



# Planning Committee

**Wednesday, 29 November 2023 at 6.30 pm**

**Council Chamber - Civic Centre**

## Members of the Committee

Councillors: M Willingale (Chairman), P Snow (Vice-Chairman), A Balkan, T Burton, V Cunningham, T Gates, E Gill, C Howorth, A King, C Mann, I Mullens, M Nuti, M Singh, 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

- 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 **Democratic Services, Democratic Services Section, Law and Governance Business Centre, Runnymede Civic Centre, Station Road, Addlestone (Tel: Direct Line: 01932 425623). (Email: Democratic.Services@runnymede.gov.uk).**
- 3) Agendas and Minutes are available on a subscription basis. For details, please contact [Democratic.Services@runnymede.gov.uk](mailto:Democratic.Services@runnymede.gov.uk) or 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on [www.runnymede.gov.uk](http://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. Any persons wishing to speak should email [publicspeaking@runnymede.gov.uk](mailto:publicspeaking@runnymede.gov.uk).
- 5) 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.

## 6) Filming, Audio-Recording, Photography, Tweeting and Blogging of Meetings

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.

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.

## 7) Commonly used acronyms:

<b>ACEP</b>	Assistant Chief Executive (Place)
<b>ADM</b>	Assistant Development Manager
<b>BCM</b>	Building Control Manager
<b>CHPEBE or HoP</b>	Corporate Head of Planning, Economy & Built Environment (also referred to as Head of Planning for brevity)
<b>DLPM</b>	Deputy Local Plans Manager
<b>DM</b>	Development Manager
<b>PPSM</b>	Planning Policy and Strategy Manager

**List of matters for consideration**

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**Part I**

**Matters in respect of which reports have been made available for public inspection**

1. **Notification of Changes to Committee Membership**
2. **Minutes** 4 - 9

To confirm and sign, as a correct record, the minutes of the meeting of the Committee held on 25 October 2023.
3. **Apologies for Absence**
4. **Declarations of Interest**

Members are invited to declare any disclosable pecuniary interests or other registrable and non-registrable interests in items on the agenda.
5. **Planning Applications** 10
  - a) RU.23/0607 - Parklands, Bittams Lane, Chertsey, KT16 9RG 11 - 30
  - b) RU.23/1240 - Augustine House, Gogmore Lane, Chertsey, KT16 9AP 31 - 55
  - c) RU.23/1078 - 10 Larchwood Drive, Englefield Green, TW20 0SH 56 - 68
6. **Proposed Fees and Charges 2024/25** 69 - 73
7. **Exclusion of Press and Public**

**Part II**

**There are no exempt or confidential items on this agenda.**

Runnymede Borough CouncilPlanning CommitteeWednesday, 25 October 2023 at 6.30 pm

Members of the Committee present: Councillors M Willingale (Chairman), P Snow (Vice-Chairman), A Balkan, MK Cressey (In place of C Mann), T Gates, E Gill, C Howorth, S Jenkins (In place of I Mullens), A King, M Nuti, M Singh, D Whyte (In place of T Burton), S Whyte and J Wilson.

Members of the Committee absent: Councillor V Cunningham.

In attendance: Councillor S Ringham.

### 23 Minutes

The minutes of the meeting held on 27 September 2023 were confirmed and signed as a correct record.

### 24 Apologies for Absence

Apologies were received from Cllr V Cunningham.

### 25 Declarations of Interest

Cllr Howorth declared a non registerable interest in application RU.23/0357 due to his association with the applicant. Cllr Howorth left the room whilst this item was discussed.

Cllr Jenkins declared a non registerable interest in application RU.23/0833 due to living in close proximity to the application site. Cllr Jenkins left the room whilst this item was discussed.

### 26 **RU.23/1066 - Weybridge Business Park, Addlestone Road, Addlestone, KT15 2UP**

*Proposal: Demolition of existing buildings and the development of employment units (Classes E(g)ii, E(g)iii, B2 and B8) with ancillary office accommodation, vehicular accesses, associated external yard areas, car parking, servicing, external lighting, hard and soft landscaping, infrastructure, and all associated works.*

The application stimulated significant debate from the committee, with one of the key issues being concerns about the proposed 24/7 usage on the site and the impact this would have on the surrounding properties, many of which were residential.

Early on in the debate it was proposed to include a condition that put a restriction on usage of the site between the hours of around 7am – 9pm to avoid overnight disruption. The Head of Planning advised that conditions had to be necessary and for good planning reasons and officers believed that the mitigations put in place by the applicant, along with the lack of an objection from the council's Environmental Health suggested there would be no evidence of significant harm arising that would justify a condition around usage. Whilst it was within the gift of the committee to disagree, any condition could still be appealed and subsequently removed if there was no evidence to suggest it was necessary.

There was also debate around the proposed timing of the restrictions, with some members preferring an earlier finish time whilst another proposed overnight movement to minimise

the impact on the road network. The Head of Planning advised that 7am – 9pm would be a reasonable condition to impose and more stringent timings would be unduly restrictive and could incentivize the applicant to appeal the condition. Applying financial penalties for not adhering to these times similar to an airport penalising airlines flying outside of agreed hours was not an option available to committee.

The location of the site and the fact that there was only one vehicle entrance/exit in and out of the area caused concern, particularly in the context of the large increase of vehicle movements in and out of the site along with the fact that area was a mixture of residential, retail and commercial properties and residents would have difficulty parking.

Concern was also raised about disruption during construction, however the Head of Planning advised that a condition imposed a construction management plan and inconvenience caused during construction was not a planning consideration, a certain degree of disruption was to be expected.

Addressing member concerns about highways capacity, the Head of Planning advised that the Council was applying for Housing Infrastructure Funding (HIF) to improve part of the strategic network, however the county council's position as highways authority was that there was no evidence that highway capacity would be impacted by the application, which meant there were no highways grounds for refusal. It was confirmed that the assessment was carried out in 2022, whilst it was also acknowledged that there was no onus on the developer to deliver targets made by Surrey County Council around improvements to public transport and connectivity.

The Head of Planning added that unevidenced reasons for refusing an application was likely to result in significant costs going against the council in the event of a public inquiry, whilst due regard had to be given to previous planning applications to ensure local authorities act in a consistent manner when considering planning applications. Within this context the committee were advised that no objections were raised to the previous application's proposed parking scheme, whilst this application had a slightly improved parking arrangements involving a bespoke car parking scheme considered appropriate for flexible use by both Runnymede and Surrey County Council officers.

When asked to clarify the point around 'less than substantial harm' to the conservation area, officers highlighted that the National Trust had felt the scheme was a marked improvement on previous applications in the area and in-keeping with the conservation area.

Several members acknowledged the strength of feeling from local residents, with numerous letters of objection received. It was suggested that an additional condition preventing the long-term integration of separate buildings into one larger building be put in place to preserve the feel and character of the local area. The committee were supportive of the proposal.

Concern was raised about the aesthetics of the proposed building, particularly around signage and numbering. The Head of Planning advised that the final materials would be done by condition so the council would have some control over the final look. Furthermore advertising consent would be required and considered on a case-by-case basis.

#### **Resolved that –**

- i) The HoP was authorised to grant planning permission subject to:**
  - a. The completion of a Section 106 legal agreement under the Town and Country Planning Act 1990.**
  - b. Planning conditions 1-17.**
  - c. Additional condition on the hours of usage being between 7am – 9pm.**

**d. Additional condition on the number of units that could be provided to each tenant.**

- ii) **The HoP was authorised to refuse planning permission should the S106 not progress to his satisfaction or if any significant material considerations arise prior to the issuing of the decision notice that in the opinion of the HoP would warrant refusal of the application. Reasons for refusal relating to any such matter are delegated to the HoP.**

Ms Heidi Dennis, an objector, and Mr Tim Bradshaw, agent for the applicant, addressed the committee on this application.

27 **RU.23/0357 - 2 & 2a Guildford Road, Chertsey, KT16 9BJ**

*Proposal: Outline application for the erection of a 4 storey building comprising 47 one and 2 bed apartments following demolition of existing vacant office building and residential home (Matters reserved: Landscaping) (Revised Plans received 18/09/23 comprising removal of 1st and 2nd floor rear balconies to Building 1)*

The committee acknowledged the improvements to the scheme compared to previous applications at the location, however there was concern around the lack of car parking spaces, particularly in the context of public transport not being convenient for shift workers at places such as St. Peter's Hospital.

The Head of Planning acknowledged that the transport options in the area were not ideal, however the location had decent links to basic facilities such as shops and schools and would be considered sustainable in planning terms.

In the event that the application was approved officers would seek clarification from the applicant on the arrangement for the six parking spaces to ensure it was appropriate to the development.

The affordable housing element and provision of five accessible units was welcomed by members of the committee, and it was acknowledged that whilst Runnymede borough was one of the biggest employers in the county the provision of housing was lagging some way behind. Approval of this scheme would help to bridge that gap.

Despite the improvements to the scheme there was still concern whether it was in-keeping with the character and layout of the surrounding area, the view of the development from Highcroft Place being overbearing and whether it fully overcame the objections raised by committee to previous applications. The Head of Planning advised that the scheme had been sensitively designed, and praised members for the suggestions put forward that provided officers tools to negotiate with the developer.

The Head of Planning added that the Victorian houses on Guildford Street were in the minority, whilst a new development such as this could be the catalyst for improvements to the Guildford Street area and help address some of the derelict sites in the nearby area.

**Resolved that –**

- i) **The Hop was authorised to grant planning permission subject to:**
- a. **the completion of a Section 106 legal agreement under the Town and Country Planning Act 1990 (as amended) to secure obligations 1-7.**
  - b. **Planning conditions 1-30**
  - c. **Informatives 1-19**
  - d. **Addendum notes**

- ii) **The HoP was authorised to refuse planning permission should the S106 not progress to his satisfaction.**

Mr Ron Enticott, an objector, and Mr Andrew Thornley, agent for the applicant, addressed the committee on this application.

28 **RU.23/0833 - Crown House, High Street, Egham, TW20 9HL**

*Proposal: Conversion and extension of existing building to create a mixed - use development comprising of 9 apartments (4 x 1- bedroom apartments, and 5 x 2-bedroom apartments) and Class E(g)(i) office use, together with associated alterations, parking, landscaping, cycle storage and refuse storage.*

In response to sustainability concerns, the Development Manager confirmed that the scheme was not a major development and therefore did not need to adhere to the policy requirements around renewable energy, however sustainability features existed such as electric charging points, whilst the scheme drew biodiversity net gains.

There was further debate around the lack of parking, however the scheme was considered to be in a sustainable location close to the station and other local amenities, whilst being smaller units would mean they were unlikely to be occupied by a family.

Issues around access to bin collection highlighted by the recycling officer had been overcome by internal arrangements around relocating the bin storage, whilst concerns about the size of the extension in relation to the existing building were eased by the Development Manager's confirmation that there was no size limit to the extension of an existing building.

Concerns around overshadowing to existing properties were addressed by the results of the daylight NSL (No Sky Line) assessment demonstrating that all rooms tested would meet the Building Research Establishment criteria for daylight NSL. Therefore, given the amendment to the scheme to reduce the built form to the south and the dual aspect nature of the existing flats the scheme was not considered to result in harmful overshadowing to existing flats at the site.

**Resolved that –**

**The HoP was authorised to grant planning permission subject to:**

- a) **Planning conditions 1-15**
- b) **Informatives 1-5**
- c) **Addendum notes**

29 **RU.23/0568 - Lilypond Farm, Longcross Road, Chertsey, KT16 0DT**

*Proposal: Demolition of existing lawnmower storage building and erection of 2 no. single storey storage buildings (as permission RU.20/1465) but with basements added.*

The committee were pleased to receive the additional condition relating to the need for all waste material to be recycled or disposed of in accordance with the Site Waste Management Plan.

The existence of portacabins at the location site caused concern amongst the committee, and whilst it was advised that it would not be appropriate to include a condition stipulating removal of these buildings, the committee were supportive of the suggestion to escalate to the council's enforcement team to investigate the matter further.

Further concerns around the loss of hard landscaping were addressed by the condition that prevented any above ground construction until biodiversity improvements were made, whilst it was advised that it would not be appropriate to stipulate that only equipment used or Lilypond Farm could be stored on the site.

The committee were keen to see renewable energy utilised on the site, and in the event of the application being approved officers would follow up with the applicant to see whether the council could appropriately require renewable energy to be part of the scheme.

A member queried the existence of the 1992 planning permission, and it was clarified that the approval of the scheme would supersede the 1992 permission, which had commenced and not concluded and had no expiration date.

**Resolved that –**

**The Hop was authorised to grant planning permission subject to:**

- a. the completion of a Section 106 legal agreement under the Town and Country Planning Act 1990 (as amended) to ensure that the storage buildings approved under the 1992 permission cannot be constructed should this permission be implemented and vice versa, subject to no call in from the Secretary of State to whom the application needs to be referred under the Town and Country Planning (Consultation)(England) Direction 2021.**
- b. Planning conditions 1-9**
- c. Addendum notes**

### 30 **Local Plan Update Report**

The report provided an update on the government's planning reforms since the options for the review of the local plan were last considered by planning committee in June 2023, as well as setting out a high level picture of the current and future workstreams up until the new plan making system was expected to commence in late 2024.

Officers would bring a further report to committee when the evidence required for the new plan was known and once there was clarification from central government about when plan making could commence in Runnymede. Runnymede had requested to be one of the government's ten front-runners on plan making, although it was acknowledged there was no guarantee the council would be chosen. Officers were intending to update the borough's land supply position to understand the availability of sites to be in the best possible position to commence plan making at the appropriate time.

It was asked if the future workstream for the Planning Policy team could also include the justification work around the Article 4 directive for Houses in Multiple Occupation, particularly in the context of the recently approved council motion asking the Planning Committee to consider the feasibility of implementing an Article 4 directive within the Egham Town and Englefield Green West Wards. It was agreed that this would be added.

A key part of the council's ambition to deliver on its climate change objectives would centre around cultural change, and the Council's emissions were a very small percentage of the overall borough emissions so developers would be engaged to ask to consider options to build more sustainably sooner. A Member added that incentivising developers to meet the initial capital cost of providing ground source heat pumps and improving cooling would be a key thing to address.

### 31 **Englefield Green Conservation Area - proposed amendments and Conservation Area Appraisal and Management Plan**



Following a recent public consultation that generated nine responses it was the view of officers that the proposed revised boundary to the Englefield Green Conservation Area was worthy of designation as a Conservation Area, alongside the recommended adoption of the associated Conservation Area Appraisal and Management Plan.

Policy officers occasionally review conservation areas and make suitable and relevant changes to them in accordance with the council's statutory duty, culminating in a conservation area appraisal for the continued protection and enhancement of each conservation area.

**Resolved that –**

**The Committee approved the revised Conservation Area boundary at Englefield Green and adopted the Englefield Green Conservation Area Appraisal and Management Plan as technical planning guidance, subject to the Local Planning Authority giving notice to the Secretary of State, the Commission (Historic England) and publishing particulars of its effect in the London Gazette and in at least one newspaper circulating in the area of the local planning authority, as required by section 70 of the Planning (Listed Buildings and Conservation Areas) Act 1990.**

(The meeting ended at 9.56 pm.)

Chairman

## **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 two working days before the meeting**

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.



