



**TOWN AND COUNTRY PLANNING ACT 1990
PLANNING AND COMPENSATION ACT 1991
THE TOWN & COUNTRY PLANNING
(DEVELOPMENT MANAGEMENT PROCEDURE) (ENGLAND) ORDER 2015**

APPLICATION FOR FULL PLANNING PERMISSION

To: Kevin Scott Consultancy Ltd
Centaur House
Ancells Road
Fleet
GU51 2UJ

Application No: 170959
Application type: Full Planning Approval

Applicant: Henley Road Ltd

READING BOROUGH COUNCIL as Local Planning Authority **GRANT FULL** planning permission for the following development in accordance with the plans and supporting information submitted in connection with this application.

Proposal: Demolition of 199-203 Henley Road and erection of 42 dwellings at 199-203 Henley Road and to the rear of 205-207 Henley Road with associated access from Henley Road and landscaping. Resubmission of 161842

At: 199-207 Henley Road Caversham Reading RG4 6LJ

Subject to such conditions and for such reasons as may be attached

**OTHER STATUTORY CONSENTS MAY BE REQUIRED
PLEASE READ THE NOTES ISSUED WITH THIS DECISION NOTICE**

Date: 6th June 2018

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& Regulatory Services

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Application At: 203 Henley Road Caversham Reading RG4 6LJ

Application No: 170959

Application type: Full Planning Approval

CONDITIONS & REASONS

1. The development hereby permitted shall begin no later than three years from the date of this full planning decision.

Reason: to prevent an accumulation of unimplemented planning permissions, and in accordance with Section 91 of the Town & Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans received as dated:

Location Plan PL - 101 12/6/2017

PL-11A Proposed Site Plan - 6/10/2017

PL-01B Proposed Site Plan showing Flood Zone Contour - 20/11/2017 PL-02 Proposed basement plan (flatted block)- 12/6/2017

PL-03A Proposed ground Floor plan (flats) -28/9/2017

PL-04A Proposed first Floor plan (flats)-28/9/2017

PL-05 A Proposed second Floor plan (flats)-28/9/2017, PL-06 Roof plan -12/6/2017

PL-07A Proposed elevations (flatted block front and side)- 28/9/2017 PL-08A Proposed elevations (flatted block rear and side) - 28/9/2017 PL-09B Proposed site section AA, BB, CC - 18/10/2017

PL-10 A Proposed house plans date -18/10/2017

PL-12 Proposed site section EE and FF 20/11/2017

Drwg no. 2829.11 Road adoption plan 26.10. adoption/highway extents plan - 6/10/2017

Reason: because permission is granted in respect of the development as detailed in the approved plans only.

3. No development shall take place until details of the materials to be used in the construction of the external surfaces of the development including retaining walls, all external fixtures, fittings, window frames and mortar and details of window and doorway reveals have been submitted to and been approved in writing by the local planning authority. The development shall be carried out using only the approved materials.

Reason: As no details have been submitted and in the interests of the visual appearance of the building and the area in accordance with Policy CS7.

Date: 6th June 2018

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4. The proposed development shall only be carried out in accordance with the following measures as detailed in the Flood Risk Assessment (September 2016, the FRA Addendum Report (June 2017) and the Proposed Site Section drawing submitted that demonstrate Finished flood levels are set no lower than 37.12 metres above Ordnance Datum.

The mitigation measures shall be fully implemented prior to occupation and subsequently in accordance with the timing / phasing arrangements embodied within the scheme, or within any other period as may subsequently be agreed, in writing, by the local planning authority. Reason: To reduce the risk of flooding to the proposed development and future occupants in accordance with Policy CS35.

5. Any walls or fencing constructed within or around the site within the 1% annual probability (1 in 100) flood extent with a 35% allowance for climate change shall be designed to be permeable to flood water. Reason: To prevent obstruction to the flow and storage of flood water, with a consequent increased risk of flooding in accordance with Policy CS35.

