

Development Management
Planning Services
Reading Borough Council
Civic Offices
19 Bridge Street
Reading
RG1 2LU

DC Planning

6th March 2026

Dear Sir or Madam,

RE: Planning application for the change of use of the commercial (office) property from Class E to residential to create one 1-bedroom self-contained unit at 2a - 2c Donnington Gardens, Reading, RG1 5LY

DC Planning, instructed by DC Planning, instructed by Basement Design Studios, is pleased to enclose a Energy Efficiency Statement, Sustainability Statement and Affordable Housing Statement to support a full planning application for the change of use of the commercial (office) property from Class E to residential to create one 1-bedroom self-contained unit, at 2a - 2c Donnington Gardens, Reading, RG1 5LY (hereafter referred to as 'the site' or 'the property').

Due to the scale of the proposed development, the enclosed Statements are considered proportionate to the proposal, and set out the relevant policy and proposed development details in further detail below.

Energy Efficiency Statement & Sustainability Statement

Policy CC2 (Sustainable Design and Construction) is considered to be the most relevant policy and sets out that:

"Proposals for new development, including the construction of new buildings and the redevelopment and refurbishment of existing building stock, will be acceptable where the design of buildings and site layouts use energy, water, minerals, materials and other natural resources appropriately, efficiently and with care and take account of the effects of climate change.

To meet these requirements:

- All major non-residential developments or conversions to residential are required to meet the most up-to-date BREEAM 'Excellent' standards, where possible;*
- All minor non-residential developments or conversions to residential are required to meet the most up-to-date BREEAM 'Very Good' standard as a minimum;*

- *All non-residential development or conversions to residential should incorporate water conservation measures so that predicted per capita consumption does not exceed the appropriate levels set out in the applicable BREEAM standard. Both residential and non-residential development should include recycling greywater and rainwater harvesting systems are energy and cost effective.”*

The proposed development comprises a minor change of use and therefore the third sub-point of Policy CC2 is considered most relevant. In accordance with Building Regulations (Part G), the proposed development would be limited by the maximum permitted consumption of potable water for new dwellings - w25 litres per person per day.

However, water efficient measures and appliances will be explored to seek to meet the limit of 110 litres per person per day. In addition, rainwater harvesting measures could be explored by introducing a rainwater butt in the front driveway area that connects to the drainpipes that serve the proposed unit.

Policy CC3 (Adaption to Climate Change) is also considered relevant to the proposed development and sets out:

“All developments will demonstrate how they have been designed to incorporate measures to adapt to climate change. The following measures shall be incorporated into development:

- *Wherever possible, new buildings shall be orientated to maximise the opportunities for both natural heating and ventilation and reducing exposure to wind and other elements;*
- *Proposals involving both new and existing buildings shall demonstrate how they have been designed to maximise resistance and resilience to climate change for example by including measures such as solar shading, thermal mass, heating and ventilation of the building and appropriately coloured materials in areas exposed to direct sunlight, green and brown roofs, green walls, etc;*
- *Use of trees and other planting, where appropriate as part of a landscape scheme, to provide shading of amenity areas, buildings and streets and to help to connect habitat, designed with native plants that are carefully selected, managed and adaptable to meet the predicted changed climatic conditions; and*
- *All development shall minimise the impact of surface water runoff from the development in the design of the drainage system, and where possible incorporate mitigation and resilience measures for any increases in river flooding levels as a result of climate change”*

Due to the nature of the change of use of the existing office unit, there is no opportunity to re-orientate the property, however the south-east facing unit receives ample natural daylight to optimise natural heating and ventilation. The proposed unit would be fitted with openable windows for natural and passive heating and ventilation.

The development does not propose any additional hardstanding or coverage and therefore there would be no worsening of surface water runoff from a loss of permeable surfacing.

In light of the above, the proposed development complies with Policies CC2 and CC3 and should be supported.

Affordable Housing Statement

Policy H3 (Affordable Housing) is the most relevant Development Plan policy and sets out:

“Residential development will make appropriate contribution towards affordable housing to meet the needs of Reading

- on sites of 10 or more dwellings, 30% of the total dwellings will be in the form of affordable housing;*
- on sites of 5 – 9 dwellings, a financial contribution will be made that will enable the equivalent of 20% of the housing to be provided as affordable housing elsewhere in the Borough; and*
- on sites of 1 – 4 dwellings, a financial contribution will be made that will enable the equivalent of 10% of the housing to be provided as affordable housing elsewhere in the Borough.*

For sites of 10 or more dwellings, provision should be made on site in the first instance with a financial contribution being negotiated to make up the full requirement as appropriate.

In all cases where proposals fall short of the policy target as a result of viability considerations, an open-book approach will be taken and the onus will be on the developer/landowner to clearly demonstrate the circumstances justifying a lower affordable housing contribution.

In determining residential applications the Council will assess the site size, suitability and type of units to be delivered in relation to the current evidence of identified needs. The Council will seek an appropriate tenure mix of affordable housing to include social rented, affordable rent, intermediate rent and shared ownership affordable units. The affordable units provided should be integrated into the development.”

In the context of the above, the proposed development would create one (1) new residential dwelling. Therefore, it is understood that a financial contribution will be made that will enable the equivalent of 10% of the housing to be provided as affordable housing elsewhere in the Borough.

It is noted that the proposed development is a small scale, change of use development to create one, 1-bed dwelling and therefore any contribution (if required) should be proportionate to the scale of the proposed development, rather than a family-sized affordable housing unit.

In light of the above, we look forward to receiving confirmation that the application will now be validated and we will continue to monitor the progress of the application on the Council's Planning Register.

Please do not hesitate to let me know if you require any further information – my email address is will@dcplanning.co.uk should you need to get in touch.

Yours faithfully,

for DC Planning

A handwritten signature in black ink, appearing to read 'Will de Cani', written in a cursive style.

Will de Cani
Managing Director