Surbiton Neighbourhood Committee

Date: Tuesday 6 November 2018
Time: 7:30 pm
Place: Dysart School, 190 Ewell Road, Surbiton

Members of the Committee

Alexandra Ward  Councillor Mark Beynon
                Councillor Sam Foulder-Hughes
                Councillor Sharron Sumner

Berrylands Ward  Councillor Sushila Abraham (Chair)
                Councillor Anita Schaper
                Councillor John Sweeney

St Mark’s Ward   Councillor Liz Green
                Councillor Diane White
                Councillor Yogan Yoganathan

Surbiton Hill Ward  Councillor Hilary Gander
                    Councillor Alison Holt
                    Councillor Malcolm Self (Vice-Chair)

Everyone is welcome to attend the meeting

This agenda is available to view on: www.kingston.gov.uk
You can also access this agenda through the Modern.gov app or by scanning the QR code with your smartphone.
Agenda

1. QUESTION TIME

A period of no more than 30 minutes for questions on issues unrelated to items on the agenda.

2. PETITIONS

To receive any petitions.

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

Members are asked to declare any disclosable pecuniary interests and any other non-pecuniary interests (personal interests) relevant to items on the agenda.

5. MINUTES

To confirm the minutes of the meeting held on 12 September 2018.

6. PRESENTATION: NEIGHBOURHOOD POLICING

A short update on Neighbourhood Policing will be given by PS George Alleway from the Kingston Safer Neighbourhood team.

7. NEIGHBOURHOOD MANAGER’S REPORT

8. PLANNING APPLICATION 18/16440/FUL (118 RAEBURN AVENUE)
This report concerns the unauthorised installation of a replacement uPVC window to a Building of Townscape Merit.

This report outlines the results of a local consultation on the introduction of a Permit Parking Area (PPA) in the Browns Road area, and seeks Members' views on the way forward.

To seek the views of the Committee on emerging outline proposals for the strengthening of the Council's Neighbourhoods arrangements.

To consider any urgent items authorised by the Chair.

The following resolution is included as a standard item which will only be relevant if any exempt matter is to be considered at the meeting for which the Committee wish to resolve to exclude the press and public:

To exclude the public from the meeting under Section 100(A)(4) of the Local Government Act 1972 on the grounds that it is likely that exempt information, as defined in paragraph x of Part I of Schedule 12A to the Act, would be disclosed and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
Welcome to this meeting.

The following information explains the way some things are done at the meeting and some of the procedures.

Information about the Surbiton Neighbourhood Committee

The Committee is made up of your local elected Councillors and is responsible for making decisions about local services, which can be tailored to the local area.

Accessibility

- All meetings have access for people who may have mobility difficulties. If there are stairs, a lift or stairlift is available. Disabled parking spaces are available on site.
- Toilet facilities will be easily accessible from the meeting room.
- For people who are deaf or have hearing impairments, there is an induction loop (depending on the building, this may only be available in the first 2 or 3 rows).
- A large print copy of the agenda can be requested in advance.

Emergency evacuation arrangements - If the fire alarm sounds, please leave the building by the nearest exit. If you require assistance please remain seated and an Officer will assist you from the building.

Recording of the meeting - This meeting will be recorded and the recording will be available on the web site (www.kingston.gov.uk) with the agenda and minutes.

Filming - Residents and journalists/media wishing to film meetings are permitted to do so but are asked to give advance notice of this and respect any concerns expressed by people on being filmed.

Information for members of the public - Details on access to the meeting, asking questions, speaking on items, call in and other information are just after the list of items.

There is a Question Time of up to 30 minutes from 7.30pm – 8pm.

Running order - Items may be taken in a different order depending on the interests of the members of the public present at the meeting. Please fill out a green form, available at the start of the meeting, if you would like to request that a particular item is heard earlier.

Contact for further information - For further about Council Committees and meetings please contact: James Geach tel 020 8547 5062, e-mail: james.geach@kingston.gov.uk
More meeting information

Public participation during the meeting - During the course of the meeting, the Chair, at his/her discretion, may allow contributions, on items listed on the agenda. To attract the Chair’s attention please raise your hand.

Do you want to ask a question or are you here for a particular item? - There are green slips available that can be used to ask a question or to ask for an item to be taken earlier in the meeting. Please fill in the relevant part and hand this in to the Committee Secretary at the top table.