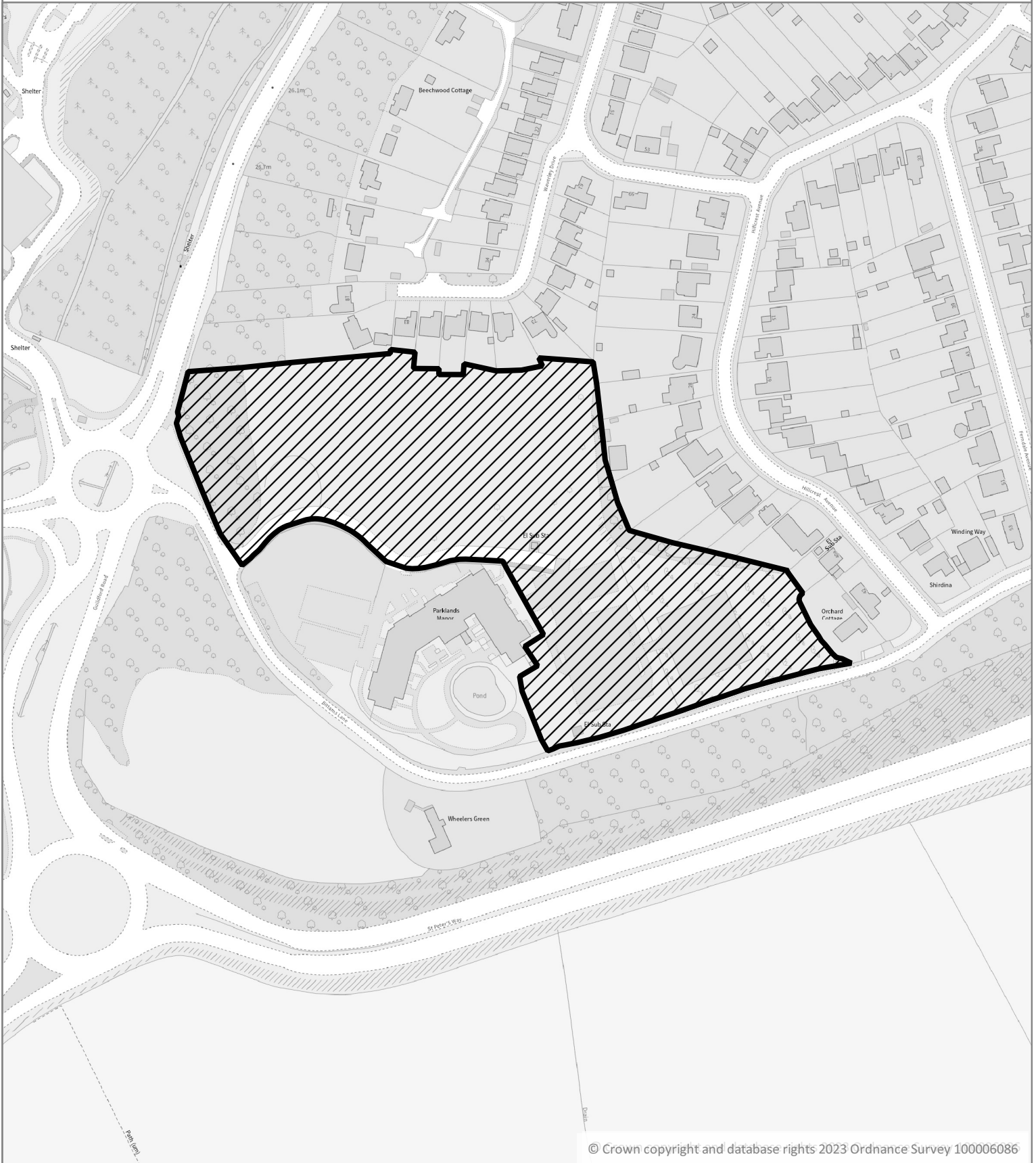
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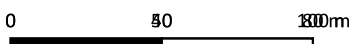
Date: 24/08/2023

Parklands



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Scale: 1:2,500



RU.23/0607



## COMMITTEE AGENDA REFERENCE: 5A

<b>APPLICATION REF:</b>	<b>RU.23/0607</b>
<b>LOCATION</b>	Parklands, Bittams Lane, Chertsey KT16 9RG
<b>PROPOSAL</b>	Approval of reserved matters application (appearance, landscaping, layout and scale) for the construction of 172 dwellings
<b>TYPE</b>	Reserved Matters
<b>EXPIRY DATE</b>	25/07/23
<b>WARD</b>	Longcross, Lyne & Chertsey South
<b>CASE OFFICER</b>	Katherine Appleby
<b>REASON FOR COMMITTEE DETERMINATION</b>	Major Development
<i>If you have questions about this report please contact Ashley Smith, Victoria Gibson or the case officer.</i>	

### 1. SUMMARY OF RECOMMENDATION

<b>It is recommended the Planning Committee authorises the HoP:</b>	
1.1.	<b>To approve the application subject to conditions and receipt of an updated Viability Assessment and if necessary, a Deed of Variation to secure an alternative amount towards the Housing Infrastructure Fund.</b>
1.2.	<b>To refuse the application at the discretion of the HoP should no updated Viability Assessment be submitted and/or no revised acceptable contribution to the Housing Infrastructure Fund is agreed on the grounds that the development would not provide the necessary infrastructure to support the development.</b>

### 2. DETAILS OF THE SITE AND ITS SURROUNDINGS

- 2.1. The site is situated on the northern side of Bittams Lane, it forms part of the Chertsey South development, a largely residential area which is triangular in shape bounded by the M25 to the east, St. Peters Way to the south and Guildford Road to the west. The whole 4.14ha site was developed in the 1980's with a B1 office use (called Parklands) and associated facilities which have been demolished and replaced with a 3-3.5 storey high care home (called Parklands Manor) on land adjoining the south-western boundary of the current application site. Homewood Business Park and St. Peters Hospital is located to the west of the site.
- 2.2. The Application Site measures approximately 2.9 hectares in size. It has a slope from

north to south, with a fall of around 6 metres from the northern-most boundary to the access road from Bittams Lane and contains a number of mature trees covered by Tree Preservation Order 80. The remnants of a surface level car park and two tennis courts from the office development lie in the southern part of the site, which is largely flatted, formed of a split 'plateau'. There is a Grade II Listed residential property known as "Wheelers Green" approximately 190 metres south of the Site on the opposite side of Bittams Lane. Vehicular access is from Bittams Lane which bounds the site to the south and west and links the A320 to the west with Green Lane to the East.

### 3. BACKGROUND

- 3.1. Outline planning application RU.17/1749 for the erection of up to 200 residential dwellings was submitted in October 2017 to run alongside what was at the time known as the Emerging 2035 Local Plan as it had been identified that the site could be released from the Green Belt and allocated for housing as part of the wider Chertsey Bittams land parcel. The reserved matter regarding the proposed access to the highway was considered and approved as part of this planning application. The outline planning application was approved 11/08/22 following the completion of a Section 106 Legal Agreement. All other matters (appearance, layout, landscaping, and scale) being reserved for future determination- i.e., "reserved matters
- 3.2. Subsequently a Section 73 application was submitted to amend approved parameter plans due to revisions being sought under Reserved Matters Application RU.23/0607. The Section 73 application was recently approved.

### 4. APPLICATION DETAILS

- 4.1. The application seeks the approval of Reserved Matters in respect of appearance, layout, landscaping, and scale for 172 dwellings. The reserved matters for consideration under this planning application are:
- Appearance: exterior of a building
  - Landscaping: both hard and soft
  - Layout: buildings, routes and open spaces
  - Scale: effectively the size of the buildings
- 4.2. The proposal comprises 18 no. 2 and 18 no. 3 bed 2 storey high terraced and semi detached houses and 136 no. 2 bed apartments in 4 blocks with associated landscaping, roads and parking.

	<b>Block A</b>	<b>Block B</b>	<b>Block C</b>	<b>Block D</b>
<b>Storeys</b>	4	4	4	4
<b>Undercroft car parking</b>	26 spaces	30 spaces	N/A	N/A
<b>No. of units</b>	28	40	44	24

- 4.3. The proposed development consists of 4 no. four-storey apartment buildings along the

western and southern boundaries of the site and 36 no. two-storey houses along the northern and eastern boundaries. All 4 apartment blocks would have flat roofs with staggered built forms and heights. The apartment buildings would be faced in a buff brick slip system with pressed metal cladding to the entrances, cores and balconies. Each apartment block would have a different colour metal cladding and entrance area and each apartment would have an enclosed balcony with railings. The apartments are positioned towards the bottom of the slope. Apartment buildings A and B have basement parking which is accessed at the lower end of the slope, roughly at natural ground level.

- 4.4. The houses are positioned around the North and East boundaries backing onto the houses in Waverley Drive and Hillcrest Avenue and the two storey, pitched roof massing reflects the existing houses. The houses are raised above street level with defensible space and retaining walls with planters to the front, and stepped access from the parking, bin and bike storage at street level. The houses would be faced in a buff brick slip system, have PVCu windows and doors and timber clad front porches and grey tiled roofs. The terraced houses and apartments are predominantly arranged along the contours. A split level street scape enables the buildings to step down the hill roughly following the existing topography. The proposed street has been designed so the pedestrian footway is to the rear of the parking, segregating vehicles and pedestrians.
- 4.5. In response to the parkland setting and existing mature trees covered by Tree Preservation Order 80, a village green with play area (LEAP) would be created in the centre of the site around the existing mature trees that links into a woodland play area (LAP) in the South East of the site with footpath routes linking the greenspaces. Perimeter no build zones were agreed under the outline approval forming a wide landscaped buffer and a wildlife corridor has been introduced around the boundary connecting the site into adjacent woodland. Houses back onto the no build zone with rear gardens extending up to the wildlife corridor. There is also opportunity for public green open space within the no- build zones to the south with pedestrian links into the wider site's green amenity space.
- 4.6. The proposed development would provide a total of 207 parking spaces - 1 parking space per dwelling, either to the front or side of the houses, within an undercroft (Blocks A and B), or surface parking (Blocks C and D), with 35 visitors spaces (1 per 5 dwellings), in accordance with the Runnymede Parking Guidance SPD and Surrey County Council Vehicular, Cycle and Electric Vehicle Parking Guidance. Secure internal bicycle stores are proposed for the apartment buildings, either within the undercroft parking areas or within a separate timber clad enclosure for Blocks C and D. All houses have individual timber clad bin and bicycle stores adjacent to allocated parking space to the front or sides of the dwelling. A total of 344 bicycle spaces would be provided (2 bicycle spaces per dwelling).
- 4.7. An Energy Assessment was submitted with the outline application which indicated that solar pv panels could be installed and the current scheme is proposing a MMC (Modern Methods of Construction) Net Zero Scheme. The homes will be manufactured in a factory and dwellings assembled on site rapidly.
- 4.8. Vehicular access to the site is approved as part of planning permission RU.17/1749 and the subsequent section 73 application RU.23/1052. It is not a consideration of this application. The approved access would come from Bittams Lane, including an existing means of access to the west which was approved and constructed as part of the care home development.

## 5. RELEVANT PLANNING HISTORY

5.1. The following history is considered relevant to this application:

Reference	Details
RU.23/1052	Variation of Conditions 3 (List of approved plans) and 10 (Tree working procedures) of approved outline application RU.17/1749 for the erection of up to 200 residential dwellings (class C3) with vehicular access onto Bittams Lane, associated car parking (including basement/undercroft parking) and landscaping.- Approved
RU.17/1749	Outline application for the erection of up to 200 residential dwellings (class C3) with vehicular access onto Bittams Lane, associated car parking (including basement/undercroft parking) and landscaping (revised plans received 23/01/19). Approved 11 <sup>th</sup> August 2022.
RU.17/1440	EIA Screening Opinion as to whether up to 200 dwellings on a 2.7hectare parcel of land would constitute EIA development. Not EIA Development 22 <sup>nd</sup> September 2017
RU.17/0356	Variation of conditions 2 (Approved Drawings) and condition 6 (Arboricultural Method Statement) of planning permission RU.15/1013 (Construction of road through the site including a new access to Bittams Lane, and associated brick walls and railings at each highway access). Approved 25 <sup>th</sup> April 2017
RU.15/1013	Construction of road through the site including a new access to Bittams Lane, and associated brick walls and railings at each highway access. Approved 7 <sup>th</sup> October 2015
RU.15/1005	Demolition of existing buildings and redevelopment of part of the site to provide 1 x no. 3 and a half storey high building for use as a Class C2 93 bedroom care home with associated access, parking, servicing and landscaping. Approved 9 <sup>th</sup> June 2015 (built and occupied and known as Parklands Manor)
RU.14/0085	Demolition of existing buildings and redevelopment of the site to provide 1 x No.2 and a half storey high building for use as a Class C2 70 bedroom care home and 1 x No.3 and a half storey high building for use as 50 Class C2 extra care apartments with associated access, parking, servicing and landscaping. Approved 14 <sup>th</sup> May 2014

## 6. SUMMARY OF MAIN RELEVANT STRATEGIES AND POLICIES RELEVANT TO THE DECISION

- 6.1. The Borough's current adopted Development Plan comprises of the Runnymede 2030 Local Plan which was adopted on 16 July 2020 and the policies have to be read as a whole.
- 6.2. National Planning Policy Framework (revised July 2021) acts as guidance for local planning authorities and decision-takers, both in drawing up plans and making decisions about planning applications. At the heart of the NPPF is a presumption in favour of

sustainable development. The document, as a whole, forms a key and material consideration in the determination of any planning permission. The supporting National Planning Policy Guidance (NPPG) is also a material consideration for decision making, as is the National Design Guide (2019) and the Nationally Described Space Standards (2015)

6.3. SPDs which can be a material consideration in determination:

- Runnymede Borough Parking Guidance (2022)
- Affordable Housing Supplementary Planning Document (2022)
- Runnymede Design Supplementary Planning Document (2021)
- Green and Blue Infrastructure Supplementary Planning Document (2021)
- Thames Basin Heaths Supplementary Planning Document (2021)
- Infrastructure Delivery and Prioritisation (2020)
- Parking Strategy: Surrey Transport Plan (2020)

## 7. CONSULTATIONS CARRIED OUT

7.1. Consultees responses

<b>Consultee</b>	<b>Comments</b>
<b>Natural England</b>	No objection
<b>Environment Agency</b>	No objection
<b>National Highways</b>	No objection
<b>SCC County Highway Authority</b>	No objection
<b>SCC Lead Local Flood Authority</b>	No objection
<b>SCC Archaeology</b>	No objection
<b>SCC Minerals and Waste</b>	No objection
<b>RBC Arboricultural Officer</b>	No objection
<b>RBC Contaminated Land Officer</b>	No objection
<b>RBC Environmental Health Officer</b>	No objection
<b>RBC Deputy Direct Services Manager</b>	No objection
<b>RBC Drainage Engineer</b>	No objection
<b>RBC Housing Manager</b>	No objection
<b>RBC Affordable Housing Officer</b>	No objection
<b>RBC Energy Officer</b>	No objection
<b>RBC Green Spaces Team</b>	No objection
<b>RBC Planning Policy</b>	No objection
<b>Affinity Water</b>	No objection



<b>Surrey Wildlife Trust</b>	No objection
<b>Surrey Crime Prevention Design</b>	No objection
<b>Surrey Bat Group</b>	No objection
<b>Thames Water Utilities</b>	No objection

7.2. Representations and comments from interested parties.

7.3. 26 Neighbouring properties were consulted in addition to being advertised on the Council's website in the local press, and by notices displayed at the site and 26 letters of representation have been received in regard which can be summarised as follows:

- Overdevelopment
- Lack of retail unit on the site
- Width of Bittams Lane
- Overdevelopment in the area
- Overlooking
- Loss of privacy
- Increase in traffic
- More antisocial behaviour in the area
- Air pollution will increase
- Impact on wildlife on the site
- not enough infrastructure for the development to cope

7.4. A letter of support has also been received from Ashford and St Peter's Hospitals NHS Foundation Trust stating that as a local employer of key workers it is very supportive of the development, as having surveyed its staff, there is a clear need for the type of accommodation proposed at Bittams Lane, alongside its existing staff accommodation and consider that it would help it to attract and retain staff.

## **8. PLANNING CONSIDERATIONS**

8.1. 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:

- Principle of development
- Layout and Design
- Residential Amenities
- Highways, Movement and Parking
- Trees and Landscaping
- Affordable Housing
- Noise and air quality
- Ecology and Biodiversity
- Contaminated Land
- Drainage
- Infrastructure Contributions
- Open Space
- Archaeology

- Sustainable Design

### **Principle of development**

- 8.2. The Runnymede 2030 Local Plan was adopted on 16th July 2020 and within this Policy SD1 of the Local Plan advises that Chertsey including Chertsey South will require 2,212 net additional dwellings during the period of the Local Plan (2015-2030) and Policy SD2 states that sites listed within this policy are expected to deliver the level of development subject to complying with specific requirements set out in the individual site allocation policy which in this case is Policy SL17 which has allocated the site for development for between 125-200 net dwellings (subject to delivery of necessary mitigation on the A320). The quantum of development on this site has been established through the outline planning approval RU.17/1749 which granted up to 200 residential dwellings with two principal means of vehicular access onto the site off Bittams Lane.
- 8.3. The extent of building envelopes, maximum building heights, and the public realm including minimum area of public open space and private gardens was fixed through parameter plans ref. A-02-012 Revision D and A-02-013 Revision D which were approved in August 2022. Approved Parameter Plan 03 -Public Realm A-02-013 Revision D is amended by Revised Parameter Plan – Public Realm drawing number: 02156 Rev P02 under recently approved Section 73 application RU.23/1052. Thus, the principle of residential development was established at the outline stage and the quantum of development for 172 dwellings now proposed is consistent with the outline consent and the subsequent section 73 application RU.23/1052.
- 8.4. In summary, the principle of the quantum of the units and the proposed means of access for this number of units is not a consideration of this application. The only matters for considerations as part of this Reserved Matters Application (RMA) is the: appearance, landscaping, layout and scale.

### **Affordable housing**

- 8.5. The outline approval and subsequent completed Section 106 Agreement secured 35% affordable housing provision in a proposed mix of 70% affordable/social rented and 30% shared ownership units in accordance with Policy SL20. However, as the scheme was in outline the final number, type and tenure mix needed to be agreed and determined at the reserved matters stage.
- 8.6. Under this application it is proposed to secure 35% housing provision in a proposed mix of 70% (42) affordable/social rented and 30% (18) shared ownership units which would be in accordance with Policy SL20. This mix would not technically follow the tenure mix set out in policy guidance as there would be no first homes secured. However, given that there is significantly more demand for affordable rented products, the benefits, of this application being able to secure 42 units is a material consideration which in this case outweighs the lack of first homes. The requirement in the NPPF (paragraph 64) which requires major development involving the provision of housing to provide at least 10% of the total number of homes to be available for affordable home ownership would also be complied with.
- 8.7. In addition to the above, there is also an identified need for this type of affordable rent product in this location (e.g., being close to St Peters Hospital) and this is a significant benefit which Homes England and Ashford and St Peter's Hospital have been supportive of. Runnymede Council Housing Department has also been working closely with the registered provider of social housing and with the local NHS trust on the delivery of these much needed affordable homes, which will also include some affordable rent flats for

wheelchair users.