6. No development shall take place, including any works of demolition, until a Construction Method Statement has been submitted to and been approved in writing by the local planning authority to provide for:

- space on site where vehicles of site operatives and visitors can be parked with details of how site operatives and visitors will be required to make use of the parking area provided
- location on site for storage of plant and materials used in constructing the development
- the erection and maintenance (including removal of any graffiti or fly posters) of security hoarding around the site
- any footpath closures or road closures needed during construction • wheel washing facilities on site
- a scheme for recycling waste resulting from the construction works
 - Tree protection measures (as detailed in the Arboricultural Method Statement)

The measures within the approved Construction Method Statement shall be maintained and adhered to throughout the course of the development unless changes are agreed in advance and in writing by the local planning authority.

Reason: in the interests of protecting the amenity of local land uses or neighbouring residents, the character of the area and highway safety. In accordance with Policy DM12 and CS38.

7. The dwelling(s) hereby permitted shall not be occupied until all vehicle parking space(s) have been provided in accordance with the approved plan PL-01B Proposed Site Plan - 20/11/2017 and PL-02 Proposed basement plan (flatted block)- 12/6/2017. The space(s) shall be kept available for parking at all times thereafter.

G. L. Anderson

Date: 6th June 2018

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Reason: To ensure that the development is provided with adequate parking facilities to meet the needs of future occupiers and reduce the likelihood of roadside parking which could be a danger to other road users to accord with Policy CS24 & CS24 and Policy DM12.

8. No dwelling/building hereby permitted shall be occupied until the vehicle access serving it has been constructed in accordance with the approved drawing PL-01B Proposed Site Plan showing Flood Zone Contour - 20/11/2017 and Drwg no. 2829.11 Road adoption plan 26.10. adoption/highway extents plan - 6/10/2017.

Reason: In the interests of road safety in accordance with Policy CS20 and Policy DM12.

9. No dwelling/building hereby permitted shall be occupied until the bicycle parking facility for that dwelling/building has been provided in accordance with the approved plan PL-02 Proposed basement plan (flatted block)- 12/6/2017. The facility shall be kept

available for bicycle parking at all times thereafter.

Reason: To encourage travel by sustainable alternatives to driving a motorcar in accordance with the Local Planning Authority's approved transport policies CS23 and CS24.

10. No dwelling/building shall be occupied until the bin storage facility shown on the approved plans PL-01B Proposed Site Plan showing Flood Zone Contour - 20/11/2017 and PL-02 Proposed basement plan (flatted block)- 12/6/2017 has been provided and the bin storage facility shall be retained thereafter for use by occupiers of the dwelling/building at all times.

Reason: In the interests of the visual amenity of the area and to ensure that bins can be easily accessed when required in accordance with Policy CS7.

11. The existing access(es) to the site shall be stopped up and abandoned immediately after the new access has been brought into use. The footway(s) and verge shall be reinstated to the satisfaction of the Local Planning Authority.

Reason: In the interests of road safety and maintenance of the highway in accordance with Core Strategy Policy CS20 and Sites and Detailed Policies document Policy DM12.

12. No dwelling(s) shall be occupied until the roads/private drive serving it have been provided in accordance with the approved drawings to the satisfaction of the Local Planning Authority.

Reason: In the interests of road safety in accordance with Core Strategy Policy CS20 and Sites and Detailed Policies document Policy DM12.

13. No development shall be commenced until visibility splays of 2.4 metres by 90 metres have been provided at the junction onto the Henley Road. The visibility splay

Date: 6th June 2018

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shall thereafter be kept free of all obstructions to visibility over a height of 0.6 metres above carriageway level.

Reason: In the interests of road safety in accordance with Core Strategy Policy CS20 and Sites and Detailed Policies document Policy DM12.

14. Prior to occupation of the development details of how the allocation of the car parking spaces for visitors shall be submitted to and approved in writing by the local planning authority, unless otherwise agreed in writing by the local planning authority.

Reason: In the interest of the safety and convenience of all highway users in accordance with Core Strategy Policy CS20 and Sites and Detailed Policies document Policy DM12.