Question time - Questions may be submitted in writing before the meeting or handed in at the start of the meeting on the green forms provided. For enquiries please contact James Geach tel 020 8547 5062, e-mail: james.geach@kingston.gov.uk

Where a full reply cannot be given at the meeting, a written reply will be sent to the questioner, members of the Committee and the local press. The Chair may disallow any question which, in his/her opinion, is scurrilous, capricious, irrelevant or otherwise objectionable.

Speaking at meetings - Speaking at a meeting can be a daunting prospect and every effort is made to make this as easy as possible. Speech friendly arrangements will take account of people who may have a speech impairment, e.g. they may have a stammer. If you have any individual requirements or feel that standing or addressing the meeting may present a difficulty, please let us know beforehand. Arrangements will be made to help you as far as reasonably possible.

Phrases used at meetings - Like all organisations, the Council has its own ‘jargon’. On the agenda and during debates you will see/hear the following phrases:

Interests - Councillors must say if they have an interest in any of the items on the agenda. Interests may be personal or pecuniary. Depending on the interests declared, it might be necessary for the Councillor to leave the meeting. The detail on interests is in Part 5A of the Constitution - Members’ Code of Conduct.

Call in - Most of the decisions made at the Committee, except on decisions on planning applications/ planning enforcement/tree preservation orders and any licensing applications, can be called in for review by a minimum of 100 people who live, work or study in the Borough or 9 Councillors. A Decision Notice will be published on the Council’s website soon after the meeting with details of the decisions and the call in period expires 10 working days after the meeting. Decisions are not, therefore, acted upon until it is clear that they are not going to be called in.

The call in means the decision will be reviewed by a meeting of the Council’s Scrutiny Panel. The Panel at this meeting cannot change the original decision. It may decide that no further action is necessary, in which case the decision will be implemented or will refer the issue back to the decision making Committee (or, exceptionally, to a meeting of the Full Council) with its views and a request that the decision is reconsidered taking account of these views

Minutes - The minutes briefly summarise the item and record the decision. They do not record who said what during the debate.
Speaking on Planning Applications, Enforcement, or Tree Preservation Orders

There is a registration scheme for residents wishing to speak on planning applications, tree preservation orders or enforcement cases to be determined by the Committee.

(For other items on the agenda, including planning applications on which the Neighbourhood is being consulted before the application is considered by the Development Control Committee, residents may ask questions and give their views at the discretion of the Chair.)

The arrangements for speaking on applications are based on both sides having equal time to make their points to Councillors. To make sure that the meeting runs in a way which is fair to everyone, these arrangements will be followed without any exceptions being made. The full scheme is on the Council website at the 'Council and Decision making' webpages.

Everyone wishing to speak on an application, Enforcement Action or Tree Preservation Order must have registered THREE days before the meeting. Objectors must have responded to the consultation on an application

Registration deadline: 10:00am, Friday 2 November 2018
To register please contact: James Geach tel 020 8547 5062, e-mail: james.geach@kingston.gov.uk

Time for speaking - FIVE minutes is allowed for each side on each application. This time has to be shared by however many there are on each side. If there are a large number of speakers people must decide amongst themselves on a spokesperson or some other arrangement.

The Chair of the meeting has no discretion to extend the time limit.

Speakers may find it helpful to have made some notes on what they want to say, so that they make the most of the speaking time. The notes attached to the original consultation letter from the Planning Officer will have explained the things that the Committee can't take account of - loss of view, property values etc.

The order of speaking is:

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<thead>
<tr>
<th>Planning applications</th>
<th>Enforcement/Tree Preservation Orders</th>
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<td>1. Planning Officer to present item</td>
<td>Planning Officer to present item</td>
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<td>2. Objector(s) (5 minutes)</td>
<td>Land/property owner (5 minutes)</td>
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<td>3. Applicant (5 minutes)</td>
<td>The Council as applicant and/or supporters of the action proposed (5 minutes)</td>
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<td>4. Questions from Committee:</td>
<td>Questions from Committee</td>
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<td>5. Objector(s) Applicant (5 minutes)</td>
<td>Land/property owner (5 minutes) The Council as applicant and/or supporters of the action proposed (5 minutes)</td>
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<td>6.</td>
<td>Sweep up by Planning Officer</td>
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<td>Questions from Committee to Officers</td>
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SURBITON NEIGHBOURHOOD COMMITTEE

6/11/18

REPORT BY THE

ASSISTANT DIRECTOR, STRATEGIC PLANNING & INFRASTRUCTURE

PLANNING APPLICATIONS

All recommendations for planning permission in this section are automatically subject to the condition limiting the duration of the permission required by Sections 91 and 92 of the Town and Country Planning Act (as amended) 1990 unless permission is to be granted for a limited period or unless there is a specific recommendation that the period for such duration be other than the period referred to in the standard condition. All background papers are incorporated into Planning Application Reports.

