

DELEGATED FILE NOTE

CASE OFFICER: ...Henry Thomas.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/01060/FP	Temporary change of use of former hard surfaced play area to car park for offsite construction contractor parking. Erection of temporary fencing, access road and welfare building (change of use already commenced).	Roysia Lodge Roman Way Academy Burns Road Royston Hertfordshire SG8 5EQ

Submitted Plan Nos

Location Plan Proposed site plan Welfare unit plan and elevations Proposed car park layout

1.0 Policies

D1 Sustainable design

D3	Protecting living conditions
SP1	Sustainable development in North Herts
SP9	Design and Sustainability
T1	Assessment of transport matters
SECN12	Achieving well-designed places

2.0 **Site History**

At property:

2.1 None relevant.

Relevant applications nearby:

2.2 23/02625/FP – Erection of Industrial Building (3CR Annex), Link Bridge and other associated works.

2.3 24/01694/S73 - Variation of Condition 2 (revised plans) of planning permission 23/02625/FP granted 22.02.2024 for Erection of Industrial Building (3CR Annex), Link Bridge and other associated works.

3.0 **Representations**

3.1 **Royston Town Council** – None received.

3.2 **HCC Highways** – No objection subject to conditions.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.2 The application site consists of a former playground in association with Roman Way Academy accessed from Burns Road in Royston. The site is adjacent to the Royston Scouts Group HQ and the former school buildings.

4.2 **Proposal**

- 4.2.1 Temporary change of use of former hard surfaced play area to car park for offsite construction contractor parking. Erection of temporary fencing, access road and welfare building (change of use already commenced).
- 4.2.2 Roysia Middle School was closed in 2019 as part of a merger with 2 other schools in Royston. The site is now partly open as Roysia Academy and partly vacant. As part of the Construction Management Plan for the work under 23/02625/FP, this site is required to provide off-site park and ride for contractors. Planning Permission is sought for a period of up to 18 months from May 2025. The development has already been commenced with contractors using the site between 6am to approximately 6pm.
- 4.3.3 The proposal seeks to remove the fencing, welfare building and access road at the end of the period.

4.3 **Key Issues**

- 4.3.1 The key issues for consideration are as follows:
- The acceptability of the design of the proposed development and its resultant impact on the character and appearance of the area.
 - The impact that the proposed development would have on the living conditions of neighbouring properties.
 - The impact that the proposed development would have on car parking provision in the area.
 - The impact that the proposed development would have on the environment.

Principle

- 4.3.2 The site is currently a former educational site. This is a temporary change of use within a built-up area inside the Royston settlement boundary which is considered acceptable in principle.

Design and Layout and Impact on the character and appearance of the area

- 4.3.3 There is no objection to the proposed layout. The application also shows a 2.025m high haras fence erected around the perimeter of the site and a 2.7m high welfare unit. There is no objection to this which is not out of context with the locality.

Highway considerations

- 4.3.4 The proposed carpark is required as part of the Construction Management Plan for 23/02625/FP. It will provide 90 vehicle parking spaces for contractors with mini-bus shuttles to and from the construction site. The proposal will reuse the existing dropped kerb which serves the Scout's hut.
- 4.3.5 Following consultation with Hertfordshire Highways, no objection was raised to the conversion of the playground subject to the provision of a Car Parking and servicing Management Plan.

This can be secured by condition and will ensure Highways safety. An informative is included in this permission at the request of Hertfordshire Highways. The proposal is considered compliant with policy T1 of the Local Plan.

Impact on neighbouring property

- 4.3.6 The proposed development is unlikely to detract from the amenities of neighbouring occupiers by reason of a loss of light or privacy. The use of the car park is limited to working hours within the day. There is no proposed lighting. No neighbour objections were received.

Environmental Matters

- 4.3.7 The proposal seeks to retain the trees along the boundary. The proposed development, by virtue of its limited scale in general terms together with the sustainable location would have no significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Section 14 of the NPPF.

Biodiversity Net Gain

- 4.3.8 The existing site is a hardstanding playground with limited existing habitat space, as such the proposed development is 'de minimis' and would not exceed the threshold of 25 sqm of on-site habitat, or and/ less than 5 meters of linear habitats. This application is therefore exempt from BNG legislation defined under article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.