15. Notwithstanding the provisions of Part 1, Schedule 2, Article 3, of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any order revoking or re-enacting that Order with or without modification), no development within Class A (enlargement, improvement or other alteration), Class B (enlargement of a dwellinghouse consisting of an addition or alteration to its roof), Class E (building or enclosure, swimming or other pool required for a purpose incidental to the enjoyment of the dwellinghouse), Class F (hard surfaces incidental to the enjoyment of a dwellinghouse) and Class G (The installation, alteration or replacement of a chimney, flue or soil and vent pipe on a dwellinghouse) shall be carried out within the curtilage of the dwelling without express planning permission from the Local Planning Authority. Reason: Due to the constrained nature of the site and as unrestricted development could harm the amenities of neighbouring properties through overlooking or being overbearing and harm the appearance of the main house and the area in general and to prevent an increase risk of flooding should therefore be controlled in accordance with Policies CS7 and CS35 and DM4 and DM9.

16. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking and/or re-enacting that Order) no windows, other than those shown on the approved plans shall at any time be placed in the side elevations of each building hereby permitted without the grant of a separate planning permission from the Local Planning Authority. Reason: To safeguard the amenities of the adjoining premises from overlooking and loss of privacy in accordance with Policy DM4.

17. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking and/or re-enacting that Order) no fences, gates, walls or other means of enclosure shall be erected within the curtilage of the dwellinghouse(s) hereby permitted.

Reason: In the interests of visual amenity and the character of the area and prevent an increased risk of flooding in accordance with Policy CS7 and CS35.

Date: 6th June 2018

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18. No construction, demolition or associated deliveries shall take place outside the hours of 0800hrs to 1800hrs Mondays to Fridays, and 0900hrs to 1300hrs on Saturdays, and not at any time on Sundays and Bank or Statutory Holidays without prior written approval from the Local Planning Authority.

Reason: To protect occupiers of nearby properties from unreasonable disturbance from works connected with implementing this permission in accordance with Policy DM4.

19. No development shall take place until an assessment of the nature and extent of contamination has been submitted to and been approved in writing by the Local Planning Authority. This assessment must be undertaken by a competent person, and shall assess any contamination on the site, whether or not it originates on the site.

Moreover, it must include:

(i) a survey of the extent, scale and nature of contamination;

(ii) an assessment of the potential risks to:

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

Reason: To ensure the development is suitable for its end use and the wider environment and does not create undue risks to occupiers of the site or surrounding areas in accordance with Policy CS34

20. If contamination is found 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 been 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 of remedial options, and proposal of the preferred option(s), and 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 the development is suitable for its end use and the wider environment and does not create undue risks to occupiers of the site or surrounding areas in accordance with Policy CS34.

21. If required the approved remediation scheme shall be implemented in accordance with the approved timetable of works. A validation report (that demonstrates the

Date: 6th June 2018

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effectiveness of the remediation carried out) shall be submitted to and approved by the Local Planning Authority prior to construction of the development.

Reason: To ensure the development is suitable for its end use and the wider environment and does not create undue risks to occupiers of the site or surrounding areas in accordance with Policy CS34.

22. In the event that contamination not previously identified is found at any time when carrying out the approved development, development shall be halted on that part of the site and the contamination reported in writing to the Local Planning Authority. An assessment of the nature and extent of contamination shall be undertaken and where remediation is necessary a remediation scheme, together with a timetable for its implementation, shall be submitted in writing to the Local Planning Authority for its written approval.

The measures in the approved remediation scheme shall be implemented in accordance with the approved timetable. Halted works shall not be re-commenced until the measures identified in the approved remediation scheme have been completed and a validation report has been submitted to and been approved in writing by the Local Planning Authority. Reason: To ensure the development is suitable for its end use and the wider environment and does not create undue risks to occupiers of the site or surrounding areas in accordance with Policy CS34.

23. No development shall take place until full details of both hard and soft landscaping have been submitted to and been approved in writing by the local planning authority. The submitted details shall include:

- (a) hard surfacing materials; and
- (b) proposed and existing functional services above and below ground (e.g drainage, soakaways, power, communications cables, pipelines etc. indicating lines, manholes etc); and
- (c) planting plans; written specifications (including cultivation and other operations associated with plant and grass establishment); schedules of plants, noting species, plant sizes and proposed numbers/planting densities where appropriate.
- (d) Tree pit specifications.

Reason: In the interest of ensuring that the landscaping of the development enhances the visual local environment and in accordance with Policy CS7.