## **Layout and Design**

- 8.8. Waverley Drive and Hillcrest Avenue sit to the north and east of the site and are part of a leafy green sub-urban residential area comprising a mix of 2 and 1.5 storey dwellings, predominately detached with some semi-detached houses with long front gardens, grass verges and tree lined streets with no predominant architectural style. Steep pitched roof bungalows sit opposite 1980's semi-detached houses and larger detached houses with materials consisting of predominately terracotta roof tiles with a mix of buff brick, red bricks and white render.
- 8.9. Parklands residential care home sits to the south of the site, off Bittams Lane and consists of a larger 4 storey building in a parkland setting with lawns and mature trees and is constructed in predominately buff brick with terracotta tiles with Bittams Lane bounded by dense trees and hedgerows screening the site from most of the road and the access road to the care home forming the southern site boundary.
- 8.10. All developments are expected to achieve high quality and inclusive design, which responds to local context including the built, natural and historic character of the area, while making efficient use of land. Developments should be attractive and resilient; promote social interaction and design out crime; contribute to and enhance the quality of the public realm and / or landscape setting; ensure no adverse impact on the amenities of occupiers of the development proposed or to neighbouring properties and provide appropriate standards of private amenity space.
- 8.11. There are a number of physical constraints which impact the form of development which include the steep topography of the site, the principal access from Bittams Lane, the existing Parklands Manor and protected trees. The proposed development consists of 4 no. four-storey apartment buildings along the western and southern boundaries of the site and 36 no. two-storey houses along the northern and eastern boundaries. The apartments are positioned towards the bottom of the slope and reflect the massing of the existing Parklands Manor to the South. The houses are positioned around the North and East boundaries backing onto the houses in Waverley Drive and Hillcrest Avenue and the two storey, pitched roof massing reflects the existing houses. The terraced houses and apartments are predominantly arranged along the contours.
- 8.12. A split level street scape enables the buildings to step down the hill roughly following the existing topography and in response to the parkland setting and existing mature trees covered by Tree Preservation Order 80, a village green with play area (LEAP) would be created in the centre of the site around the existing mature trees that links into a woodland play area (LAP) in the South East of the site with footpath routes linking the greenspaces and a wildlife corridor has been introduced around the boundary connecting the site into adjacent woodland.
- 8.13. The layout of the buildings has been designed around the constraints of the site and are orientated in a manner that maximises passive solar gain and cooling. The streetscape has been designed such that the pedestrian footway is to the rear of the parking, segregating vehicles and pedestrians creating safer routes through the site. Each dwelling would have an individual, external amenity space in the form of balconies, terraces and enclosed rear garden areas as well as access to green open spaces adjacent to the buildings and within the village green.
- 8.14. The proposed scheme combines a mixture of flat-roofed and pitched forms with balconies, staggered setbacks and subtle details to add an extra layer of detail and interest by way of a mix of brickwork, metal and timber cladding, railings and grey roof

tiles to create balance, add visual interest whilst breaking up its overall mass and bulk.

- 8.15. The current proposals have evolved from the outline application RU.17/1749 and the subsequent section 73 application RU.23/1052 following further consideration of the character of the surrounding area. The reduction in the number of units across the site to 172 is considered to be an appropriate density, and ensures the living environment, character of the area, ecology and natural habitats are maintained. For the above reasons the proposals would enhance the character and quality of the area and would be appropriate for its setting given the local context and the position of the site on the edge of the settlement and complies with the requirements of Policy EE1.

### **Trees and landscaping**

- 8.16. The site is subject to Tree Preservation Order no.80 but includes other trees not covered by this. The approved outline application RU.17/1749 sought to retain a number of mature Oaks and Sweet Chestnut ( shown as T58, 87, 101, 102, 103, 104, 106, 128 and 131 on the approved Parameter plan) as it was considered that they define the character of the whole site and provide a living link to the historic parkland landscape that existed here over hundred years ago, predating the nearby hospital.
- 8.17. The approved tree protection plan showed the trees to be retained and those to be removed at the outline stage. Due to the passage of time and revised layout of the proposed development, the current reserved matters scheme would require additional tree removal and pruning.
- 8.18. An Arboricultural Impact Assessment has been submitted to identify impact to trees outside of the Parameter Plan 03 Public Realm A-02-013 Revision D approved under outline planning application RU.17/1749 (amended by Revised Parameter Plan – Public Realm drawing number: 02156 Rev P02 under RU.23/1052), which provides a full tree survey and identifies the species and location of all trees, and why it acceptable for these trees to be removed and replaced.
- 8.19. It is evident from these and the previously approved tree report that more trees are to be lost to the proposed layout than was indicated in the outline application RU.17/1749. 4 extra individual Category B trees are to be lost and more of the Category B woodland W37 is to be removed which is aside the boundary of the site. In addition to this tree loss a further 13 Category C trees are to be removed.
- 8.20. However, T58, 87, 101, 102, 103, 104, 106, 128 and 131 would still be retained, and large sections of G130(C) existing hedge/line of trees along the southern site boundary with Bittams Lane would be retained as well as the trees within the northern section of the woodland within the wildlife corridor as it is the intention to retain all existing vegetation within this zone.
- 8.21. Tree group G36 forms part of the woodland and it is to be retained in its entirety as mature woodland boundary vegetation. The Design and Access Statement confirms that any potential impact would be mitigated through replacement planting as part of a detailed landscaping scheme. The Councils Tree Officer does not object to the works subject to more tree planting and details of the species.
- 8.22. Conditions 6-10 of approved RU.17/1749 outline tree retention, planting, protection and working procedures to be submitted along with Condition 11 with a Landscape Management Plan. This will ensure suitable mix of species to create a woodland buffer, screening and enhancement of ecology, also accommodating existing species.
- 8.23. The proposal has been designed so as to protect existing mature landscaping within the site and the proposed landscaping works are considered to be acceptable. The submitted Landscape Masterplan demonstrates how development can take place to

provide space between buildings and the protected trees and other existing landscape features to ensure adequate amenity for the buildings occupiers and to prevent future pressure for the trees' removal which form part of the character of the area. The proposal therefore complies with policies EE1, EE9 and EE11.

### **Open Space**

- 8.24. In terms of recreation, Local Plan Policy SL26 requires the provision of play spaces in new housing developments of 20 dwellings (net) or more. The Fields in Trust (FIT): Beyond the Six Acre Standard (2020) guidance states that for a site up to 200 dwellings should contain 1 Local Area for Play (LAP) at a minimum of 100sqm and 1 Locally Equipped Area for Play (LEAP) at a minimum of 500sqm.
- 8.25. Condition 26 (Open Space) of the Outline permission requires a Local Area of Play (LAP) at a minimum of 100sqm and a Locally Equipped Area of Play (LEAP) at a minimum of 500sqm.
- 8.26. The submitted plans indicate a LEAP (Play Area 1 – 500sqm) within the village green and a LAP (Play Area 2 - 100sqm) adjacent to the woodland walk on the eastern side of the site, which is therefore compliant with Condition 26 and Policy SL26. No objections have been received from the Council's Open Spaces Team.
- 8.27. The full details of the open space provision are subject to Conditions 26 and 27 and the site-specific maintenance contributions are included in the completed S106.
- 8.28. **Internal layout considerations in regards to highways and parking**
- 8.29. Matters for consideration at this stage include the detailed layout of the site, including movement within the site and parking. The internal road layout is intended to be adopted, thus the design has been discussed with the County Highway Authority and amended to provide wider service margins. The County Highway Authority has assessed the application and raises no objections to the approval of the reserved matters application.
- 8.30. Parking is shown to be provided throughout the site predominantly in a mix of undercrofts, small parking courts and on forecourts in accordance with the Runnymede Parking Guidance SPD and Surrey County Council Vehicular, Cycle and Electric Vehicle Parking Guidance.
- 8.31. The Outline Planning Permission acknowledged that the overall development was acceptable in transport terms subject to the appropriate mitigation on the local road network and taking account of the impact of the development on the Strategic Road Network through a site specific Travel Plan and Transport Assessment. The principle of a new access onto Bittams Lane has already been given consent under RU.17/1749. Details of the new access to Bittams Lane, improvements to cycle and pedestrian access to the Guildford Road bus stop and crossing adjacent to the bus stop and hospital, parking and cycle layout, management of construction traffic and Travel Plan are all dealt with as part of the outline planning permission
- 8.32. The completed S106 for the outline planning permission agreed a financial contribution of £1,400,000.00 towards mitigation measures on the A320 (which may reduce to £506,000.00 if ground rents are not chargeable). However, this was viability tested and the contribution was based on an indicative scheme and a mix of 200 dwellings at outline stage which is different to the current proposals (in number and mix). As such, in order to comply with Schedule 2, Part 1.6 (h) of the completed S106 Agreement, an updated Viability Assessment will need to be submitted and approved prior to the determination of this application. If the updated Viability Assessment produces a different highways contribution amount, a Deed of Variation to vary the amount will need to be completed. This is a separate consideration, secured by way of planning obligation and the legal

agreement and does not affect the decision for this Reserved Matters Application

### **Residential Amenities**

- 8.33. In regard to the amenities of the neighbouring properties, the proposed development would comply with the no-build zones and maximum heights as set out in the parameter plans and Condition 20 of the approved outline application. The current proposal has evolved and shows a much higher proportion of two storey housing within the sensitive areas adjoining adjacent residential properties. Two storey houses are positioned on the top of the slope with four storey apartment buildings at the bottom and by locating the smaller massing at the top of the slope this minimises impact to the adjacent houses. As a result, the impact (by virtue of reduced building height) will therefore be less.
- 8.34. The massing of apartments is also less as restricted to 4 storeys with flat roofs, thus significantly lower and not maximising overall heights to 5 storeys which could have been achieved under the approved outline application. The amenity of the residents of the existing Parklands Manor Care Home is also protected by virtue of the orientation, separation distances maintained and location of the proposed buildings.
- 8.35. The proposed dwellings along the northern and eastern boundaries of the site would have tiered rear gardens and a generous landscape buffer between these and the boundary of the site and therefore would provide good separation distances to neighbouring properties and would result in no adverse impacts regarding outlook, light provision or loss of privacy or overlooking.
- 8.36. In regard to the amenities of future occupiers all of the homes would meet the required Nationally Described Space Standards and thus meet the minimum floor space requirements set out in Policy SL19. 81% of the dwellings are designed to comply with Building Regulations Part M4(2) for future adaptation, with all apartments having level access from the parking areas to the apartments and the internal arrangements will meet the M4(2) compliance standard.
- 8.37. All houses would have internal arrangements that meet the standards, however, due to the topography of the site, some housing would have stepped access from the parking spaces and therefore are M4(1) compliant. All dwellings would have an individual, external amenity space in the form of an enclosed balcony, terrace or enclosed rear garden area.
- 8.38. The design of the proposed scheme would mean none would overlook each other or directly face onto neighbouring residential properties. The proposals would not be materially overlooked and allow appropriate standards of private amenity space when having regard to site topography, trees and the availability of open space on the site.
- 8.39. Officers have assessed the design and layout of the development and consider that there will be a good standard of amenity for future occupiers and conclude that it would provide a distinctive development which has regard to its setting and adjacent developments.

### **Noise and air quality**

- 8.40. An Air Quality Assessment was submitted with the outline application which concluded that as the application site has air quality levels being well below the objectives, with the implementation of suitable mitigation measures and good site practice, the overall significance of the impacts could be adequately mitigated and controlled to avoid significant effects.
- 8.41. In respect of noise, the Noise Impact Assessment submitted with the outline application considered that the most likely noise impact on the development would be from traffic, in

particularly during the morning and evening peaks and recommended the installation of double glazing and vents to windows and in particular to the proposed development on the Bittams Lane façade.

- 8.42. Conditions 4,19 and 29 of the approved RU.17/1749 outline external materials, Travel Plan and a Construction and Environmental Management Plan (CEMP) to be submitted to secure compliance with the requirements of Policy EE2.

### **Ecology and biodiversity**

- 8.43. An Ecological Assessment (dated Oct 2017) was submitted with the outline application which considered the ecology of the site, however in view of the passage of time since the surveys were conducted it was considered prudent that further bat, badger, reptile and Ecological surveys should be undertaken and secured through conditions 21, 22 and 31. Condition 23 secured a landscape and ecological management plan (LEMP) to be submitted and agreed as part of the reserved matters application.
- 8.44. A Landscape Ecological Management Plan (LEMP) has been submitted with the application in line with Condition 23 which has been updated following comments from Surrey Wildlife Trust. A full and detailed landscape masterplan has also been provided and updated as part of the application.
- 8.45. The submitted LEMP provides full details on biodiversity enhancement measures and management, maintenance and monitoring of retained, created and enhanced habitats. An updated BNG Assessment concludes that the resultant net gain for biodiversity stands to be +3.99% for habitats and +25.44% for hedgerows.
- 8.46. The submitted LEMP and BNG assessment should be read together and addresses the requirement of Condition 23. Surrey Wildlife Trust has raised no objections subject to the development following the recommendations in the Ecological Assessment and LEMP and subject to safeguarding conditions, it is considered that the proposed development can be carried out without any harmful impacts on protected species or habitats and the scheme complies with Policy EE9 and the NPPF.

### **Contaminated Land**

- 8.47. The Council's Contaminated Land Officer has raised no objections to the proposals subject to the submission of a report considering the new proposed use and placement of garden areas which was secured by condition 14 of the outline approval.

### **Drainage**

- 8.48. A drainage strategy has been agreed under the outline approval with SUDs to be submitted and approved prior to commencement and required by Conditions 12 and 13, including designing of a surface water drainage scheme and providing effective attenuation on the site. Surrey County Council as Lead Local Flood Authority (LLFA) is satisfied this meets the requirements set out in the technical Standard and Planning Policy Guidance.
- 8.49. It is therefore considered that the site is capable of dealing with surface water drainage for the development in a sustainable manner which complies with the NPPF and therefore there are no issues of flooding arising from the proposal.
- 8.50. Thames Water has also requested further conditions in respect of Foul and Surface water. The Environment Agency raises no objection, the Council's Drainage Officer also raises no objections and it is considered that the proposal is acceptable in flooding and drainage terms and complies with Policy EE13 and the NPPF.

## **Infrastructure Contributions**

- 8.51. The site lies within 5 km of the Thames Basin Heaths Special Protection Area. 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.
- 8.52. The Applicant is required by the S106 Agreement pursuant to outline application RU.17/1749 to provide mitigation measures which comply with the Council's adopted guidance comprising £903.50 per occupant towards the Council's Suitable Alternative Natural Greenspace (SANG) and £388.80 (following indexation) per occupant in respect of the Strategic Access Management and Monitoring (SAMM).
- 8.53. Therefore, a contribution of £ 426,329.77 is required towards the provision of SAMM in accordance with the Council's Adopted SPD and appropriate contribution towards the provision of SANGS or other suitable mitigation and in compliance with Policy EE10.
- 8.54. As considered in the outline application, in respect of Policy SL17 criteria and the provision of a financial contribution towards the provision of a community hub building and associated infrastructure, this would be delivered through CIL and as the proposed development will have impacts on local infrastructure of education, health and Police, contributions will all be delivered through CIL in compliance with Policy SD7

## **Archaeology**

- 8.55. A desk study was submitted with the outline application which concluded that further archaeological investigations in the form of a trial trench evaluation are required to clarify the nature extent and significance of any archaeology that may be present. This was secured by condition in compliance with the requirements of Policy EE7.

## **Sustainable Design**

- 8.56. An Energy Assessment was submitted with the outline application which indicated that solar pv panels could be installed in the development to provide renewable energy and Condition 24 required further details.
- 8.57. Policy SD8 promotes renewable energy and requires a minimum of 10% of the development's energy needs to be supplied by renewable and/or low carbon sources and new policy SD7 promotes sustainable design.
- 8.58. The proposed development would achieve net zero carbon in operation, with all regulated (heating, hot water, cooling, ventilation and lighting) energy offset by on-site renewable energy. Being a net zero carbon development would significantly exceed local policy and the building regulations requirements.
- 8.59. As set out above, the development would be modular in construction and therefore would be highly engineered, manufactured off-site and then transported onto the site, therefore it would be built out quickly, efficiently and reduces waste and emissions arising from vehicles and plant on site.
- 8.60. The buildings would take a fabric first approach, which would ensure the walls, roofs, floors and openings are designed to minimise heat loss. This approach is coupled with incorporating renewable technologies, such as photovoltaic solar panels on the pitched roofs of the houses and on the flat roof of the apartment blocks, and air source heat pumps used to heat the dwellings.



- 8.61. It is noted that air source heat pump to the north of Block A, whilst located in the no-build zone, however this would be part of a very small structure at 1.7m in height and therefore no larger than a domestic shed. The purpose of the no-build zone was to mitigate overlooking of existing properties and sensitive boundaries. The structure would be located outside any RPAs and would not have any impact of overlooking.
- 8.62. Nevertheless, whilst it is not considered that its location would prejudice the purposes of the no-build zone parameters further information will be required to be submitted to discharge Condition 24.

## **9. PLANNING OBLIGATIONS/COMMUNITY INFRASTRUCTURE LEVY (CIL)**

- 9.1. In line with the Council's Charging Schedule the proposed development would be CIL liable however exceptions may apply.

## **10. EQUALITY AND HUMAN RIGHTS CONSIDERATIONS**

- 10.1 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.

## **11. CONCLUSIONS**

- 11.1 The principle of the development of up to 200 dwellings in buildings up to five storeys in height was established through the grant of outline planning permission RU.17/1749. The current application to consider the reserved matters of appearance, landscaping, layout and scale is, for the reasons set out above, considered to provide an acceptable form of development in compliance with the Development Plan and guidance in the NPPF. The development would provide additional housing as required in the adopted Local Plan.
- 11.2 The application has been the subject of a number of objections and the planning issues raising concerns have been discussed above. The proposals would include the protection of key trees and new planting as part of a landscaping scheme which includes biodiversity

mitigation and enhancement and safeguards protected species. There would be no significant adverse impact on the character of the area, the visual amenities of the street scene or the amenity of adjoining residents. There would be no harmful effects on archaeology and there are not considered to be any detrimental impacts on highway safety, noise or air quality.