4.4 Conclusion

- 4.4.1 The proposals are acceptable in planning and highway terms.

4.5 Alternative Options

- 4.5.1 None applicable

4.6 Pre-Commencement Conditions

- 4.6.1 I can confirm that the applicant is in agreement to the pre-commencement condition.

5.0 Recommendation

- 5.1 That planning permission be **GRANTED** subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The use hereby permitted is for a temporary period of 18 months with the period commencing with the first use of the site for parking purposes. The applicant is to inform the LPA within one month of the date when this occurs.

Reason: Permission has been granted for a temporary period solely to monitor the use and the appropriateness of the development in regards to amenity.

3. The car park, hereby permitted, shall not be used outside the times of 06:00 to 20:00 on any given day.

Reason: In the interests of residential amenity of the nearby neighbours and in accordance with Policy D3 of the North Hertfordshire Local Plan 2011 to 2031.

4. Prior to the use of the development hereby permitted a Car Parking and servicing Management Plan relating to measures to manage the car park in particular the entry/exit, shall be submitted to and approved in writing by the local planning authority, in consultation with the Highway Authority. It shall include (but not limited to) the following:

Parking attendants/banksman to assist with directing and managing traffic entering and egressing the site including minibuses, during the operational period of the car park to ensure no impact occurs on the public highway.

The Car Parking Management Plan shall be fully implemented before the development is brought into use, in accordance with a timeframe agreed by the Local Planning Authority.

Reason: In the interests of highway operation and safety and in the interests of encouraging the use of sustainable modes of transport.

5. Prior to the use of the development hereby permitted, unless agreed in writing by the Local Planning Authority, details of cycling parking storage, protected pedestrian visibility splays shall be submitted to and approved in writing by the Local Planning Authority, in consultation with the Highway Authority. The cycle parking storage and pedestrian visibility splays measures shall be constructed and laid out in accordance with the agreed details and completed prior to occupation of the development hereby approved and shall thereafter be retained, maintained, for the duration of the development at all times.

Reason: To ensure construction of a safe development and to promote sustainable development in accordance with Policies 5, 19 and 20 of Hertfordshire's Local Transport Plan (adopted 2018).

6. It is an offence under section 148 of the Highways Act 1980 to deposit compost, dung or other material for dressing land, or any rubbish on a made up carriageway, or any or other debris on a highway to the interruption of any highway user. Section 149 of the same Act gives the Highway Authority powers to remove such material at the expense of the party responsible. Therefore, best practical means shall be taken at all

times to ensure that all vehicles leaving the site during construction of the development and use thereafter are in a condition such as not to emit dust or deposit mud, slurry or other debris on the highway. Further information is available by telephoning 0300 1234047

Biodiversity Net Gain

1. This development is not subject to the statutory Biodiversity Gain Plan condition because it is considered exempt under the statutory exemptions (<https://www.gov.uk/guidance/biodiversity-net-gain-exempt-developments>) or transitional arrangements in respect of the biodiversity gain condition.

Proactive Statement:

Planning permission has been granted for this proposal. Discussion with the applicant to seek an acceptable solution was not necessary in this instance. The Council has therefore acted proactively in line with the requirements of the Framework (paragraph 38) and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015.

Informative/s:

1. The applicant is advised that the storage of materials associated with the construction of this development should be provided within the site on land which is not public highway, and the use of such areas must not interfere with the public highway. If this is not possible, authorisation should be sought from the Highway Authority before construction works commence.

Further information is available via the County Council website at: <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047

2. It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence.

Further information is available via the County Council website at: <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047

3. Where works are required within the public highway to facilitate a new or amended vehicular access, the Highway Authority require the construction of such works to be undertaken to their satisfaction and specification, and by a contractor who is authorised to work in the public highway. If any of the works associated with the construction of the access affects or requires the removal and/or the relocation of any equipment, apparatus or structures (e.g. street name plates, bus stop signs or shelters, statutory authority equipment etc.) the applicant will be required

to bear the cost of such removal or alteration. Before works commence the applicant will need to apply to the Highway Authority to obtain their permission, requirements and for the work to be carried out on the applicant's behalf.

Further information is available via the County Council website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/changes-to-your-road/dropped-kerbs/dropped-kerbs.aspx> or by telephoning 0300 1234047

Signed  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 8 July 2025	