24. The hard and soft landscaping of the development hereby permitted shall be carried out, in accordance with the approved landscaping plans and documents. The hard landscaping shall be completed before occupation of the development. The soft landscaping shall take place no later than during the first planting season following the date when the development hereby permitted is ready for occupation or in accordance with a timetable agreed in writing with the Local Planning Authority.

Date: 5th June 2018

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Reason: in the interests of the character and appearance of the new development and in accordance with Policy CS7

25. All planted materials shall be maintained for five years and any trees or plants removed, dying, being severely damaged or becoming seriously diseased within 5 years of planting shall be replaced with others of similar size and species to those originally required to be planted. Reason: in the interests of the character and appearance of the new development and in accordance with Policy CS7

26. A landscaping management plan, including long term objectives, management responsibilities and maintenance schedules for the landscape areas that form communal areas adjacent to the flatted block and central car parking area shall be submitted to and approved in writing by the local planning authority prior to the occupation of the development or in accordance with a timetable to be agreed in writing with the local planning authority. The landscape management plan shall be carried out as approved.

Reason: to ensure the long term management and maintenance of landscaped areas on the site in accordance with Policy CS38, Policy CS7 and Policy DM18.

27. No development shall take place until an Arboricultural Method Statement and Tree Protection Plan to include adjusted RPAs reflecting the topography and existing structures (providing for extended rooting in other directions), a timetable of arboricultural supervision at approx 2 week intervals as well as visits for specific activities (records to be submitted to the LPA), a schedule of tree works, all ground works required for the construction of retaining walls within RPAs along with a method of their installation, specification and method of installation of all hard surfacing within RPAs, ground works required for landscaping, tree protection measures, along with all other required specification and measures in accordance with the relevant recommendations of appropriate British Standards or other recognised Codes of Good Practice for all existing trees that are not shown as being removed on the approved drawings, both within and adjacent to the site, has been submitted to and been approved in writing by the local planning authority. The development shall not be carried out other than in accordance with the approved Arboricultural Method Statement and Tree Protection Plan.

Reason: to ensure that appropriate protection is given to trees of amenity value within and adjacent to the site in accordance with Policy CS38.

28. The development hereby approved shall not be carried out other than in accordance with the approved Arboricultural Method Statement and Tree Protection Plan.

Reason: to ensure that appropriate protection is given to trees of amenity value within and adjacent to the site in accordance with Policy CS38.

Date: 5th June 2018

Head of Planning, Development
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29. No development shall take place until there has been submitted to and been approved in writing by the local planning authority a plan indicating the positions, design, materials and type of boundary treatment to be erected. Where appropriate consideration should be given to biodiversity with gaps provided to allow wildlife to move between sites. The boundary treatment shall be completed, in accordance with the approved plan, before the development is occupied or otherwise, in accordance with a timescale for which the prior written approval of the local planning authority has been obtained. Reason: In order to protect the privacy of adjoining and future occupiers and in the interests of the visual amenities of the locality and local wildlife in accordance with Policy CS38, Policy CS7, Policy CS36 & Policy DM17

30. All areas of hedges, scrub or similar vegetation where birds may nest which are to be removed as part of the development, are to be cleared outside the bird-nesting season (March - August inclusive) or if clearance during the bird-nesting season cannot reasonably be avoided, a suitably qualified ecologist will check the areas to be removed immediately prior to clearance and advise whether nesting birds are present. If active nests are recorded, no vegetation clearance or other works that may disturb active nests shall proceed until all young have fledged the nest. Reason: To ensure that wildlife is not adversely affected by the proposed development in line with Policy CS36 of the core strategy and wildlife legislation.

31. No development hereby permitted, including any demolition or site clearance shall commence until a reptile mitigation strategy has been submitted to and approved in writing by the council, and thereafter implemented. The strategy is to comprise a reptile translocation exercise whereby animals are caught and moved from the development site to a suitable receptor site that has been enhanced for reptiles. Reason: To ensure that reptiles are not adversely affected by the proposed development to comply with Local Plan Policy CS36 of the core strategy and Paragraphs 109 and 118 of the NPPF.