- 11.3 The development has been assessed against the following Development Plan policies – SD1, SD2, SD4, SD5, SD7, SD8, SL17, SL19, SL20, SL26, EE1, EE2, EE7, EE9, EE10, 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.

## 12. FORMAL OFFICER RECOMMENDATION

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

1. Time

The reserved matters for which permission is hereby granted must commence not later than two years from the date of this permission, or not later than five years from the date of the outline approval.

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 general accordance with the following approved plans and documents, P1349-ONE-ZZ-XX-DR-L-0001 Rev P15, 02100 Rev P01, 02110 Rev P01, 02150 Rev P12, 02152 Rev P3, 02153 Rev 5, 02160 Rev P03, 02157 Rev P02, 02161 Rev P02, 02200 Rev P01, 02201 Rev P01, 02203 Rev P01, 02204 P01, 02205 Rev P01, 02206 Rev P01, 02210 Rev P01, 02211 Rev P01, 02212 Rev P01, 02213 Rev P01, 02214 Rev P01, 02215 Rev P01, 02220 Rev P01, 02221 P01, 02223 Rev P01, 02224 Rev P01, 02225 P01, 02230 Rev P01, 02231 Rev P01, 02232 Rev P01, 02233 Rev P01, 02234 Rev P01, 02240 Rev P02, 02241 Rev P02, 02242 Rev P01, 2695-PAR-ZZ-XX-DR-C-8650 Rev P01 and 2695-PAR-ZZ-XX-DR-C-8510 Rev P02.

Reason: To ensure high quality design and to comply with Policy EE1 of the Runnymede 2030 Local Plan and guidance in the NPPF.

3. Ecological survey (implementation)

Prior to the felling of any trees associated with this approved development a endoscope inspection of trees for potential bat roosts shall take place and in any event all tree removal works shall take place under ecological supervision.

Reason: To protect the habitat of bats and badgers and the ecological value on the site and to comply with Policy EE9 of the Runnymede 2030 Local Plan and guidance within the NPPF.

4. Biodiversity

The development hereby permitted shall be constructed in accordance with the approved landscape and ecological management plan (LEMP) by ACD Environmental (14/04/2023) and LEMP Addendum October 2023 by Greengage. The LEMP shall be carried out as approved and any subsequent variations shall be agreed in writing by the local planning authority.

Reason: To enhance the biodiversity of the site and to comply with Policies EE9, EE11 and EE12 of the Runnymede 2030 Local Plan and guidance within the NPPF.

5. Foul Water

No development shall be occupied until confirmation has been provided that either:-

1. Foul water Capacity exists off site to serve the development, or
2. A development and infrastructure phasing plan has been agreed with the Local Authority in consultation with Thames Water, or
3. All Foul water network upgrades required to accommodate the additional flows from the development have been completed.

Where a development and infrastructure phasing plan is agreed, no occupation shall take place other than in accordance with the agreed development and infrastructure phasing plan.

Reason: Network reinforcement works may be required to accommodate the proposed development. Any reinforcement works identified will be necessary in order to avoid sewage flooding and/or potential pollution incidents. The developer can request information to support the discharge of this condition by visiting the Thames Water website at [thameswater.co.uk/preplanning](https://thameswater.co.uk/preplanning).

6. Surface Water

No development shall be occupied until confirmation has been provided that either:-

1. Surface water capacity exists off site to serve the development, or
2. A development and infrastructure phasing plan has been agreed with the Local Authority in consultation with Thames Water, or
3. All Surface water network upgrades required to accommodate the additional flows from the development have been completed.

Where a development and infrastructure phasing plan is agreed, no occupation shall take place other than in accordance with the agreed development and infrastructure phasing plan.

Reason: Network reinforcement works may be required to accommodate the proposed development. Any reinforcement works identified will be necessary in order to avoid flooding and/or potential pollution incidents. The developer can request information to support the discharge of this condition by visiting the Thames Water website at [thameswater.co.uk/preplanning](https://thameswater.co.uk/preplanning).

7. Landscaping

Notwithstanding the approved plans or any indication given otherwise, prior to any works above ground level full details of hard and soft landscaping scheme (# shall be submitted to and approved in writing by the Local Planning Authority

This shall include a 'schedule of undertaking' the proposed works and samples of all hard surfacing.

All approved landscaping details shall be undertaken and completed in accordance with the approved 'schedule of undertaking.'

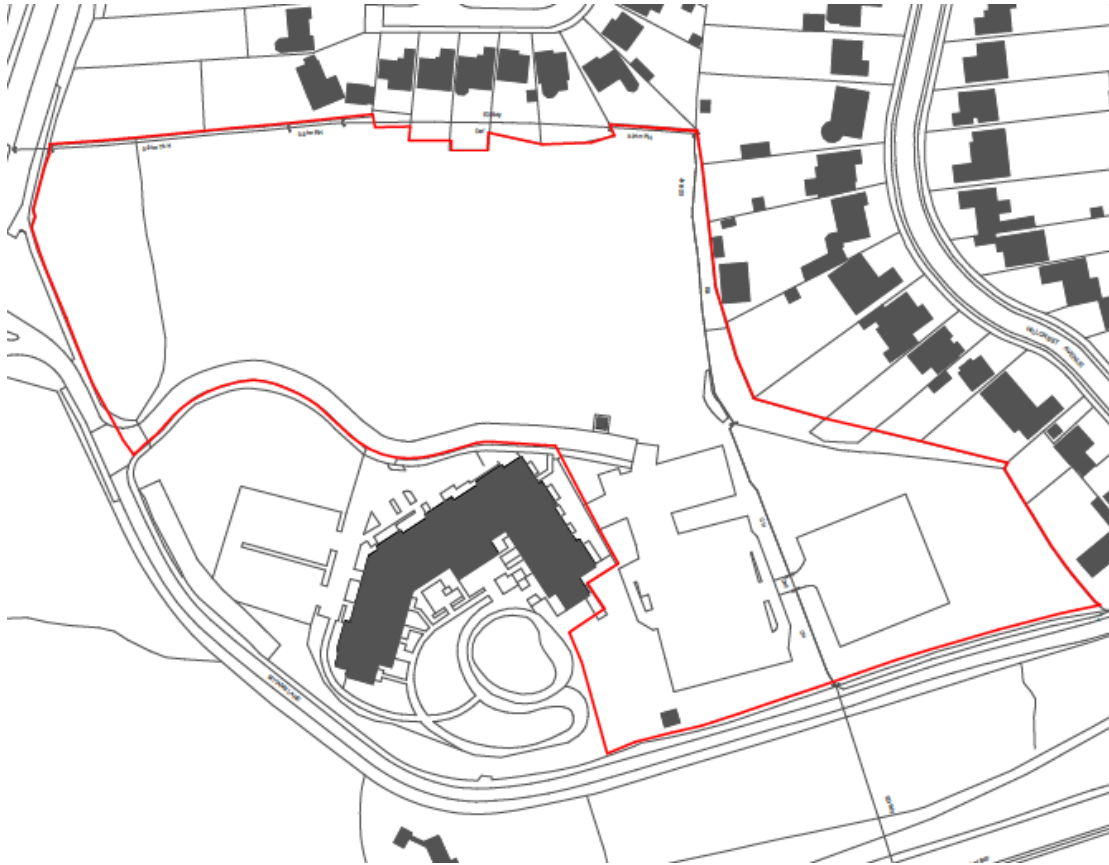
All approved landscaping works shall be retained in accordance with the approved details. If within a period of five years from the date of planting of any tree or shrub shown on the approved landscaping plan, that tree or shrub, or any tree or shrub planted in replacement for it, is removed, uprooted or destroyed or dies, or becomes seriously damaged or defective, another tree or shrub of the same species and size as that originally planted shall be planted in the immediate vicinity, unless the Local Planning Authority gives its prior written permission to any variation.

Reason: To ensure the development is adequately landscaped and to comply with Policy EE9, EE11 and EE12 of the Runnymede 2030 Local Plan and 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. The applicant is advised that the conditions and informatives contained within RU.17/1749, RU.23/1052 and associated S106 agreement remain applicable to the current application.

Site Location Plan



Proposed Site Plan



# Proposed Site Sections



Site Section 1  
1:200



Site Section 2



Site Section 3



Site Section 4  
1:200



Site Section 5  
1:200



Site Section 6  
1:200



Site Section 7  
1:200



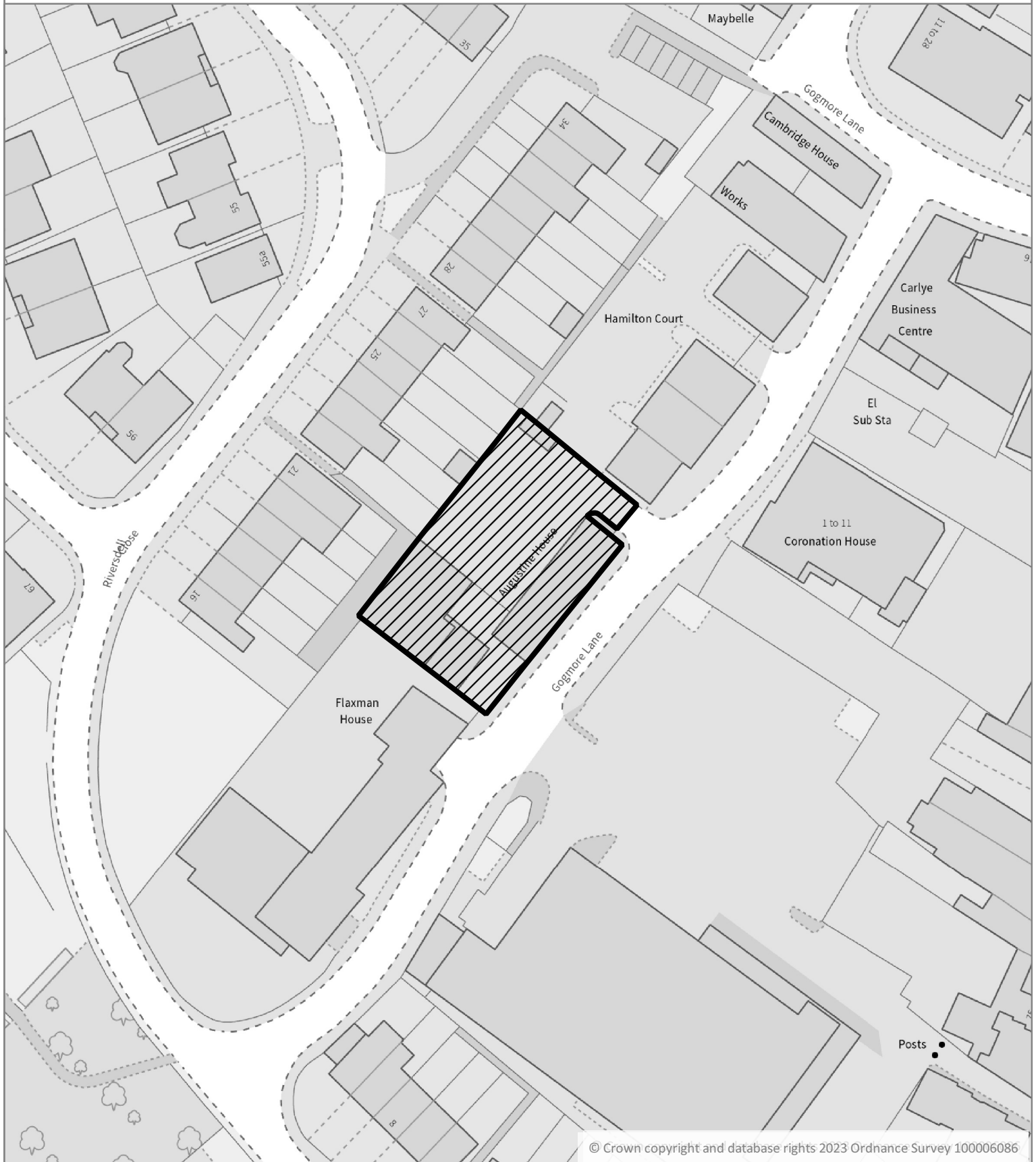


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Runnymede Borough Council  
Runnymede Civic Centre  
Station Road  
Addlestone  
Surrey KT15 2AH

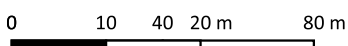
Date: 24/08/2023

Augustine House



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Scale: 1:800



**RU.23/1240**



## COMMITTEE AGENDA REFERENCE: 5B

<b>APPLICATION REF:</b>	<b>RU.23/1240</b>
<b>LOCATION</b>	Augustine House, Gogmore Lane, Chertsey, Surrey, KT16 9AP
<b>PROPOSAL</b>	Demolition of existing buildings and construction of a new mixed use redevelopment including up to 840sqm commercial space (Class E); 9 residential units; and associated refuse, cycle parking and landscaping.
<b>TYPE</b>	Full Planning Permission
<b>EXPIRY DATE</b>	03/11/2023
<b>WARD</b>	Chertsey St Anns
<b>CASE OFFICER</b>	Jennifer Cade
<b>REASON FOR COMMITTEE DETERMINATION</b>	Net increase in residential units and number of letters of representation.
<i>If you have questions about this report please contact Ashley Smith, Victoria Gibson or the case officer.</i>	

### 1. SUMMARY OF RECOMMENDATION

<b>It is recommended the Planning Committee authorises the HoP:</b>	
1.	<b>To grant planning permission subject to conditions</b>

### 2. DETAILS OF THE SITE AND ITS SURROUNDINGS

- 2.1 The application comprises a two storey office building with single storey commercial building to the southern western part of the site and surface car parking to the rear location to the north west of Gogmore Lane. The site has two existing vehicle access points to the north east and south west of the site. The surrounding area is characterised by a mixture of residential and commercial use. Neighbouring property Nexus (previously Flaxman House) located to the south west of the site has been extended and converted into flats and Hamilton Court to the north east has been converted into flats. To the rear are three storey terraced properties which front onto Riversdell Close and to the front of the site is Aldi and its associated car park.
- 2.2 The site is located within the town centre of Chertsey within the Urban Area and partially within Flood Zone 2.

### 3. APPLICATION DETAILS

- 3.1 This application seeks permission for the demolition of existing buildings and construction of a three storey new mixed use development with Commercial space (Class E) and 9 residential units with associated refuse, cycle parking and landscaping.
- 3.2 The proposed new development comprises a three storey building with a mansard roof with accommodation within the roof space. The upper floors overhang the ground floor parking



area. The proposed building would have commercial use at ground (with associated plant equipment) and first floor with 9 residential flats at second and third floors. The building would have a maximum size of approximately 36 metres width, depth of 20 metres and height of 12.8 metres with mansard roof. The second and third floors are stepped in from the first floor.

3.3 The proposed mix is as follows:

<b>Proposed Flats</b>	<b>Type</b>	<b>GIA</b>
Flat 1	1 bed/ 2 person	50.20 sqm
Flat 2	2 bed/ 4 person	79.35 sqm
Flat 3	1 bed/ 2 person	50.20 sqm
Flat 4	1 bed/ 2 person	50.20 sqm
Flat 5	2 bed/ 4 person	79.35 sqm
Flat 6	1 bed/ 2 person	50.20 sqm
Flat 7	3 bed/ 5 person	88.45 sqm
Flat 8	2 bed/ 3 person	63.60 sqm
Flat 9	3 bed/ 5 person	88.45 sqm

Commercial (Class E) floor space: 840sqm

#### **4. RELEVANT PLANNING HISTORY**

4.1 The following history is considered relevant to this application:

<b>Reference</b>	<b>Details</b>
RU.23/0066	Demolition of existing buildings and construction of a new mixed use redevelopment including up to 840sqm commercial space (Class E); up to nine residential units; and associated refuse, cycle parking and landscaping. Withdrawn July 2023
RU.03/0348	Outline Application for the demolition of existing office building and erection of two storey office building and an ancillary building. Grant Consent- subject to conditions May 2003
RU.02/0798	Outline application for the erection of two storey office building. Refuse September 2002
RU.02/0103	Demolition of existing office building and erection of two storey office building comprising 480 square metres and an ancillary building 45 square metres. Withdrawn April 2002
RU.94/0292	Change of use of site from builders yard to office use. Conversion of ground floor stores to office accommodation with associated car parking & single storey rear extension to create toilet block. Amend car parking & access arrangements. Grant Consent- subject to conditions May 1994
RU.87/0327	Erection of two storey office & storage building following demolition of existing buildings K/as George House, Gogmore Lane. Grant Consent- subject to conditions June 1987

RU.87/0089	Erection of 2 storey building of approx. 3,000 sqft to provide office & storage space and provision of eight parking spaces, following demolition of existing buildings. Withdrawn March 1987
CHE.5193	Builders yard and workshop. Grant Consent- subject to conditions February 1947

## 5 SUMMARY OF MAIN RELEVANT STRATEGIES AND POLICIES RELEVANT TO THE DECISION

- 5.1 National Planning Policy Framework and Guidance.
- 5.2 The Runnymede 2030 Local Plan was adopted on 16 July 2020 and the policies have to be read as a whole. Any specific key policies will be referred to in the planning considerations.
- 5.3 SPDs which might be a material consideration in determination:
- Runnymede Borough Parking Guidance (2022)
  - Runnymede Design Supplementary Planning Document (2021)
  - Green and Blue Infrastructure Supplementary Planning Document (2021)
  - Infrastructure Delivery and Prioritisation (2020)
  - Parking Strategy: Surrey Transport Plan (2020)

## 6. CONSULTATIONS CARRIED OUT

### Consultees responses

Consultee	Comments
<b>Environment Agency</b>	No comments received
<b>SCC County Highways Authority</b>	No objection subject to conditions relating to EV charging, cycle parking and vehicle access
<b>SCC Drainage (Lead Local Flood Authority)</b>	No objection subject to SUDS and SUDS verification condition.
<b>RBC Drainage Engineer</b>	No objection subject to conditions relating to a Flood Risk Management Plan
<b>RBC Environmental Health</b>	A full noise and vibration assessment should be carried out prior to commencement and glazing, and trickle ventilators should be installed in line with the recommendations in the noise assessment and details of alternative ventilation methods for front bedrooms should be provided to protect the amenity of future occupiers. Plant equipment must meet noise levels in submitted Plant Noise Impact Assessment.