The policies listed are those from the Royal Borough of Kingston upon Thames the Local Development Framework Core Strategy, Adopted April 2012.
A Register No: 18/16440/FUL
Address: 118 (RAEBURN GARAGE) RAEBURN AVENUE, LONDON, KT5 9EA

(c) Crown Copyright. All right reserved. Royal Borough of Kingston 2007. Licence number 100019285.
[Please note that this plan is intended to assist in locating the development it is not the site plan of the proposed development which may have different boundaries. Please refer to the application documents for the proposed site boundaries.]

Ward: Alexandra

Description of Proposal: Demolition of the existing buildings and the construction of a mixed-use development comprising a food/convenience retail store (392 sqm) at ground floor level (Use Class A1) and four residential units comprising 2 x 2 bed and 2 x 3 bed self contained units above (Use Class C3) with associated parking, loading bay, landscaping and access

Plan Type: Full Application

Expiry Date: 21/08/2018

Development Plan:

Mayor for London
London Plan March 2016 (consolidated with alterations since 2011)
LDF Core Strategy Adopted April 2012
Kingston Town Centre AAP 2008

National Guidance
National Planning Policy Framework (NPPF) 2018
National Planning Practice Guidance (Web based resource)

Policies

LONDON PLAN MARCH 2016
LP 3.3 Increasing housing supply
LP 3.5 Quality and design of housing development
LP 3.8 Housing choice
LP 5.3 Sustainable design and construction
LP 5.7 Renewable energy
LP 5.8 Innovative energy technologies
LP 6.10 Walking
LP 6.13 Parking
LP 6.9 Cycling
LP 7.1 Building London’s neighbourhoods
LP 7.2 An Inclusive environment
LP 7.4 Local character
LP 7.5 Public realm
LP 7.6 Architecture

LDF CORE STRATEGY CORE POLICIES
CS 01 Climate Change Mitigation
CS 02 Climate Change Adaptation
CS 08 Character, Heritage and Design
CS 10 Housing Delivery
CS 11 Economy and Employment
CS 12 Retail and Town Centres

LDF CORE STRATEGY DEVELOPMENT MANAGEMENT
DM01 Sustainable Design and Construction Standards
Consultations

1. Neighbour notifications: 76 addresses have been notified of the proposed development. 6 Letters of support have been received and 12 letters of objection received. The objections are summarised as follows:

   - Proposed building not in keeping with surrounding area
   - Highway safety concerns
   - Increased traffic and congestion
   - Parking pressures
   - Loss of trade for existing retail units on Alexandra Parade
   - Noise and disturbance
   - Anti-social behaviour

2. A petition with 300+ signatories has been received raising the following issues

   - 7 days a week lorry deliveries between 7am and 11pm
   - noise and disturbance litter anti-social behaviour
   - increased traffic and congestion
   - impact on trade of existing retail units on Alexandra Parade Already other Sainsbury Local's and Tesco Express Stores in neighbouring vicinity

Site and Surroundings

3. The application site is located on the east side of Raeburn Avenue opposite the Alexandra Drive Local centre. The site is currently occupied by a commercial building, a vehicle repair garage and hand car wash.

4. The site is located in a predominantly suburban area with the Alexandra Local Centre opposite providing shops and services. The site is adjacent Metropolitan Open Land and is not located in a conservation area.

Proposal

5. Planning permission is sought for the demolition of the existing buildings and the construction of a mixed-use development comprising a food/convenience retail store (392 sqm) at ground floor level (Use Class A1) and four residential units above (Use Class C3) with associated parking, loading bay, landscaping and access
Assessment

The main considerations material to the determination of this application are:

- Retail development
- Housing Delivery
- Housing mix
- Housing quality
- Affordable housing
- Impact on character and appearance of the surrounding area
- Impact on residential amenities of the neighbouring occupiers
- Highways and Parking
- Legal Agreements
- Sustainability
- Trees
- Planning Balance/Conclusion

Principle of Proposed Development

Retail development

6. Planning Policies at a National, Regional, and Local level seek to protect existing employment land and premises where there is a real prospect of an application for an employment/mixed-use redevelopment of the site.