32. No development hereby permitted, including any demolition or site clearance shall commence until a bat mitigation strategy has been submitted to and approved in writing by the council, and thereafter implemented. The strategy is to be informed by surveys carried out in accordance with national guidelines. Reason: To ensure that bats are not adversely affected by the proposed development to comply with Local Plan Policy CS36 of the core strategy and Paragraphs 109 and 118 of the NPPF.

33. No development hereby permitted, including any vegetation clearance shall commence until a badger sett survey of the development site and immediately adjacent areas has been undertaken. This survey shall be undertaken within 28 days of

Date: 6th June 2018

Head of Planning, Development
& Regulatory Services

LEB



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the start of works on site and a brief letter report detailing the results of the surveys is to be submitted to and approved in writing by the council. If surveys show that a licence to disturb a badger sett is required a copy of a valid licence is to be submitted to the planning authority prior to the commencement of works.

Reason: Badgers frequent the area and although the ecological report submitted suggested that a sett was not present badgers can open-up setts in very short time periods. This condition will ensure that protected species are not adversely affected by the demolition to comply with Local Plan Policy CS36 of the core strategy and Paragraphs 109 and 118 of the NPPF.

34. No development shall commence until a report detailing the lighting scheme and proposed tree planting locations and how these will not adversely impact upon wildlife has been submitted to and approved in writing by the LPA. The report shall include the following figures and appendices:

- A layout plan with beam orientation
- A schedule of equipment
- Measures to avoid glare
- An isolux contour map showing light spillage to 1 lux both vertically and horizontally and areas identified as being of importance for commuting and foraging bats.
 - A layout plan with proposed planting shown along with the proposed electric cable route.

The approved lighting plan shall thereafter be implemented as agreed. To ensure that bats and other wildlife are not adversely affected by the proposed development.

35. No development hereby permitted shall commence until details of biodiversity enhancements, to include mammal gaps in fencing, bird and bat boxes, tiles or bricks on and around the new buildings and native and wildlife friendly landscaping has been submitted and approved in writing by the council.

Reason: To comply with Local Plan Policy CS36 of the core strategy and Paragraphs 109 and 118 of the NPPF.

36. The development hereby permitted shall not be occupied until written documentary evidence has been submitted to, and receipt acknowledged in writing by, the local planning authority demonstrating that 50% of the dwellings hereby permitted have achieved a minimum of a 19% improvement in the dwelling emission rate over the target emission rate, as defined in The Building Regulations for England Approved Document L1a: Conservation of Fuel and Power in New Dwellings (2013 edition). Such evidence shall be in the form of an As Built Standard Assessment Procedure, produced by an accredited energy assessor. Reason: To ensure that the development is carried out in accordance with sustainable building standards in accordance with Policy CS1.

Date: 6M June 2018

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37. No development shall take place until the applicant or their agents or successors in title have secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation, which will have been submitted by the applicant and approved by the planning authority.

Reason: The site lies in an area of archaeological potential, as illustrated by the Berkshire Archaeology Historic Environment Record. Archaeological monitoring or evaluation will ensure preservation, either by record or in situ, of any heritage assets present on the site in a manner appropriate to their significance, in accordance with Policy CS33.

38. No building / dwelling hereby permitted shall be occupied until the sustainable drainage scheme for the site has been completed in accordance with the submitted and approved details. The sustainable drainage scheme shall be managed and maintained thereafter in accordance with the agreed management and maintenance plan. In accordance with NPPF Paragraph 103, Core Strategy Policy CS1 and Sites and Detailed Policies document Policy DM1

39. No development shall take place until details of the implementation, maintenance and management plan of the sustainable drainage scheme have been submitted to and approved by the Local Planning Authority. The scheme shall be implemented and thereafter managed and maintained in accordance with the approved plan. The plan shall include:

- i. a timetable for its implementation, and
- ii. a management and annual maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public body or statutory undertaker, or any other arrangements to secure the operation of the sustainable drainage scheme throughout its lifetime.

In accordance with NPPF Paragraph 103, Core Strategy Policy CS1 Sites and Detailed Policies document Policy DM1

40. No development shall take place until details of finished floor levels relative to existing floor/ground levels have been submitted to and been approved in writing by the local planning authority. The development shall be carried out only in accordance with the approved details.

