and SV2
- 5.2 The Draft Runnymede 2030 Local Plan has completed its statutory Examination in Public stage and the Planning Inspector's report has been published which concludes that, subject to adoption by the Council of specified modifications therein, the Plan is regarded as sound. As such, it can now be given significant weight in planning decisions having regard to relative out-of-date status of the adopted Runnymede Local Plan Second Alteration 2001 and advice contained in the NPPF. The following draft policies are considered material to the determination of this application: EE1 and EE13
- 5.3 Council's SPG – Householder Guide (July 2003)
6. Planning Considerations
- 6.1 In the determination of this application regard must be had to the Development Plan and National policy within the NPPF. The application site is located within the urban area where the principle of such development is considered to be acceptable subject to detailed consideration. This must be considered in light of the presumption in favour of sustainable development advocated by the NPPF. The key planning matters are the impact the extension would have on the visual amenities of the street scene and the residential amenities of the occupiers of the adjacent neighbouring properties and flood risk.
- 6.2 The Council's SPG states that enlargements should not dominate the original building, and that roof enlargements must be carefully designed to avoid them being dominant features and harming the street scene. The proposed two storey extension would have a scale which is subservient to the existing dwelling and with a design and appearance which would complement the existing, with the roof matching the existing eaves. The extension would not be visible from Weir Place and views of it would be limited to the alley way to the west which is not a public footpath. The extension does not project beyond the existing western side elevation of the dwellinghouse. It is therefore considered that the extension would not be unduly prominent and would maintain the character and appearance of the area in compliance with saved Policy BE2 and new policy EE1.
- 6.3 Properties on the western side of the site are approximately 20 metres from the proposal and they have gardens of a considerable depth. The closest property to the rear (The Willows Green Lane) being at least 25 metres from the proposed. There have been concerns raised by neighbours that the extension would be overbearing and would result in loss of light to dwellings to the west. Whilst it is acknowledged that the extension would be visible from several neighbouring dwellings, it is considered that the modest scale of the extension combined with the separation distances, would avoid an overbearing impact and would not have a material impact on light within the dwellings or the gardens. There would be views from the proposed first floor study window towards the rear gardens of neighbours but it is considered that this would afford views similar to those from the existing bedroom 1. regard to the closest property to the east (No. 5 Weir Place) the proposal is considered not to break the 45 degree line from the middle of the closest window in the rear of this neighbour due to the distance between these properties and the location of the proposed. There would be side rooflights and these could be conditioned to be obscurely glazed to maintain privacy. It is therefore considered that the proposed extension would not be harmful to the residential amenities of existing neighbours, and complies with saved Policy HO9 and new Policy EE1, and the Householder Guide.
- 6.4 The applicant has submitted a short Flood Risk Assessment and the floor levels will match the existing dwelling. Therefore it is considered that the extension would be safe from flooding, and would comply with saved Policy SV2 and new Policy EE13. The Thorpe Ward Residents Association have raised objection to the application as they believe the extension will add to the cumulative effect of the many minor developments within the area and add to the flood risk of neighbouring properties. However, although this is an opinion that is understood, there is no evidence available to the Council in this respect.

7. Conclusion

7.1 Consideration has been given to Articles 1 and 8 of the First Protocol of the European Convention on Human Rights. It is not considered that the decision would result in a violation of any person's rights under the Convention.

Consideration has been given to s149 of the Equality Act 2010 (as amended), which imposes a public sector equality duty that requires a public authority in the exercise of its functions to have due regard to the need to:

- (a) Eliminate discrimination, harassment, victimisation and any other conduct prohibited by the Act
- (b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- (c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

It is considered that the decision would have regard to this duty.

7.2 The development is considered acceptable in terms of appearance and with no harmful impacts on residential amenities or flood risk. The development has been assessed against the following Development Plan policies – saved Policies BE2, H09 and SV2 of the Runnymede Borough Local Plan Second Alteration April 2001, policies EE1 and EE13 of the Runnymede 2030 Local Plan, the policies of the NPPF, guidance in the PPG, and other material considerations including third party representations. It has been concluded that the development would not result in any harm that would justify refusal in the public interest. The decision has been taken in compliance with the requirement of the NPPF to foster the delivery of sustainable development in a positive and proactive manner.

Officer's Recommendation: Grant subject to the following conditions

1 Full application (standard time limit)

The development for which permission is hereby granted must be commenced not later than the expiration of three years beginning with the date of this permission.

Reason: To comply with Section 51 of Part 4 of the Planning and Compulsory Purchase Act 2004.

2 List of approved plans

The development hereby permitted shall not be carried out except in complete accordance with the following approved plans

FLU.1174.01, FLU.1174.02 Rev A, FLU.1174.04, FLU.1174.05, FLU.1174.06 Rev C, FLU.1174.07 Rev B, FLU.1174.08 Rev B, FLU.1174.09 Rev C, Flood Risk Assessment and photographs received on 19/20/21 May 2020

Reason: To ensure an acceptable scheme and to comply with saved Policy BE2 of the Runnymede Borough Local Plan Second Alteration 2001.

3 External material (materials to match)

The development hereby permitted shall be completed with external materials of a similar appearance to those used in the construction of the exterior of the existing building to which it is attached.

Reason: To ensure that the proposed works harmonise with that existing in the interests of visual amenity and to comply with saved Policy BE2 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance within the NPPF.

4 No development shall take place until details have been submitted to and approved in writing by the Local Planning Authority of the ground gas protective membrane (regarding ground gas migration pathways) which shall be laid under the floor of the extension hereby approved. The approved details shall be fully implemented and retained for the life of the development.

Reason: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological

systems and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other off-site receptors in accordance with guidance in the NPPF.