7. The application site comprises a car repair workshop and MOT Test Centre and hand car wash, the proposed scheme includes space for a retail unit on the ground floor with residential accommodation provided at upper floors.

8. The NPPF directs that local planning authorities should apply a sequential test to planning applications for main town centre uses [retail] which are neither in an existing centre nor in accordance with an up-to-date plan. Whilst the application is not in an existing centre, Policy DM17 of the Core Strategy would support the redevelopment of the application site for employment purposes. As such, the local planning authority would need to apply a sequential approach to this application. Moreover, given that the application would be in accordance with an up-to-date plan a retail impact assessment of the proposed retail use on neighbouring centre would not be required.

Housing Delivery

9. Policy 3.3 of the London Plan (March 2016) states that the Mayor recognises the pressing need for more homes in London in order to promote opportunity and provide a real choice for all Londoners in ways that meet their needs at a price they can afford. Working with relevant partners, the Mayor will seek to ensure the housing need identified in paragraphs 3.16a and 3.16b of the London Plan (49,000 (2015-2036) and 62,000 (2015-2026)) is met particularly through provision consistent with at least an annual average of 42,000 net additional homes across London which will enhance the environment, improve housing choice and affordability and provide better quality accommodation for Londoners.
10. Table 3.1 (Annual average housing supply monitoring targets 2015 - 2025) of the London Plan requires the delivery of 6,434 dwellings within the plan period 2015-2025 and a rate of 643 dwellings per year within the Royal Borough of Kingston-upon-Thames, which is almost double the previous rate of 375 dwellings per year identified in the 2011 London Plan.

11. With regard to housing land supply, the Council is able to demonstrate a supply of 3,636 residential units against a requirement of 3,683. This equates to a housing land supply of 4.94 years. Short of the 5 year requirement.

12. CS Policy CS10 states that the Council will seek to ensure that a broad mix of accommodation options are available to residents and that a range of local housing needs are met. It continues that the Council will expect all new residential developments to positively contribute to the Borough's existing residential environment and character, in accordance with the Borough Character Study, while optimising housing output in line with London Plan density policies.

13. Given the absence of a 5-year housing land supply, paragraph 11d of the NPPF indicates that planning permission should be granted unless (a) any adverse impacts of doing so significantly and demonstrably outweigh the benefits, when assessed against policies in the Framework as a whole or (b) specific policies in the Framework indicate development should be restricted.

Housing mix:

14. LP Policy 3.8 (Housing Choice) states that Londoners should have a genuine choice of homes that they can afford and which meet their requirements for different sizes and types of dwellings in the highest quality environments.

15. CS Policy DM13 (Housing Quality and Mix) states that, the Council will expect proposals for new residential development to incorporate a mix of unit sizes and types and provide a minimum of 30% of dwellings as 3 or more bedroom units, unless it can be robustly demonstrated that this would be unsuitable or unviable. On sites particularly suited to larger family housing, this minimum figure should be exceeded.

16. Core Strategy Policy CS10 (Housing Delivery) states that the Council will take full advantage of opportunities to deliver new housing and, in particular maximise the delivery of affordable housing. New housing should be delivered in the most sustainable locations, and with the associated infrastructure necessary to support it.

17. 50% of the units will be 3 bedroom units which is in accordance with the requirement of DM13.

18. The proposed development is considered to be in accordance with Policy 3.8 of the London Plan (March 2016) and Policies CS10 and DM13 of the Local Development Framework Core Strategy Adopted April 2012.

Housing quality
19. The proposed accommodation would meet the minimum internal floorspace standards required for residential development as set out in table 3.3 of the London Plan Policy 3.5. The internal and external layouts would of a practical nature and future occupants would have an adequate provision of daylight/sunlight provision, privacy, outlook and amenity space for drying and siting. The proposal would provide refuse and recycling facilities and include sustainable transport measures with the provision of cycle parking.

**Affordable housing:**

20. The NPPF states that major residential development of 10 or more units or 1,000 sqm of floorspace, should make an affordable housing contribution.

21. The proposed development does not pass this threshold.

**Impact on the character and appearance of the surrounding area:**

22. Policies in the NPPF, London Plan and the Core Strategy seek to ensure that development proposals incorporate principles of good design.