<b>RBC Contaminated Land</b>	No objection subject to pre-commencement conditions for site characterisation and other matters
<b>RBC Deputy Direct Services</b>	No comments received
<b>RBC Conservation Officer</b>	The existing structures are not considered to be of any special architectural or historic interest and the proposal would not result in any adverse impact on the significance of nearby heritage assets
<b>SCC Archaeology</b>	Due to the site being redeveloped in the past for the existing office building and being outside the Area of High Archaeological Potential there would be no further archaeology requirements.

### **Representations and comments from interested parties**

6.2 88 Neighbouring properties were consulted in addition to being advertised on the Council's website and a site notice was displayed and 14 letters of representation from 12 separate properties have been received which can be summarised as follows:

- Size, scale and design of proposal would be out of keeping with the character of the area
- Overdevelopment of the site
- Concerns regarding increased height in comparison with surrounding buildings
- Setting a precedent for similar schemes in the area
- Planning application RU.02/0798 for a replacement two storey commercial property was refused at the site for being overbearing, increasing level of overlooking and loss of amenity
- Other applications for 4/5 storey buildings have been refused in the local area such as RU.21/1634
- Height, scale and proximity to boundaries would have overshadowing and overbearing impact
- Concerns regarding overlooking and loss of privacy to properties along Riversdell Close to the rear
- Drawings showing comparative heights with neighbouring buildings are inaccurate
- Daylight sunlight assessment has not been verified/ audited
- Concerns regarding noise, disturbance and security from 24/7 gym
- Proposed planting will overhang boundaries causing overshadowing and damage to existing planting
- Have been advised that the minimum distance between buildings should be 30 metres where right to light has been established
- Proposal would exceed 25 degrees from windows to rear of site
- Concerns regarding lack of parking and use of local roads for overspill parking
- Concerns regarding increased traffic from gym use
- Concerns regarding highways safety
- Impact from construction process
- Concerns regarding Sequential Test
- Concerns that proposal would increase flood risk elsewhere
- Discrepancies in supporting documents

- Questions increase in employment of gym from existing office
- Questions whether gym will survive with other gyms in local area
- Concerns regarding impact on other existing gyms within local area

## 7. PLANNING CONSIDERATIONS

7.1 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 as follows:

- The principle of development
- Flooding considerations
- Design considerations including character of the area and heritage assets
- Provision of suitable residential environment
- Impact on neighbouring amenity
- Highways
- Archaeology
- Blue and Green Infrastructure
- Contamination
- Other matters

### The Principle of Development

#### 7.2 *Loss of commercial unit*

The site is within the designated Town Centre of Chertsey. The proposal would result in the loss of the existing office building (300sqm) and sui generis workshop (160sqm), however the proposal would provide 836sqm of Commercial, Business and Services space (Class E) so would result in an increase in commercial floor area in addition to residential units. The site is within the defined town centre of Chertsey where commercial (Class E) on lower floors with residential use on upper floors is encouraged both by Local and National planning policy. The lower floors are proposed to be used as a gym which would create a new leisure facility, but could be occupied by other Class E uses, and providing additional housing in such areas supports local services and facilities and would also help to maintain the vitality and viability of the local centre in accordance with Policy IE6. The surrounding area is mixed use with both commercial and residential uses.

#### 7.3 *Suitability of the site for the proposed use*

The site is located in the urban area in a sustainable location within Chertsey Town Centre. Given its proximity to the primary shopping area, other local centre services and public transport services the location is considered to be suitable for both Commercial, Business and Services (Class E) and residential use. It is recognised that Policy SD1 seeks to encourage new development within the larger settlements of Runnymede of which Chertsey is one, as such the proposal is consistent with Policy SD1. Therefore, the redevelopment of the site for mixed use commercial and residential use is considered acceptable. However, this is subject to other considerations as set out below.

### Flooding Considerations

- 7.4 The application site is located partially within Flood Zone 2 and a Flood Risk Assessment and Sequential Test has been submitted with the application. The proposal is a mixed use scheme and will introduce More Vulnerable (residential) development such that the development will need to pass the Sequential Test. A Sequential Test has been submitted with the application which concludes that there are no other reasonably available sites in areas with lower probability of flooding that would be appropriate to the type of development proposed. Therefore, the Sequential Test is considered to be passed in line with guidance in the NPPF and the Runnymede SFRA. The proposal introduces More Vulnerable development into Flood Zone 2 and therefore the exceptions test is not required.
- 7.5 Finished floor level of the proposed building will be set at 13.65AOD which is 0.1m above the modelled flood event (1 in 100 year +35% for climate change) of 13.55AOD. The proposal consists of 'less vulnerable' use on the ground and first floor (i.e. the proposed commercial use) , and the likely maximum flood depth at the site is less than 150mm and the finished floor level of the proposed building is above the flood level for the modelled flood event. Flood resistant devices are also proposed which are detailed in Section 5 of the submitted Flood Risk Assessment and will be subject to condition.
- 7.6 The Councils Drainage Engineer has reviewed the application and has not raised any objections to the scheme subject to safe access and egress being provided. They have also advised that there is an established safe route out of the Chertsey dry island. Details of a flood risk management plan will be subject to condition. The Lead Local Flood Authority (LLFA) in their role as the statutory consultee on Sustainable Urban Drainage have also reviewed the application and are satisfied that the proposed drainage scheme meets the requirements set out in the submitted Flood Risk Assessment. They have advised that infiltration should not be discounted until proven to be unfeasible. Shallow infiltration from the permeable paving may be possible within the site constraints and should be considered at detailed design. Therefore, the LLFA raises no objection subject to a SUDS and SUDS verification condition. The scheme is considered to comply with Policy EE13.

#### Design Considerations Including Character of the Area and Heritage Assets

- 7.7 The NPPF attaches great importance to the design of the built environment. Proposed new development should respond to local character, be of a high standard of design and seek to improve the character of the area. Paragraph 134 of the NPPF advises that permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area which is also reflected in Policy EE1.
- 7.8 In terms of the design and appearance of the proposed building, the proposed block would be readily visible from Gogmore Lane and also from properties to the rear. The surrounding area is characterised by mainly two and three storey residential buildings (both flats and terraced properties) as well as a flat roof single storey commercial building (Aldi) to the front of the site. The surrounding buildings are mostly brick built with some render also present. The proposed building would be a three storey building with a mansard roof with accommodation within the roof. The building would be constructed of red brick with elements of off white render and brown brick detailing with grey roof tiles. There are several examples of mansard roofs within the surrounding area, such as; Nexus and Coronation House. The materials are similar in style to the surrounding buildings. Therefore, the overall design and appearance is considered to be in keeping with the surrounding area.

- 7.9 The proposed building would have a large footprint, but would not be set further forwards than either neighbouring building (Nexus or Hamilton Court). The building would be set off the side boundary by 1.7 metres on the south western side and 2.7 metres (at first floor and above) on the north eastern side boundary. The stepped in first floor element would extend further to the rear with a separation distance of 4.8 metres from the rear boundary. It is noted that the building would be higher than both neighbouring properties with the eaves height higher than the closest ridge height on both Nexus and Hamilton Court. This would result in a higher more prominent building compared to the neighbouring properties, which is a negative of the scheme, however it is noted that the proposed building would not be a dissimilar height to the terraced properties fronting Riversdell Close to the rear of the site or the southern part of Nexus building. Therefore, although the proposal would result in an increased height and scale of development on the site it is not considered to harmfully dominate the street scene or be out of character with the surrounding area and given its town centre location is considered to comply with Policy EE1.
- 7.10 The site is located close to the Chertsey Conservation Area and can be viewed from various locations within the conservation area. It is also located in proximity to several listed buildings including the Grade II Listed 63-67 Guildford Street and Grade II Listed Kings Head Hotel which have the potential to be impacted through change within their setting. The Council's Heritage Advisor has reviewed the application and advised that the existing structures are not considered to be of any special architectural and historic interest and so the principle of demolition is acceptable. Equally, the proposed structures are not considered to result in any adverse impact on the significance of nearby heritage assets or the ability to appreciate that significance. Therefore, there is no objection to the proposal on heritage grounds in accordance with Policy EE4 and EE5.

#### Provision of Suitable Residential Environment

- 7.11 All proposals are expected to provide high quality homes. Policy EE1 states that development proposals should ensure no adverse impact on the amenities of occupiers of the development proposed. In addition, Policy SL19 of the Local Plan sets out the minimum floor space standards expected for new developments to accord with which has been complied with (detailed in Section 3.2). Each flat is provided with a private terrace/ balcony and the site is also within walking distance of a public green space (Gogmore Farm Park). Several of the flats are single aspect, however none are north facing. A Daylight and Sunlight Assessment has been submitted with the application which confirms that all the proposed flats would benefit from daylight levels in excess of the relevant requirements. Bin and bike stores have been provided for the proposed flats. Therefore, the proposed flats are considered to have suitable internal and external amenity areas in accordance with Policy EE1.
- 7.12 The site is located in proximity to Aldi and the proposal includes commercial use (gym) at ground and first floor. A noise impact assessment and plant noise assessment has been submitted with the application. The Noise Assessment confirms that all internal habitable rooms will meet the required noise levels when fitted with suitable double glazed windows and acoustic trickle ventilation. Bedrooms on the front elevation would need to be provided with alternative ventilation measures. The Councils Environmental Health Officer has reviewed the application and the noise impact assessment and recommends that a full noise and vibration assessment should be carried out prior to commencement, glazing and trickle ventilators should be installed in line with the recommendations in the noise assessment and details of alternative ventilation methods for front bedrooms should be provided to protect the amenity of future occupiers. These can be secured by way of condition.

- 7.13 It would not be considered reasonable to restrict the use of the proposed commercial space to a gym within Class E as the gym use would likely be one of the most disruptive uses within Class E which the scheme has been assessed to be acceptable.
- 7.14 It is noted that several of the balconies, particularly those on the front elevation, will have higher noise levels given the road traffic and proximity to Aldi. However, the noise report states that as the front balconies are set slightly in from the outer edge the expected daytime noise levels are considered to be below the 55dB guidance value. Whilst the balconies may suffer from higher noise levels, the site is within a town centre location where a higher level of noise can be expected. In addition, the site is within walking distance of a Gogmore Farm Park, so future occupiers would be able to access suitable further external amenity areas. Therefore, the proposal is considered to provide suitable levels of amenity of future occupiers in accordance with Policy EE1 and EE2.

#### Impact on Neighbouring Amenity

- 7.15 Turning to existing residents, the closest neighbouring properties are those within Nexus Building, Hamilton Court, and 18-27 Riversdell Close. The first floor (which overhangs the ground floor car parking area) of the proposed building extends further to the rear than the rest of the building which is 4.8 metres from the rear boundary and 16 metres from the rearmost elevation at Nos 20 and 21 Riversdell Close. The first floor serves the gym and has no windows in the rear elevation; however, it will bring first floor built form closer to the rear boundary with a height of approximately 7.9 metres. The upper floors of the building are set further back from the rear boundary. A daylight sunlight report has been submitted with the application which assessed all windows in the rear elevations of 18-27 Riversdell Close as well as their gardens and the nearest side and rear windows at Hamilton Court. The report concluded that taking into account the proposed development, all windows and rear gardens at 18-27 Riversdell Close meet the required guidelines. One window in Hamilton Court failed to meet the required standards, however a further assessment was undertaken, and this window is a secondary window with 2 other windows in the front elevation. Nexus is located to the south west of the proposed development so will not be overshadowed by the proposal.
- 7.16 Notwithstanding this, although the first floor is close to the rear boundary it is set off by almost 5 metres and the upper floors are set further back. The proposal would not break a 45 degree line from the closest rear windows at Nexus or Hamilton Court and the second storey is stepped in significantly compared to the first floor. There are 3 windows in the side elevation of Hamilton Court and 2 windows in the side elevation of Nexus facing the application site. Both side windows in Nexus are obscurely glazed and the side windows on Hamilton Court are all either secondary or serve non habitable rooms. It is acknowledged that the proposed development will result in some harm to properties along Riversdell Close due to the height and massing closer to the boundary, however given the stepping back of the building with mansard roof and the results of the daylight and sunlight report the proposal is not considered to have an unduly harmful impact on neighbouring properties along Riversdell Road such to warrant refusal with regard to amenity.
- 7.17 There is a minimum separation distance between the nearest rear window of the proposed development and the rear boundary of 10 metres and a distance of 21.2 metres to the rear ground floor extension at No. 20 and 21 Riversdell Close and approximately 24.8 metres at first floor. The Runnymede Design Guide states that a distance of 22 metres between habitable rooms is an acceptable distance which the proposal is only marginally below.

Given the separation distances and first floor flat roof with parapet there is not considered to be any unduly harmful overlooking towards properties along Riversdell Close. There are two windows proposed in both side elevations at first floor. These windows serve the gym and are set in from the side boundary by a minimum of approximately 4.7 metres and would overlook the parking areas of both Nexus and Hamilton Court. No other windows are proposed to be inserted in either side elevation. The proposal has been amended since its original submission to bring the balconies for flats 1 and 6 in closer to the building and therefore further from properties to the rear. Flats 2 and 5 have terraces close to the side boundary. To prevent any overlooking or loss of privacy from these terraces a condition is recommended to secure screening to the side of terraces. There are no neighbouring properties directly to the front of the site. Therefore, subject to conditions it is considered that the proposal would not have an unduly harmful impact on the residential amenity of neighbouring properties in accordance with Policy EE1.

- 7.18 It is noted that several letters of representation have raised concerns regarding anti-social behaviour and security concerns. The commercial use (gym) is proposed to be open 24 hours a day. There is nothing to indicate that such a use would specifically result in increased anti-social use and in any case there will be an element of natural surveillance from the residential units above.

#### Highways

- 7.19 The site will modify one of the existing vehicle access points (access point to south west of the site) with the access to the north east to be removed and the footpath reinstated. 26 parking spaces are proposed to be provided (20 for commercial and 6 for residential). It is noted that 6 parking spaces for 9 residential flats is below the guidance in the Runnymede parking SPD, however the site is in a sustainable town centre location in close walking distance to Chertsey Railway Station, other public transport links and local services. Similarly with the commercial use, given the sites sustainable town centre location the lower parking numbers are considered to be acceptable. All residential spaces will have EV charging and 20% of commercial spaces will have EV charging and a further 20% will have passive capacity to meet future demand. The County Highways Authority have assessed the application on safety, capacity and policy grounds and has not raised any objections and recommends conditions in relation to securing EV charging, cycle parking and the modified access points. In addition there will also be 18 cycle spaces for residents and 12 cycle spaces for the commercial use (total of 30), which complies with the relevant standards. Therefore, subject to conditions the proposal is considered to comply with Policy SD4.
- 7.20 The disabled spaces are shown on the plans in unusable places with support columns blocking access. However it is considered there would be space within the site for these spaces to be relocated taking into account the building support columns. A revised more suitable parking layout can be secured by way of condition 18.

#### Archaeology

- 7.21 The site lies close to an area of High Archaeological Potential and an Archaeological Desk Based Assessment has been submitted with the application. Surrey Archaeology have reviewed the Desk Based Assessment and have commented that the report has consulted with all appropriate available sources and has produces a comprehensive overview of the site and surrounding area. The report concludes that the site has a low to moderate potential for the Roman and Early Medieval periods with a low potential for the Prehistoric and



Medieval. However, redevelopment of the site for the existing building will have caused widespread truncation and of any archaeological horizons that may have been present.

- 7.22 Surrey County Council Archaeology agrees that the redevelopment works, particularly the construction of the existing building, will have had a destructive impact on below ground deposits and this, together with the low potential and the fact that the site is outside of the area identified as being of high archaeological potential means that it is unlikely that significant archaeological remains will be present so does not consider that it would be reasonable or proportionate to require any further archaeological works on the site. Therefore, the proposal is considered to comply with Policy EE7.

#### Biodiversity and Blue and Green Infrastructure

- 7.23 The applicant has provided information on blue and green infrastructure within the Planning Statement. The document states that the site is currently entirely hardstanding and given the small size and urban location there is limited opportunity to significantly improve Blue and Green Infrastructure. However, the proposals include permeable pavement for SUDS and a minimum of two small areas of landscaping. The flat roof of the first floor is also proposed to be a green roof (which is shown on the proposed plans) and bird and bat boxes can be provided at points around the building. These measures can be secured by way of condition. Therefore, the proposal is considered to accord with Policy EE9 and EE11 and guidance within the NPPF.