- 5 In the event that contamination is found at the site during the construction of the extension hereby approved, work shall stop immediately, a site investigation carried out by a competent person and a report shall be submitted in writing to the Local Planning Authority for Approval. No further works shall be undertaken unless otherwise approved in writing by the Local Planning Authority.

Reason: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other off-site receptors in accordance with guidance in the NPPF.

- 6 Obscure glazing

Before the first occupation of the extension hereby permitted, the rooflight window(s) in the side elevation(s) shall be fitted with obscured glazing (at Pilkington Glass Level 4 or equivalent) and any part of the window(s) that are less than 1.7 metres above the floor of the room in which they are installed shall be non-opening and fixed shut. The window(s) shall be permanently retained in that condition thereafter.

Reason: To avoid overlooking into the adjoining properties and to comply with saved Policy HO9 of the Runnymede Borough Local Plan Second Alteration April 2001 and guidance within the NPPF.

- 7 Storage of spoil post completion (sites wholly within floodplain)

Upon completion all spoil and building materials stored on site before and during construction shall be removed from the area of land liable to flood.

Reason: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood storage capacity and to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

- 8 Steps and ramps

Any steps or ramps must have an open construction.

Reason: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood water storage capacity and to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001 and guidance within the NPPF.

- 9 Floor levels and flood proofing

The floor level within the proposed development shall be set no lower than existing levels and flood proofing of the proposed development shall be incorporated where appropriate.

Reason: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood storage capacity and to comply with saved Policy SV2 of the Runnymede Borough Local Plan Second Alteration 2001, guidance within the NPPF and the Environment Agency's Standing Advice on Development and Flood Risk March 2007.

Informatives:

- 1 The decision has been taken in compliance with the requirement in the NPPF to foster the delivery of sustainable development in a positive and proactive manner.
- 2 Environment Agency Informative - "Preparing for a Flood"
The applicant is advised that this property lies within a floodplain. Practical advice on how to reduce flood damage to your property is available in a free document entitled "Preparing for a Flood" November 2007. Copies of "Preparing for a Flood" are available free of charge from the Environment Agency 24 hour "floodline" on 0845 988 1188 or on the Environment Agency website www.environment-agency.gov.uk/flood.
- 3 Environment Agency Informative (EA Floodplain Maps)

The Environment Agency's Indicative Floodplain Maps provide a general overview of areas of land in natural floodplains and therefore potentially at risk of flooding from rivers. To find out more information about where your property lies within the floodplain, investigate the Agency's website www.environment-agency.gov.uk under the "What's in your backyard?" pages. Additional information on the IFM can also be found on the website. Alternatively, contact the Environment Agency's Floodline on 0845 988 1188.

RU.20/0668

7 Weir Place

Location Plan, existing site layout and proposed site layout plans



Existing elevations



Existing Rear Elevation

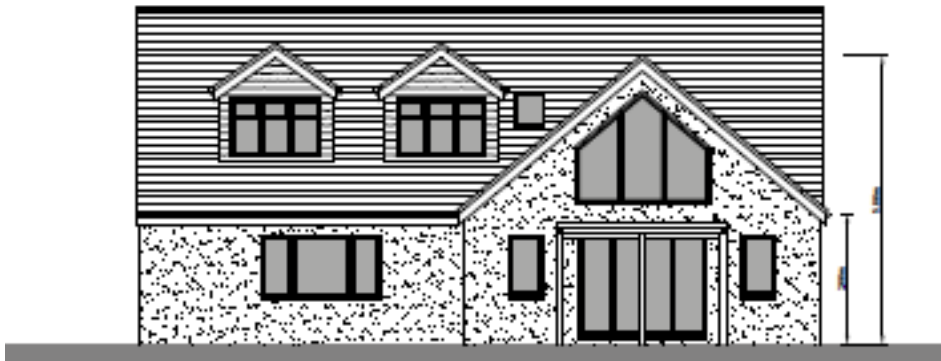


Existing Side Elevation



Existing Side Elevation

Proposed elevations



Proposed Rear Elevation



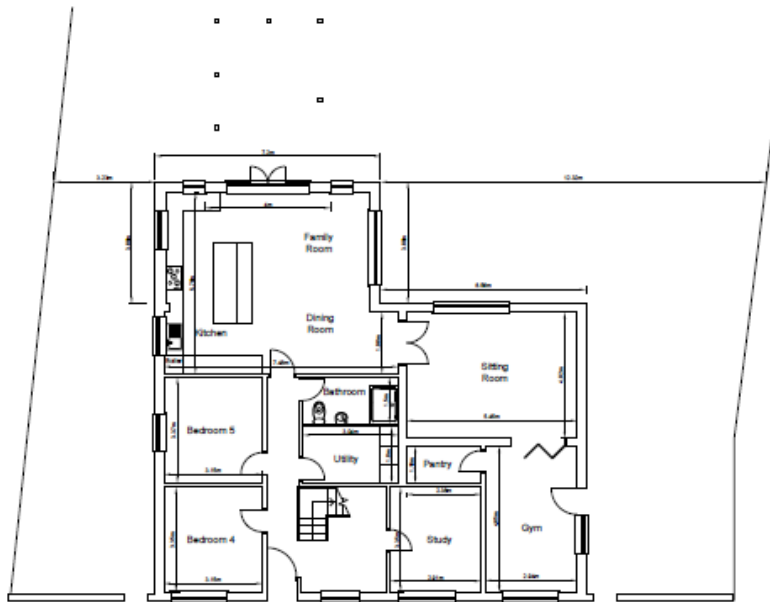
Proposed Side Elevation



Proposed Side Elevation

Proposed floor plans

Ground floor



First floor