Reason: As insufficient detail of these matters has been submitted and in order to ensure a satisfactory relationship between the proposed development and adjacent development to protect views in and out of the development in the interests of visual amenity in accordance with Policy CS7

41. The amenity space on the approved site layout plan shall be retained permanently for the benefit of the occupiers of the residential flatted units hereby permitted. Prior to occupation a management plan for this shared external amenity space shall be

Date: 6th June 2018

Head of Planning, Development
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submitted to and approved in writing by the Local Planning Authority, and carried out for the lifetime of the development.

Reason: In order that the local planning authority may be satisfied as to the amenity space provision in the scheme and to comply with Policy DM10.

INFORMATIVES

1. The local planning authority has worked positively and proactively with the applicant to resolve relevant matters to allow permission to be granted within the prescribed target or agreed extended timescale for the decision to be issued.

2. A section 106 Agreement has been completed for this development (LPA reference 4344). A copy of the S106 Legal Agreement is available on the Council's Public Register of Planning

3. The Council introduced the Community Infrastructure Levy (CIL) on 1st April 2015. CIL is a way of securing financial contributions towards infrastructure from new development, and partially replaces the Section 106 planning obligation regime. It is a set charge per sq m of floorspace for different uses, and, unlike Section 106, it is non-negotiable. It applies to developments which result in at least one dwelling; where the space has not been in lawful use for 6 months within the last 3 years or 100 sq m of new floorspace. For this approved development the CIL status is CHARGEABLE. If chargeable you will be sent a CIL Liability Notice with the calculated amount soon. CIL becomes payable on commencement of the development or by instalments.

For more information go to:

http://www.reading.gov.uk/media/2791/Community-Infrastructure-Levy-Advice-to-Applicants/pdf/CIL_Advice_to_Applicants.pdf

4. Your attention is drawn to the terms and conditions of this permission. Any development which is carried out but which differs materially from the approved plans and details, or does not comply with any condition(s) or planning obligation(s) attached to the permission may result in the Council taking action to remedy the breach of planning control. If you are in any doubt please contact the Council.

5. Your attention is drawn to the requirement for submission of a Building Regulations application for the proposed development. Please contact Building Control on 0118 937 2449 for advice.

6. In accordance with Article 35 (DMP0 2015) some conditions have been highlighted to make clear that they require approval from the local planning authority before any

Date: 6th June 2018

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development begins. This is because the details need to be designed or works implemented before any other works start on the site or are of a nature that it would be impractical to consider after work has started.

7. The Environment Agency recommend the use of post and rail fencing, hit and miss fencing (vertical slats fixed alternately on each side of horizontal posts) or hedging. If a solid wall is proposed there must be openings below the 1% annual probability (1 in 100) flood level with an appropriate allowance for climate change to allow the movement of flood water. The openings should be at least 1 metre wide by the depth of flooding and there should be one opening in every 5-metre length of wall.

8. The Environment Agency reiterate there should be no ground raising within the 1% annual probability (1 in 100) flood extent with a 35% allowance for climate change. This is to prevent a loss of flood plain storage and an obstruction to flood flows.

9. This development may require an Environmental Permit from the Environment Agency under the terms of the Environmental Permitting (England and Wales) (Amendment) (No. 2) Regulations 2016 for any proposed works or structures, in, under, over or within 8 metres of the top of the bank of designated 'main rivers'. This was formerly called a Flood Defence Consent. Some activities are also now excluded or exempt. An environmental permit is in addition to and a separate process from obtaining planning permission. Further details and guidance are available on the GOV.UK website:

<https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>

10. The attention of the applicant is drawn to Section 59 of the Highways Act 1980, which enables the Highway Authority to recover expenses due to damage caused by extraordinary traffic.

ii) Any works affecting the Highway shall be in accordance with Reading Borough's Council's document "Guidance Notes for Activities on the Public Highway within the Borough of Reading". The applicant should note that compliance with this document is mandatory and licences to work on the Highway will only be issued if the requirements contained within it are met. A copy can be obtained from the Council's website.