#### Contamination

- 7.24 With respect to contaminated land, a CLD Desk Study has been submitted with the application which concludes that there is little risk for contamination affecting the site, however previous use and works associated with the garage has potential for some contamination in the made ground. It is noted that this area of made ground will be removed as part of the redevelopment and therefore any contaminated material can be addressed at this stage. The Councils Land Contamination Officer has reviewed the submitted information and has recommended pre-commencement conditions for site characterisation and other matters. Subject to suitable conditions the application complies with Policy EE2 (in respect of contamination).

#### Other Matters

- 7.25 A Sustainability and Energy Statement has been submitted with the application. According to the Sustainability and Energy Statement submitted the low carbon and renewable energy proposed will provide carbon emission savings of 66% for the residential element and 6.6% for the commercial unit as part of the detailed design. In addition, the residential units will be provided with ASHP and solar panels will supply 10% of the sites energy demand in line with the requirements of Policy SD8. In addition, the statement specifies that the water consumption will be less than 105L/pp/day. These renewable energy and water efficiency measures will be secured by way of condition.
- 7.26 It is noted that there are solar panels on the southern roof slope of Hamilton Court. It is acknowledged that the proposal will bring development closer and higher in relation to Hamilton Court which may have a negative impact on these existing solar panels. However, the limited contribution of single dwelling panels to climate change objectives does not outweigh the benefits of the proposed development to warrant refusal in its own right.

## 8. PLANNING OBLIGATIONS/COMMUNITY INFRASTRUCTURE LEVY (CIL)

- 8.1 The application proposes a new residential development and therefore would be liable for a Community Infrastructure Levy contribution.

## 9. EQUALITY AND HUMAN RIGHTS CONSIDERATIONS

- 9.1 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 imposed 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.

## 10. CONCLUSIONS

- 10.2 The development has been assessed against the following Development Plan policies - SD1, SD4, SD7, SD8, SL19, EE1, EE2, EE4, EE5, EE9, EE11, 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.

## 11. FORMAL OFFICER RECOMMENDATION

***The HoP be authorised to grant planning permission subject to the following planning 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:

6911-(P)109 Rev H (Proposed Roof Plan), 6911-(P)108 Rev G (Proposed Third Floor Plan) received 09/11/2023

6911-(P)107 Rev G (Proposed Second Floor Plan), 6911-(P)203 Rev G (Proposed South West Elevation), 6911-(P)204 Rev G (Proposed North West Elevation), 6911-(P)205 Rev C (Proposed North East Elevation), 6911-(P)300 Rev H (Proposed Section) received 08/11/2023

6911(P)010 (Location Plan), 6911-(P)104 Rev I (Proposed Site Plan), 6911-(P)105 Rev I (Proposed Ground Floor Plan), 6911-(P)106 Rev F (Proposed First Floor Plan), 6911-(P)202 Rev F (Proposed South East Elevation) received 08/09/2023

Reason: To ensure high quality design and to comply with Policy EE1 of the Runnymede 2030 Local Plan and guidance in the NPPF

### 3 External materials (details required)

Before the above ground construction of the development 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. Development shall be carried out in accordance with the approved details.

Reason: To ensure high quality design and to comply with Policy EE1 of the Runnymede 2030 Local Plan and guidance within the NPPF.

### 4 SuDS (scheme for approval)

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 local planning authority. The design must satisfy the SuDS Hierarchy and be compliant with the national Non-Statutory Technical Standards for SuDS, NPPF and Ministerial Statement on SuDS. The required drainage details shall include:

a) The results of infiltration testing completed in accordance with BRE Digest: 365 and confirmation of groundwater levels.

b) Evidence that the proposed final solution will effectively manage the 1 in 30 (+35% allowance for climate change) & 1 in 100 (+40% allowance for climate change) storm events during all stages of the development. The final solution should follow the principles set out in the approved drainage strategy. If infiltration is deemed unfeasible, associated discharge rates and storage volumes shall be provided using a maximum discharge rate of 1 l/s.

c) Detailed drainage design drawings and calculations to include: a finalised drainage layout detailing the location of drainage elements, pipe diameters, levels, and long and cross sections of each element including details of any flow restrictions and maintenance/risk reducing features (silt traps, inspection chambers etc.). If infiltration is used, confirmation is required of a 1m unsaturated zone from the base of any proposed soakaway to the seasonal high groundwater level and confirmation of half-drain times.

d) A plan showing exceedance flows (i.e. during rainfall greater than design events or during blockage) and how property on and off site will be protected from increased flood risk.

e) Details of drainage management responsibilities and maintenance regimes for the drainage system.

f) Details of how the drainage system will be protected during construction and how runoff (including any pollutants) from the development site will be managed before the drainage system is operational.

Reason: To provide a sustainable development and to comply with Policies SD7, EE12 and EE13 of the Runnymede 2030 Local Plan and guidance within the NPPF.

## 5 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 surface water 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), and confirm any defects have been rectified.

Reason: To ensure that the drainage system is constructed to the national Non-Statutory Technical Standards for SUDS and to comply with Policies SD7, EE12 and EE13 of the Runnymede 2030 Local Plan and guidance within the NPPF.

## 6 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:
  - i. human health;
  - ii. property (existing or proposed) including buildings, crops, livestock, pets, woodland and service lines and pipes;
  - iii. adjoining land;
  - iv. ground waters and surface waters;
  - v. ecological systems;
  - vi. archaeological sites and ancient monuments.

Reason: To ensure that risks from land contamination to the future users of the 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 Policy EE2 of the Runnymede 2030 Local Plan and guidance within the NPPF.

#### 7 Remediation scheme (submission)

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.

Reason: To ensure that risks from land contamination to the future users of the 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 Policy EE2 of the Runnymede 2030 Local Plan and guidance within the NPPF.

#### 8 Remediation scheme (implementation)

If found to be required, the remediation scheme shall be implemented in accordance with the approved timetable of works. Within 3 months of the completion of measures identified in the approved remediation scheme, a verification report (or validation report) that demonstrates the effectiveness of the remediation carried out must be submitted to the Local Planning Authority in writing for approval.

Reason: To ensure that risks from land contamination to the future users of the 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 Policy EE2 of the Runnymede 2030 Local Plan and guidance within the NPPF.

#### 9 Encountered contamination

In the event that contamination that was not previously identified is found at any time when carrying out the approved development, it must be reported in writing immediately to the Local Planning Authority (LPA), and development must stop on that part of the site. An assessment must be undertaken in accordance with the requirements of Condition 6 above, or otherwise agreed in writing 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 LPA in accordance with the requirements of Condition 7 in the form of a Remediation Strategy which follows DEFRA guidance. The measures in the approved remediation scheme must then be implemented in accordance with the approved timetable. Following completion of the measures identified in the approved remediation scheme, a validation (or verification) plan and report must be submitted to and approved in writing by the LPA in accordance with Condition 8.

Reason: To ensure that risks from land contamination to the future users of the 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 Policy EE2 of the Runnymede 2030 Local Plan and guidance within the NPPF.

#### 10 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: In the interests of the safety of future occupiers and to comply with Policy EE13 of the Runnymede 2030 Local Plan and guidance within the NPPF.

#### 11 Floor levels and flood proofing

The finished floor level within the proposed development shall be set at 13.65mAOD and flood proofing of the proposed development shall be incorporated in accordance with Section 5 of the Flood Risk Assessment 4264/2023 received 08/09/2023.

Reason: In the interests of the safety of the future occupiers and to improve flood resilience in the property and to comply with Policy EE13 of the Runnymede 2030 Local Plan , guidance within the NPPF and the Environment Agency's Standing Advice on Development and Flood Risk.

#### 12 Electric vehicle charging points (residential)

An electric vehicle charging point shall be provided for each of the 6 residential parking spaces. As a minimum, the charge point specification shall be 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 ensure sustainable design and to comply with Policy SD7 of the Runnymede 2030 Local Plan and guidance in the NPPF.

#### 13 Electric vehicle charging points (commercial)

For the 20 parking spaces allocated to the commercial use: Electric vehicle charging points shall be provided to 20% of the available spaces. As a minimum, the charge point specification shall be 7kW mode 3 with type 2 connector- 230v AC 32 Amp single phase dedicated supply. In addition, a further 20% of the available spaces shall be provided with a power supply (feeder pillar or equivalent) permitting future connection for electric vehicle charging. The charging points shall be retained for the lifetime of the development.

Reason: To ensure sustainable design and to comply with Policy SD7 of the Runnymede 2030 Local Plan and guidance in the NPPF.

14 Cycle storage (residential)

The development hereby approved shall not be first occupied unless and until the proposed dwellings have been provided with parking for a minimum of 18 bicycles in a robust, secure enclosure in accordance with the approved plans and thereafter retained and maintained to the satisfaction of the Local Planning Authority.

Reason: To encourage active and sustainable travel and to comply with Policy SD3 of the Runnymede 2030 Local Plan and guidance within the NPPF.

15 Cycle storage (commercial)

The development hereby approved shall not be first occupied unless and until the proposed commercial unit has been provided with parking for a minimum of 4 bicycles in a robust, secure enclosure in accordance with the approved plans and thereafter retained and maintained to the satisfaction of the Local Planning Authority.

Reason: To encourage active and sustainable travel and to comply with Policy SD3 of the Runnymede 2030 Local Plan and guidance within the NPPF.

16 Modified Access

No part of the development shall be first occupied or first opened for trading unless and until the proposed modified vehicular access to Augustine House 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 0.6m high.

Reason: In order that the development should not prejudice highway safety nor cause inconvenience to other highway users and to comply with Policy SD4 of the Runnymede 2030 Local Plan and guidance within the NPPF.

17 Modified Access

The development hereby approved shall not be first occupied unless and until the existing northern access the site to Gogmore Lane has been permanently closed and any kerbs, verge, footway, fully reinstated.

Reason: In order that the development should not prejudice highway safety nor cause inconvenience to other highway users and to comply with Policy SD4 of the Runnymede 2030 Local Plan and guidance within the NPPF.

18 Parking

Notwithstanding what is shown on the approved plans, the development hereby approved shall not be first occupied / first opened for trading unless and until space has been laid out within the site in accordance with a scheme to be submitted to and approved in writing by the Local Planning Authority for vehicles (including 3 disabled parking spaces) to be parked. Thereafter the parking area 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 Policy SD4 of the Runnymede 2030 Local Plan and guidance within the NPPF.

## 19 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 green roof and 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 and biodiversity of the surrounding area and to comply with Policies EE1, EE9 and EE11 of the Runnymede 2030 Local Plan and guidance within the NPPF.

## 20 Side screen to balcony

Before the development hereby permitted is occupied, details of the proposed 1.8 metre high screen along the edge of the balcony/terraces at second floor level on the rear elevation 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 property and to comply with Policy EE1 of the Runnymede 2030 Local Plan and guidance within the NPPF.

## 21 Balconies

The first and second floor flat roof areas of the development hereby approved shall not be used as a balcony, roof terrace, sitting out area or similar amenity area, nor shall any railings or other means of enclosure be erected on top of, or attached to, the side of the extension without the grant of further specific permission from the Local Planning Authority.

Reason: In the interests of the amenities of the occupiers of adjoining residential properties and to comply with Policy EE1 of the Runnymede 2030 Local Plan and guidance within the NPPF.



## 22 Sound insulation

Prior to the first use of the development hereby approved, a full noise and vibration assessment to determine what level of sound insulation and vibration controls are required shall be submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be carried out concurrently with the development of the site and shall then be implemented in full.

Reason: To protect the occupants of the new development from noise disturbance and to comply with Policy EE2 of the Runnymede 2030 Local Plan and guidance within the NPPF.

## 23 Ventilation scheme

The development hereby approved shall be constructed with glazing and trickle ventilators on residential units in accordance with the recommendations of Table 9 on Page 18 of the Planning Noise Assessment 91166/PNA received 08/09/2023.

Such measures as approved shall be fully installed prior to first occupation of the development and shall be retained for the lifetime of the development.

Reason: To prevent exposure to poor air quality that would otherwise have an adverse impact on health and quality of life of people living in the development and to comply with Policy EE2 of the Runnymede 2030 Local Plan and guidance in the NPPF.

## 24 Ventilation scheme (front of building)

Prior to the commencement of above ground construction of the development, a scheme for providing alternative ventilation to bedrooms on the Gogmore Lane elevation, shall be submitted to and approved in writing by the Local Planning Authority.

The approved mitigation scheme shall be implemented in its entirety before any of the units are occupied and retained and maintained for the lifetime of the development.

Reason: To prevent exposure to poor air quality that would otherwise have an adverse impact on health and quality of life of people living in the development and to comply with Policy EE2 of the Runnymede 2030 Local Plan and guidance in the NPPF.

## 25 Plant and equipment

Prior to the first use/occupation of the development hereby approved, details, including acoustic specifications, of the fixed plant (as shown in the approved plans) and equipment associated with air moving equipment, compressors, generators or mechanical ventilation and extraction and filtration plant or similar equipment to be installed in connection with the development, 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 amenities of occupiers of nearby properties and to comply with Policy EE2 of the Runnymede 2030 Local Plan and guidance within the NPPF.

## 26 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 sustainable development and to comply with Policy SD7 of the Runnymede 2030 Local Plan and guidance within the NPPF.

## 27 Renewable energy (details required)

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). This shall include sections of the proposed photovoltaic panels on the roof of the building.

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 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 Policies SD8 and EE1 of the Runnymede 2030 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 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.

#### 3 Permitted Development Rights - Flats

The applicant and potential occupiers are advised that the flats hereby approved do not have any permitted development rights.

4 The applicant is expected to ensure the safe operation of all construction traffic to prevent unnecessary disturbance obstruction and inconvenience to other highway users. Care

should be taken to ensure that the waiting, parking, loading and unloading of construction vehicles does not hinder the free flow of any carriageway, footway, bridleway, footpath, cycle route, right of way or private driveway or entrance. The developer is also expected to require their contractors to sign up to the "Considerate Constructors Scheme" Code of Practice, ([www.ccscheme.org.uk](http://www.ccscheme.org.uk)) and to follow this throughout the period of construction within the site, and within adjacent areas such as on the adjoining public highway and other areas of public realm.

5 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. Electric Vehicle Charging Points shall be provided in accordance with the Surrey County Council Vehicular, Cycle and Electric Vehicle Parking Guidance for New Development 2023.

6 The permission hereby granted shall not be construed as authority to carry out any works (including Stats connections/diversions required by the development itself or the associated highway 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 (including Stats connections/diversions required by the development itself or the associated highway 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/permits-and-licences/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](http://www.surreycc.gov.uk/people-and-community/emergency-planning-and-community-safety/flooding-advice).

7 The applicant is advised that as part of the detailed design of the highway works required by the above conditions, the County Highway Authority may require necessary accommodation works to street lights, road signs, road markings, highway drainage, surface covers, street trees, highway verges, highway surfaces, surface edge restraints and any other street furniture/equipment.

8 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).

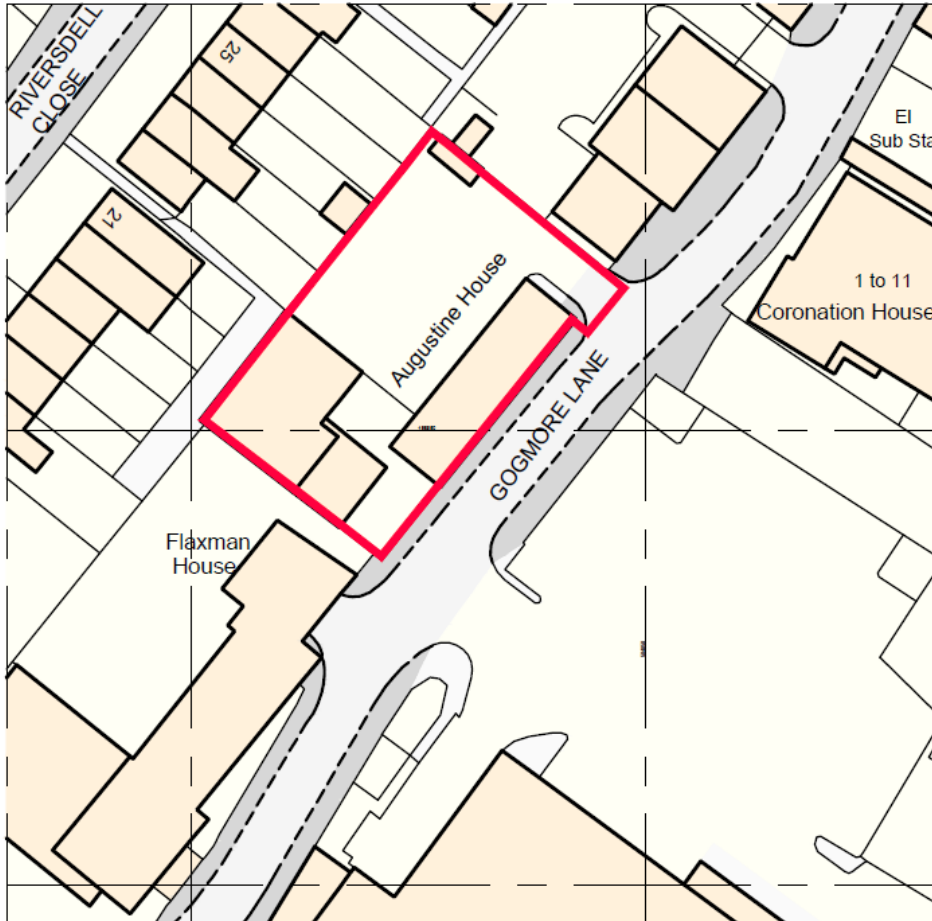
9 The developer is advised that in relation to condition 22 that it is unlikely that typical levels for sound insulation within building regulations will be sufficient and these will need enhanced potentially to at least 57dB DnT,w. Additionally it is suggested that design targets for the gym/commercial noise levels should be Daytime (0700-2300hrs) – 20 dB L<sub>Amax</sub> and Night-time (2300-0700hrs) – 10 dB L<sub>Amax</sub>