11. Before any planning consent is implemented an agreement under Section 278 of the Highways Act, 1980, will be required with respect to works affecting the existing highway. The applicants should contact the Transport Development Control Section at Civic Centre, Reading, RG1 2LU telephone: 0118 937 2612, to discuss arrangements for this

12. Before any planning consent is implemented an agreement under Section 38 of the Highways Act, 1980, may be required with respect to adoption of new roads and paths

Date: 6th June 2018

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by the Borough Council. The applicants should contact the Transport Development Control Section at Civic Centre, Reading, RG1 7TD telephone: 0118 937 3949, to discuss arrangements for this.

Head of Planning, Development
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Date: 6th June 2018

NOTES

APPEALS TO THE SECRETARY OF STATE

If you are aggrieved by the decision of the Council to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State under section 78 of the Town and Country Planning Act 1990.

If this is a decision on a planning application relating to the same or substantially the same land and development as is already the subject of an enforcement notice, if you want to appeal against the Council's decision on the application you must do so within 28 days of the date of this notice.

If an enforcement notice is served relating to the same or substantially the same land and development as in your application and you want to appeal against the Council's decision on your application, you must do so within 28 days of the date of service of the enforcement notice, or within 6 months (or 12 weeks in the case of a householder appeal) of the date of this notice, whichever period expires earlier.

If the above circumstances do not apply, any appeal must be made within the following time limits.

If this is a householder application and you want to appeal against the Council's decision then you must do so within 12 weeks of the date of this notice. If this is an advertisement application and you want to appeal against your local planning authority's decision then you must do so within 8 weeks of the date of this notice. If you want to appeal against your local planning authority's decision for any other type of application (which is not a householder or advertisement application, or an application for a Certificate of Lawfulness) then you must do so within 6 months of the date of this notice.

The Secretary of State can allow a longer period for giving notice of an appeal, but he will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal. The Secretary of State need not consider an appeal if it seems to him that the Local Planning Authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order. In practice, the Secretary of State does not refuse to consider appeals solely because the Local Planning Authority based their decision on a direction given by him.

Appeals must be made using a form which you can get from the Planning Inspectorate at Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN, tel. 0303 444 5000, or online at www.planningportal.gov.uk/pcs.

Purchase Notices

If either the Local Planning Authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted. In these circumstances, the owner may serve a purchase notice on the Council in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part VI of the Town and Country Planning Act 1990.

Street Naming & Numbering

You must contact Reading Borough Council to:

- Name or number a new development
- Name a new street
- Get addresses for flat conversions
- Name or rename an existing building

Otherwise the following may occur:

- You will not have an official address or postcode. When your property goes through the official process it may be given a different address and Postcode than you are currently using.
- You may have difficulty receiving mail
- You may have problems when buying goods or services such as utilities and telecommunications
- The emergency services may have difficulty locating you.
- You may have problems accessing Council services such as Education, Parking Services and Electoral Registration.

The Council is responsible for assigning house names and numbers and street names. It is also responsible for updating the National Land and Property Gazetteer (NLPG) which is a list of addresses which meet a common standard (BS7666) used throughout the country.

When a new address or change of address is requested, the Council contacts Royal Mail who check the address on behalf of the Emergency Services, assign a postcode and add it to their Postal Address File (PAF). The PAF list is used by many companies and services to check addresses, authenticate transactions and order goods, as well as deliver mail, so it is in your interest for your address to be on that list. Royal Mail will not create an address until requested to do so by the Council.

How to apply:

Email us using streetnamingnumbering@reading.gov.uk

Or telephone us on 0118 9373737

What we need to complete your request:

For new addresses or flat conversions:

- Site layout plan containing plot numbers
- Location plan - No bigger than A3 size (hard copy, PDF, JPEG or AutoCAD) showing the site boundary, including the new development, together with surrounding buildings for reference
- Anticipated completion and occupation dates

For change of address:

- You must be, or have authorisation from, the owner to request a change of address.
- Floor plan of the existing property
- Reason for change

Once created, the Council informs various bodies of your new address including the Emergency Services, Council Tax, Land Registry and utility companies as well as adding it to the National Land and Property Gazetteer.

Please be advised that companies and services using the PAF file only update the addresses monthly, quarterly or even less frequently, therefore it may take a while for your address to be listed in some places. It will, however, appear on the Royal Mail website within a few days once it has been added to the live address file.

Reading Borough Council has no control over the frequency by which other organisations update their address files.