10 The developers attention is drawn to the recently released ProPG document on Gym Noise.

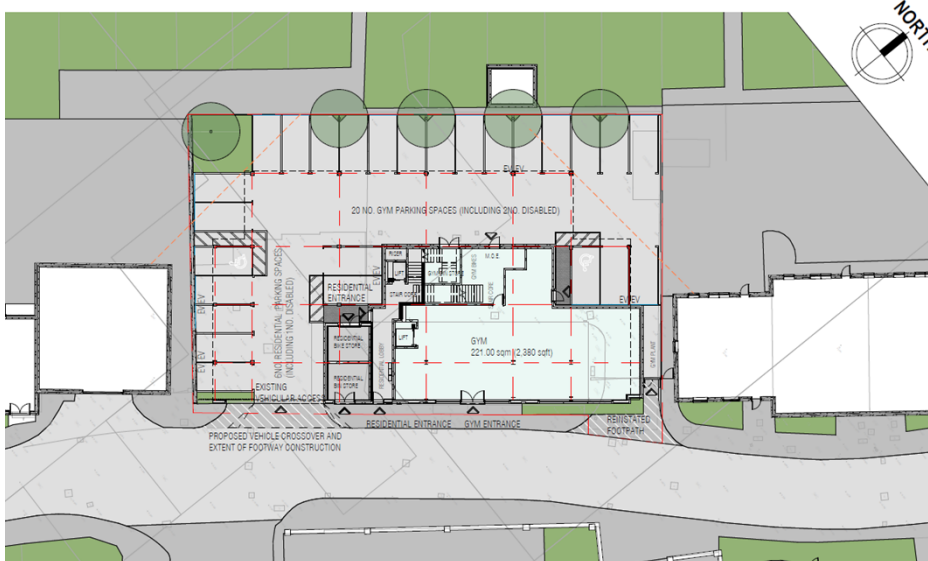
11. If proposed works result in infiltration of surface water to ground within the Source Protection Zone the Environment Agency will require proof of surface water treatment to achieve water quality standards

# RU.23/1240 Augustine House

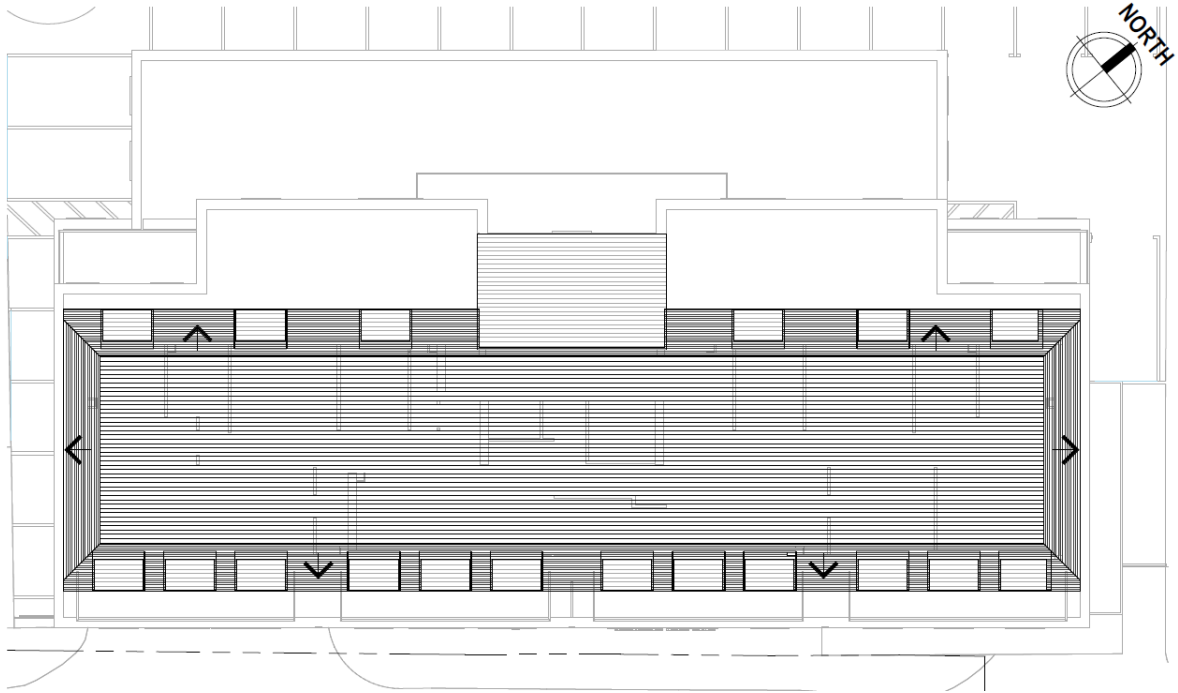
## Site Location Plan



## Proposed Site Plan



Proposed Roof Plan



Proposed Elevations







FOR LOCATION PURPOSES ONLY

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

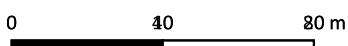
Date: 24/08/2023

10 Larchwood



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Scale: 1:500



**RU.23/1078**





## COMMITTEE AGENDA REFERENCE: 5C

<b>APPLICATION REF:</b>	<b>RU.23/1078</b>
<b>LOCATION</b>	10 Larchwood Drive, Englefield Green, Surrey, TW20 0SH
<b>PROPOSAL</b>	Double storey side extension and change of use from a single dwelling into a HMO (Sui Generis).
<b>TYPE</b>	Full Planning Permission
<b>EXPIRY DATE</b>	06/10/2023
<b>WARD</b>	Englefield Green West
<b>CASE OFFICER</b>	Catrin Davies
<b>REASON FOR COMMITTEE DETERMINATION</b>	NUMBER OF LETTERS OF REPRESENTATION
<i>If you have questions about this report please contact Ashley Smith, Victoria Gibson or the case officer.</i>	

### 1. SUMMARY OF RECOMMENDATION

<b>It is recommended the Planning Committee authorises the HoP:</b>	
A	The HoP be authorised to grant planning permission subject to the completion of a Section 106 Legal Agreement (S106) under the Town and Country Planning Act 1990 (as amended) and conditions as recommended in section 11 of this report. AND
B	The HoP be authorised to refuse planning permission should the S106 not progress to his satisfaction or if any significant material considerations arise prior to the issuing of the decision notice that in the opinion of the HoP would warrant refusal of the application. Reasons for refusal relating to any such matter are delegated to the HoP.

### 2. DETAILS OF THE SITE AND ITS SURROUNDINGS

2.1 The application site is an end of terraced property located on the western side of Larchwood Drive. The application site is within a prominent located as it is on the junction between Larchwood Drive and Sycamore Walk. The site has an existing garage to the rear. Larchwood Drive is characterised by terraced and semi-detached property all of a similar design and style. There is a clear and distinct character to the area with a set building line.

2.2 The site is within:

- Thames Basin Heath SPA 5km buffer zone
- Englefield Green Village Neighbourhood Plan (Historic Core Character Area)

### 3. APPLICATION DETAILS

- 3.1 The application involves the construction a two storey side extension. With reference to the below planning history the extensions are identical to those approved under (now expired) planning permission RU.17/1073
- 3.2 The proposed extensions would facilitate the change of use to an 8 bedroom House of Multiple Occupancy (Sui Generis use). Plans have been amended since the initial submission, to reduce the number of bedrooms down from 9 to 8. 3 bedrooms are proposed to have en-suite bathrooms and there are a further x2 bathrooms. A kitchen and living area are also proposed.

### 4. RELEVANT PLANNING HISTORY

- 4.1 The following history is considered relevant to this application:

Reference	Details
RU.17/1073	Two storey side and rear extension- Grant Consent - subject to conditions- 21/08/2017
RU.06/1331	Erection of part single storey, part two storey side extension- 23/01/2007

### 5. SUMMARY OF MAIN RELEVANT STRATEGIES AND POLICIES RELEVANT TO THE DECISION

- 5.1 National Planning Policy Framework and Guidance.
- 5.2 The Runnymede 2030 Local Plan was adopted on 16 July 2020 and the policies have to be read as a whole. Any specific key policies will be referred to in the planning considerations.
- 5.3 SPDs which might be a material consideration in determination:
- Green and Blue Infrastructure (November 2021)
  - Runnymede Parking Guidance (November 2022)
  - Runnymede Design Guide
- 5.4 This site falls within the designated Englefield Green Neighbourhood Area. The Englefield Green Village Neighbourhood Forum have submitted a Neighbourhood Plan and in October 2023 the Council's Decision Statement was published. Planning Policy Guidance indicates that where a Local Planning Authority has issued its Decision Statement, the policies can be given significant weight in decision-making, so far as they are material to an application. The documents listed below are therefore given significant weight to this application.
- Englefield Green Village Neighbourhood Plan
  - Englefield Green Village Design Codes

## 6. CONSULTATIONS CARRIED OUT

### Consultees responses

Consultee	Comments
SCC County Highway Authority	No objection subject to conditions
Englefield Green Village Neighbourhood Forum	Objects on the grounds that the proposal is contrary to Local Plan Policy SL21 and on highway grounds.

### Representations and comments from interested parties

6.2 Five Neighbouring properties were consulted in addition to being advertised on the Council's website. Following this x24 letters of representation have been received from individual addresses, comments made can be summarised as:

- Impact on the street scene
- HMO negatively impacting the character of the area/loss of services/impact on school
- Highways impact
- Concerns about the lack of parking
- Concerns about anti-social behaviour/noise/verbal abuse
- There are too many HMO's in the area
- Contradicts policy SL21 as there would be a loss of residential property
- Impact on drainage within the area
- Impact on neighbouring amenity
- Does not meet fire safety regulations
- The bin/recycling is inadequate
- There is not a requirement for another HMO

## 7. PLANNING CONSIDERATIONS

7.1 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:

- Principle of the proposed use
- Design Consideration
- Highways
- Residential amenity of future occupiers
- Neighbouring amenities
- Residential Amenity

- Ecology and Biodiversity
- Thames Basin Heaths Special Protection Area
- Other matters

#### Principle of the proposed use

- 7.2 There is no adopted Local Plan policy which specifically relates to the consideration of applications for HMO accommodation. Policy SL21 of the Local Plan deals with the presumption against the loss of *residential*. The building stills remains in a form residential use, it may not be a single dwelling house but it is still a form of residential accommodation. Accordingly, the proposal is consistent with this policy. Therefore, whilst the letters of representation and comments from Englefield Green Village Neighbourhood are noted regarding the intensification of HMOs in the area, and the potential loss of dwelling homes there is no in 'in principle' objections to the proposed use.
- 7.3 Indeed, planning permission is not required to change the use of a dwelling house to an HMO for up to six people, such a change could be done under pemritetd development. This application seeks permission for an HMO for eight occupants, i.e. two additional bedrooms above that which could be undertaken without the need for planning permission. This fallback position is a strong material consideration, as whilst planning permission is being sought for the proposal as a whole, it is the additional two bedrooms (and the extension to the property) for which planning permission is for all intent and purposes required.

#### Design Consideration

- 7.4 Policy EE1 seeks attractive and resilient places that make a positive contribution to the landscape setting, paying respect to layout, form, and scale. Policy EE1 (Townscape and Landscape Quality), seeks to create high quality and inclusive design which responds to local context. Regard should also be had to the Runnymede Design Guide SPD. The NPPF further strengthens the importance of good design to create '*high quality, beautiful and sustainable buildings, and places*' (para. 126, NPPF).
- 7.5 The proposed front/side extension is set back from the front building line and whilst the height of the extension matches that of the existing dwelling, as this is set back from the main two storey front articulation the extension does not dominate the existing dwelling. In terms of the wider streetscene, the two storey proposal would respect the existing building line. The proposed extension would be close to the side boundary of the property, however the proposal is on a corner plot and the road to Sycamore Walk provides suitable separation distance between properties. Therefore the proposed extensions are considered to be visually acceptable to the building and wider streetscene. The extensions are proposed to facilitate the proposed change of use, however given the house will remain as one property it is not considered that the proposal would have a detrimental impact on the character and appearance of the area. The proposal is considered to comply with EE1 of the Runnymede Local Plan, as well a Policy ND5 of the draft Neighbourhood Plan and policy HO.05 of the draft Englefield Green Design Code

#### Highways

- 7.6 The proposal is within a sustainable location, within walking distance to local amenities and services. Policy SD4 states "The Council will support development proposals which maintain or enhance the efficient and safe operation of the highway network and which take account of the needs of all highway users for safe access, egress and servicing

arrangements". Paragraph 111 of the National Planning Policy Framework states "Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe". It is not considered that the change of use from a dwelling house to an HMO would result in a significant additional increase in vehicular movements which would give rise to cumulative impact upon highway capacity. Nor does the proposal raise any implications in terms of highway safety. The highway authority has raised no objections to this proposal subject to conditions.

7.7 Turning to parking provision. Paragraph 4.10 of the Parking Guidance states "*The parking guidance included in this SPD expresses neither a maximum nor minimum standard for residential development. This is to enable development proposals to respond fully and flexibly to the characteristics of their location, taking account of the availability of alternative means of travel in the area, car parking issues in the locality and to make the most efficient use of land*". The proposal remains in a sustainable location where there is less need to rely on a private vehicle. The proposal includes a garage. This is the existing parking arrangement for the dwelling house. Whilst the change of use could give rise to more occupiers living independently from each other the site remains one in a sustainable location. As such it is considered that the proposal complies with the Parking Guidance, which allows flexibility subject to site specific considerations with no maximum or minimum standard.

7.8 The proposal includes space within the rear garden for a cycle store for at least 8 cycles and therefore complies with policy SD4 of the Runnymede Local Plan. This can be secured by way of recommended condition.

#### Residential amenity of future occupiers

7.9 Policy EE1 sets out that "*all development proposals will be expected to ensure no adverse impact on the occupiers of the development proposed*". The Runnymede Design SPD states that "*All dwellings must be designed with high quality internal and external space, in an appropriate layout, to accommodate different lifestyles and a range of private and communal activities. Accommodation must be designed to provide suitable levels of natural daylight and sunlight to new and existing properties ...*". The document also provides further guidance of such matters including noise and pollution. All proposals are expected to provide high standard of amenity for all existing and future users in accordance with paragraph 130 of the National Planning Policy Framework (NPPF).

7.10 Policy EE1 requires a good standard of external and internal amenity space for future occupiers. In October 2018 the government introduced new minimum bedroom sizes for HMOs. These are: Room used for sleeping by 1 adult: No smaller than 6.51 m<sup>2</sup>. Room used for sleeping by 2 adults: No smaller than 10.22 m<sup>2</sup>. The applicant has specified the number of tenants as 8. Each bedroom complies the room size regulations. All habitable rooms would have windows and outlook onto the rear garden and front area respectively. While the proposal would cover an area of the garden there is considered sufficient space remaining that occupants would still have access to external amenity space. Therefore, and very much on balance, the proposal would provide an acceptable standard of amenity for future occupiers.

#### Neighbouring amenities

7.9 Policy EE1 sets out that "*all development proposals will be expected to Ensure no adverse impact ...to neighbouring property or uses*". The Council's Design SPD also provides advice on the impact of development to residential amenity of neighbouring

property stating that amenity includes privacy, outlook, overlooking, daylight, overshadowing and the visual dominance of the proposed development.

- 7.10 The properties most impact by the proposal are No.8 and No.12. As the application site is a corner plot there would be meaningful separation distance between the extension and No.8. Regarding No.12 which lies to the west the proposed side extension would not extend any closer No.12 than the existing dwelling. It is therefore considered the proposal has an acceptable impact on neighbouring amenities and complies with EE1 of the Runnymede Local Plan and Policy ND1 of the Englefield Green Village Neighbourhood Plan.
- 7.11 In terms of the potential impact on neighbouring amenity, regarding noise and disturbance, it is not considered that the activities associated with a HMO for up to eight people would give rise to amenity issues. The use proposed use would not result in a significant increase in activities above and beyond what could take place without the need for planning permission. Certainly, and with reference to some of the letters of representations made against this proposal, there is nothing to indicate that potential future residents would result in any increased anti-social issues. For these reasons the proposal is considered to comply with EE1 of the Runnymede Local Plan and Policy ND1 of the Englefield Green Village Neighbourhood Plan.

#### Ecology and Biodiversity

- 7.12 Policy SD7, EE9 and EE11 deal with sustainability and biodiversity and sets out that development proposals should demonstrate that consideration has been undertaken to maintain and protect the existing biodiversity on site and also demonstrate net gains in biodiversity. The Green and Blue Infrastructure Supplementary Planning Document (SPD) provides further guidance on sustainability and biodiversity and states “development, at whatever scale, can contribute towards delivery of a high quality multi-functional green and blue infrastructure network by providing, protecting, maintaining and enhancing green and blue infrastructure assets”.
- 7.13 Given the existing residential use of the site there is nothing to indicate there are any ecological/ biodiversity features which need to be protected or mitigated as part of this proposal. Biodiversity net gains is a requirement of local and national planning permission and given the nature of this proposal it is considered that this can be secured via recommended condition.

#### Thames Basin Heaths Special Protection Area

- 7.14 Policy EE10 (Thames Basin Heaths Special Protection Area) and the Thames Basin Heaths Special Protection Area Supplementary Planning Document (SPD- April 2021) states that additional development beyond the 400m Special Protection Area exclusion zone, but built within 5km of the Special Protection Area boundary will need to put in place adequate measures to avoid and mitigate potential effects on the Special Protection Area Adequate measures includes contributions to Suitable Alternative Natural Green Space (SANG) and make a financial contribution to Strategic Access Management and Monitoring (SAMM) at the Special Protection Area.
- 7.15 The first payment is towards the provision of a Suitable Alternative Natural Greenspace (SANG). The second is towards the Strategic Access Management and Monitoring funds. In accordance with the Council adopted SPD for this area a financial contribution of £7,860,45 is required towards SANG and a further £3,574,57 towards SAMM. The applicant has agreed to enter into a legal agreement to secure this mitigation.

### Other matters

- 7.16 Regarding the letters received many concerns raised have been discussed above. Regarding the matter of fire safety this is not a planning matter and therefore falls outside the scope of this assessment.

## **8. PLANNING OBLIGATIONS/COMMUNITY INFRASTRUCTURE LEVY (CIL)**

- 8.1 The application is not liable for CIL.

## **9. EQUALITY AND HUMAN RIGHTS CONSIDERATIONS**

- 9.1 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.

## **10. CONCLUSIONS**

- 10.2 In summary there are no policies within the Local Plan, or other policy guidance which, in principle, prevents or restricts the use of such a property as a House of Multiple Occupancy. The proposal is considered to be visually appropriate, is not considered to raise any highway safety issues and having regard for the site's sustainable location the level of parking is considered appropriate for this proposal. It is considered that this application would provide a suitable level of residential amenity and is not considered to raise any issues in terms of detrimental impact on neighbouring properties. It is not considered that the proposal raises any other issues and as such is recommended for approval.

The development has been assessed against the following Development Plan policies – SL21, EE1, SD7, EE9, EE10 and EE11 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

## 11. FORMAL OFFICER RECOMMENDATION

### *Recommendation Part A:*

***The HoP be authorised to grant planning permission subject the completion of a Section 106 legal agreement under the Town and Country Planning Act 1990 (as amended) to secure the following obligations:***

### **2. Planning Obligations of:**

#### ***(i) SANG AND SAMM***

***And the subject to the following planning 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:

C01 Rev A received 24/10/2023 (amended plan)

C02 Rev A received 24/10/2023 (amended plan)

C03 Rev A received 24/10/2023 (amended plan)

C04 received 24/10/2023

C06 received 24/10/2023

Location Plan



Reason: To ensure high quality design and to comply with Policy EE1 of the Runnymede 2030 Local Plan and guidance in the NPPF

3. HMO bedrooms

The development hereby approved shall be an HMO of no more than 8 persons.

Reason: In the interests of the amenities of the occupiers of adjoining residential properties and to comply with Policy EE1 of the Runnymede 2030 Local Plan and guidance within the NPPF.

4. Materials

The development hereby permitted shall be constructed entirely of the materials as stated in the submitted valid planning application form.

Reason: To ensure high quality design and to comply with Policy EE1 of the Runnymede 2030 Local Plan and guidance within the NPPF.

5. Biodiversity

Prior to commencement of works above ground level details of the measures to improve and enhance biodiversity at the site shall be 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 occupation of the development.

Reason: To enhance the biodiversity of the site and to comply with Policies EE9, EE11 and EE12 of the Runnymede 2030 Local Plan and guidance within the NPPF.

6. Cycle Storage

The development hereby approved shall not be first occupied unless and until each of the proposed dwelling rooms have been provided with bicycle parking in a robust, secure enclosure, for a minimum of 8 spaces, in accordance with the approved plan and thereafter retained and maintained to the satisfaction of the Local Planning Authority.

Reason: The above condition is required in order that the development should not prejudice highway safety nor cause inconvenience to other highway users. The above condition is required in recognition of Section 9 'Promoting Sustainable Transport' in the National Planning Policy Framework 2021 and policy SD3 and SD4 of the Runnymede Local Plan.

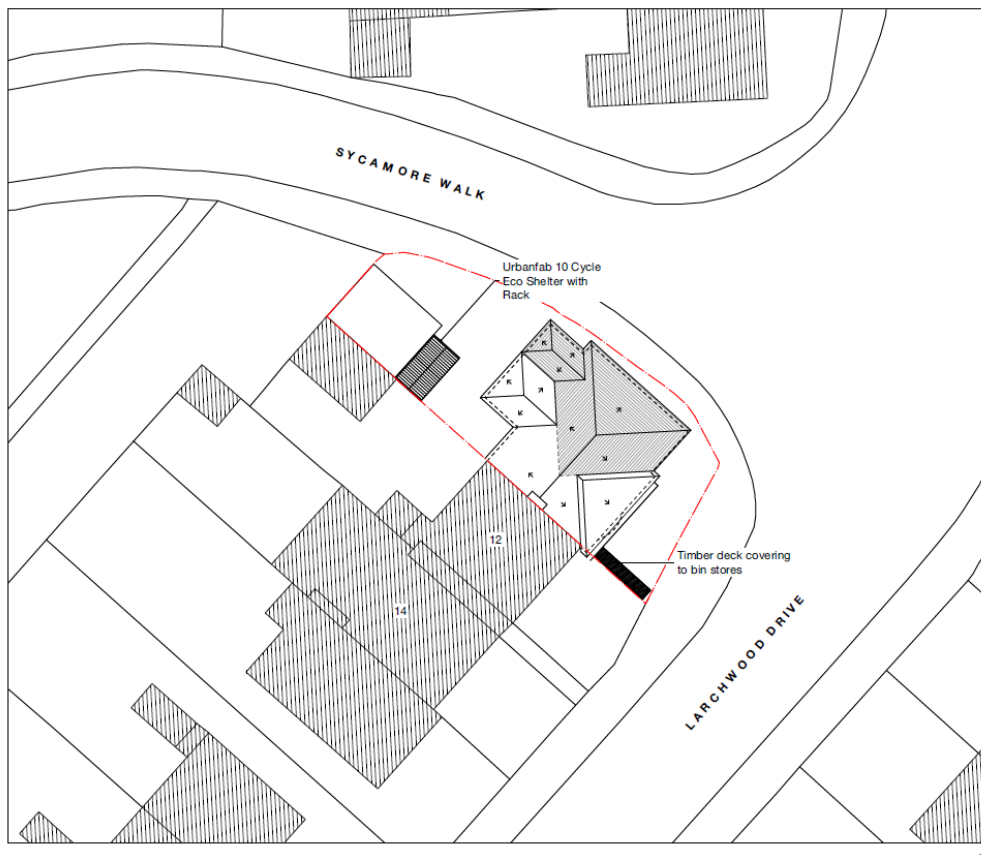
Recommendation B:

The HoP be authorised to refuse planning permission should the S106 not progress to his satisfaction or if any significant material considerations arise prior to the issuing of the decision notice that in the opinion of the HoP would warrant refusal of the application. Reasons for refusal relating to any such matter are delegated to the HoP.

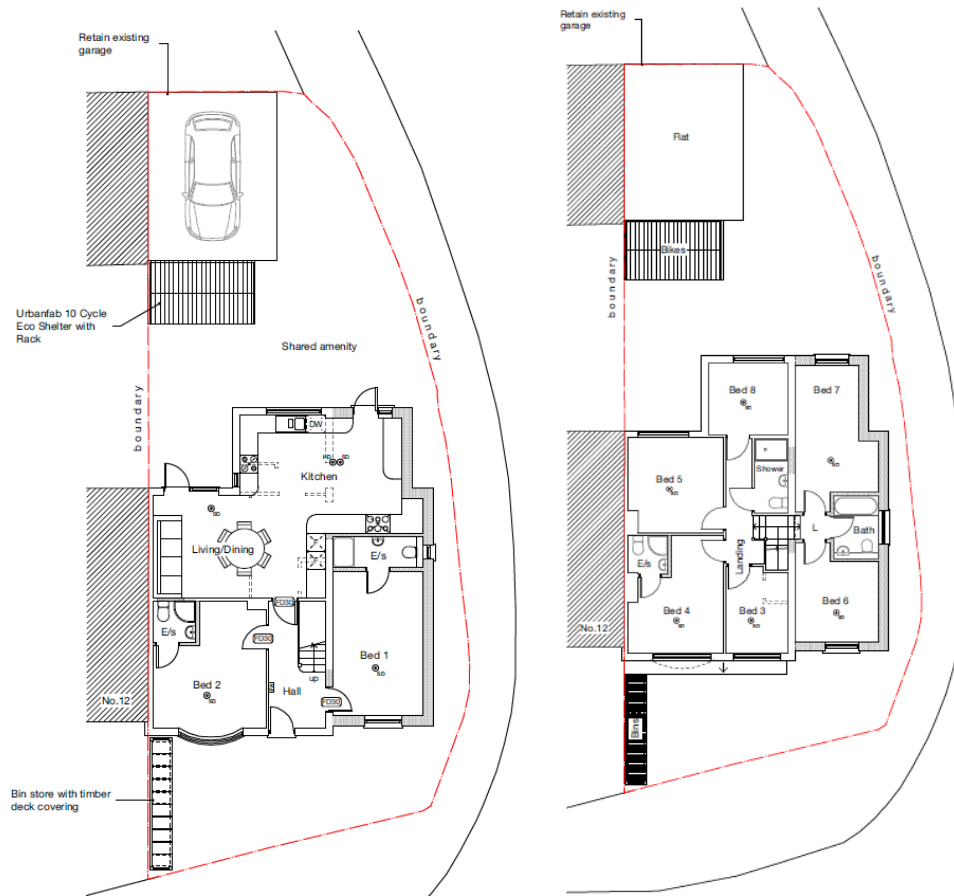
Site Location Plan



Proposed Site Plan



## Proposed floor plans



## Proposed elevations





**NORTH-WEST**  
Rear

<b>Report title</b>	<b>Planning Committee Proposed Fees and Charges 2024/25</b>
<b>Report author</b>	Jill Stockdale / Ashley Smith
<b>Department</b>	Financial Services / Planning
<b>Exempt?</b>	No

**Purpose of report:**

To resolve

**Synopsis of report:**

To set out the context and rationale for changes to fees and charges for the next financial year for the services managed by this committee and to recommend that the proposed fees and charges are adopted as set out.

**Recommendation(s):**

**The proposed fees and charges as set out in Appendix A are approved to be effective from the dates within the appendix or as soon as practical thereafter.**

**1. Context and background of report**

- 1.1 The annual review of charges is an important part of the overall budget setting process and the policy framework for service provision in general.
- 1.2 Whilst the Council's Constitution places initial fee setting with each service committee, it also provides delegated authority to Officers to alter fees, charges and prices without reference to a Committee, in order to respond to market conditions, new needs, changes in tax rates, and so on.

**2. Report and, where applicable, options considered and recommended**

Methodology

- 2.1 As part of the budget setting process, Service Managers are requested to review their charges each year. Members have previously agreed that officers put forward recommended increases based on:
  - Current market conditions
  - Local competition
  - The likely yield of any fee increase
  - On-going savings targets and revenue reduction programmes

Members have accepted that in some service areas it may not be possible to significantly increase fees, and in others it may be necessary to decrease them to

stimulate demand, however an average of 5% for discretionary locally set charges should be aimed for as the financial plans of the Council assume at least an inflationary increase.

- 2.2 This report reviews current levels of fees and charges, with a view to helping to balance next year's budget and is a key strand of the Council's Medium Term Financial Strategy.
- 2.3 The fees and charges proposed by service managers for next year are set out at Appendix A. The appendix includes a Yield column showing the next year's budget for each charge/group of charges, so that Members can estimate the financial implications of any price rises.

#### Development Management

- 2.4 The management of development through the determination of applications in a positive and proactive manner, and in a timely manner. Planning applications fees are currently set by statute.

The Government has confirmed that draft regulations have been introduced, and from the 1 April 2024 the charge for major applications will be increased by 35%, and all other application fees by 25%, and from the 1 April 2025 all fees will be increased by the consumer price index as at the previous September, but any increase will be capped at 10% and in the event of deflation the fees will not be adjusted.

The changes for the council's pre- application advice service were increased on the 1<sup>st</sup> February 2022 and we are therefore not proposing a review at this time.

#### Building Control

- 2.5 The Building (Local Authority Charges) Regulations 2010 aim to allow local authorities to respond to competition from the private sector by devolving the setting of charges for some building control functions. The regulations require authorities to prepare systems within which they will fix and recover charges for the performance of the prescribed building regulation control functions. The aim is to recover the full cost of operating a building service by breaking even over each three years.

We are therefore recommending that the charges should be increased by 50% from the 1 April 2024.

#### General

- 2.6 Where possible we have tried to increase all other discretionary fees and charges, either by current inflation of 6.7% or by the expected inflation as at April 2024 of 5%

### **3. Policy framework implications**

- 3.1 There will be a number of instances of specific policies within specific services which require fees and charges to be levied in respect of various activities. Some of these will be discretionary and some statutory. In considering this report and reviewing its individual fees and charges, the Council is complying with the requirements of these policies.

### **4 Resource implications/Value for Money**

- 4.1 At the start of the 2023/24 financial year, the Council had an ongoing budget deficit estimated to be £5.2m by the end of 2026/27 that needed to be addressed. This included an assumption that fees and charges would increase by 2% each year. The setting of fees and charges is an important tool in helping to address this situation and maximising income from services should be a priority.
- 4.2 In setting fees and charges there is a fine balance to be struck between trying to recover the cost of running services and not alienating our customers by making the charges unaffordable. In undertaking their reviews managers must balance these risks whilst at the same time trying to generate additional income to contribute towards the Council's ongoing budget deficit. Consideration should also be given to the cost of pay-to-use services, so that those choosing not to avail themselves of those services, are not carrying the burden, through taxation, of subsidised services for others.
- 4.3 Once agreed, the fees and charges will be included as part of the 2024-25 budget and the effects of any increases/reductions in the charges will be incorporated into the figures for the appropriate service areas.

## **5. Legal implications**

- 5.1 Where the status of a charge is marked as 'statutory' the Council is required under the law to levy a fee. Where the status is given as 'discretionary' the Council may amend the fee charged or choose to make no charge for the service.

## **6. Equality implications**

- 6.1 Where any major changes to the structure of any charging regime are proposed, an Equality Impact Assessment will have been completed by the relevant Budget Manager.

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

- 7.1 The annual setting of existing fees and charges has no environmental, sustainability or biodiversity implications. Any change to a structure or the inclusion of new charges that have any such implications will be set out in a separate report to Committee.

## **8. Timetable for Implementation**

- 8.1 The proposed fees and charges will not take effect until 1 April 2024 or as soon as practical thereafter unless a different date is set out in the Appendix.

## **9. Background papers**

- None

## **10. Appendices**

- Proposed Fees & Charges for 2024-25

## Appendix A - Fees and charges

### Planning and Building Control Services

	Charge Status	From April 2023 £	From April 2024 £	% Increase	Yield £	VAT treatment
<b><u>Local Plan and Policies map</u></b>						
Cost of printing the Runnymede 2030 Local Plan Policies Map including p&p	Discretionary	88.00	97.30	10.57%	0	Outside Scope
Cost of printing the Runnymede 2030 Local Plan plus p&p.	Discretionary	35.00	38.70	10.57%	0	Outside Scope
<b><u>Planning fees</u></b>						
Planning application fees			Increased by 35% for Major and 25% for all other as at 1/4/24			
- Set by Statute	Statutory				856,000	Outside Scope
Pre-Application advice service fees	Discretionary		no change		131,300	Standard
- These were last increased on the 1st February 2022						
High hedges complaint fee	Discretionary	788.00	788.00	0.00%	0	Outside Scope
- Charge for processing and resolving dispute						
<b><u>Building control fees</u></b>						
Set by the Planning Committee with guidance issued by Local Authority Building Control	Discretionary		Increased by 5% from 01 April 2023	Increased by 50% from 01 April 2023		Standard
					307,200	
Set by the Planning Committee with guidance issued by Local Authority Building Control	Discretionary		Increased by 5% from 01 April 2023	Increased by 50% from 01 April 2023		Outside Scope



## Fees and charges

### Planning and Building Control Services

	Charge Status	From April 2023 £	From April 2024 £	% Increase	Yield £	VAT treatment
<b><u>Supply of Planning and Building Control histories, technical enquiries, background information and for checking compliance with planning Consents and conditions.</u></b>						
A minimum fee in respect of enquiries involving site inspections for the purpose of checking compliance with planning conditions	Discretionary	270.00	290.00	7.41%	} 2,700	Outside Scope
A minimum fee for general enquiries for the supply of planning and building control histories and background information on sites	Discretionary	105.00	110.00	4.76%		Outside Scope
Building Safety Regulator - Hourly Rate      Vat Inclusive	Discretionary		108.00			Standard
Building Control completion letter	Discretionary	48.00	50.00	4.17%	included above	Outside Scope
<b><u>Search and copying fees, paper/electronic (micro-fiche) (includes VAT)</u></b>						
Search and copying fees - planning decision notices	Discretionary	39.00	41.00	5.13%	} 0	Standard
Copies of 106 Agreements and appeal decisions	Discretionary	39.00	41.00	5.13%		Standard
Background papers / miscellaneous documents	Discretionary	4.00	4.20	5.00%		Standard
A4 print from website	Discretionary	0.30	0.30	0.00%		Standard