23. NPPF Paragraph 124 states that the creation of high quality buildings and places is fundamental to what the planning and development process should achieve.

24. The London Plan directs that development should have regard to the form, function, and structure of an area, place or street and the scale, mass and orientation of surrounding buildings, and that the architecture should make a positive contribution to a coherent public realm, streetscape and wider cityscape.

25. The Core Strategy directs that the Council will protect the primarily suburban character of the Borough, existing buildings and areas of high quality and historic interest from ‘inappropriate development’.

26. It is considered that the height, building lines, and building form of the proposed development are all appropriate. The modulation of the front facade with step backs at first and second floors to make way for balconies is appropriate. The Art Deco style of the building is both respectful to the building it replaces and to the surrounding the area. The material palette of red fair-face brickwork at ground floor with white render above is sympathetic to the building’s surrounding.

27. A landscaping condition is proposed to secure soft landscaping to the front of the property in planters, this would soften the appearance of the building and would improve the character of the wider area.

28. The proposal would not detract from the character and appearance of the surrounding area or the setting of the adjacent Metropolitan Open Land and would
accord with policies CS8 and DM10 of the Council's adopted LDF Core Strategy April 2012.

Impact on the residential amenities of the neighbouring occupiers:

29. Policies in the NPPF, London Plan and the Core Strategy seek to ensure that development proposals will safeguard the residential amenities of existing occupants of neighbouring land and buildings.

30. Conditions 16 and 17 of the recommendation would control the hours of servicing and deliveries and hours of opening of the retail unit so as to ensure that these elements of the retail use do not cause disturbance to the neighbouring occupiers. In addition the sale of alcohol would be controlled separately under the primary legislation of licencing.

31. It is considered that the proposed development by virtue of its size, siting and design not cause any material harm to the outlook, daylight/sunlight provision and privacy of the neighbouring occupants of land or buildings.

Highways & Parking:

32. Policies in the NPPF, London Plan and the Core Strategy seek to ensure that development proposals will incorporate sustainable transport.

33. The London Plan highlights that the Mayor wishes to see an appropriate balance being struck between promoting new development and preventing excessive car parking provision that can undermine cycling, walking and public transport use.

34. CS Policy CS7 (Managing Vehicle Use) states that car use should be managed to ensure sustainability, road safety and reduce congestion, including car club schemes and the provision of electric vehicle charging points and managing on and off-street parking provision to promote sustainability and residential amenity.

35. CS Policies DM08, DM09 and DM10 seek to ensure that new development has regard to local traffic conditions and does not contribute to congestion or compromise highway safety.

36. The proposal would provide sufficient off-street parking for the residential units providing 1 space per unit and cycle parking complying with the London Plan Policy 6.13.

37. The proposed development does not provide parking for the retail use. The applicant has carried out a parking beat survey (a survey of parking capacity around the application site). The survey concludes that capacity exist within the surrounding area. Moreover, it is envisaged, given the location of the site within a predominantly residential area, that a reasonable percentage of any future customers would arrive by foot or cycle. Cycle parking would be provided on site (for both residential and retail) in accordance with development plan requirements.
38. It is considered that the proposed development would not result in significant additional parking pressure on surrounding streets or have a detrimental impact on highway safety.

39. The proposal includes a loading bay for the retail use which would be fully recessed from the highway. This would prevent delivery vehicles parking on the highway to the front of the retail unit and would therefore ensure that congestion is not caused to the highway network during delivery times. The bay delivered secured and delivered by way of a section 278 agreement and Traffic Management Order and to be secured by legal agreement.

40. It is considered that the proposal would accord with policy DM10 of the Council's adopted LDF Core Strategy April 2012.

Legal agreements

41. In the event of an approval, in accordance with the Council's SPD 'Planning Obligations' the application would be subject to a legal agreement covering the following:

- £40,000.00 contribution towards public realm works

42. The £40,000 would be spent on public realm works in the vicinity of the site to improve connectivity between the site and the existing centre. This would help in strengthening the vitality and viability of the centre.

43. Subject to the completion of a Section 106 securing the planning obligations the proposal would be in accordance with Policy IMP3 of the Council's LDF Core Strategy April 2012.

44. The proposed development would be both Mayoral and Kingston Community Infrastructure Levy (MCIL & KCIL). The MCIL would be chargeable at £35 per sqm. The application site is located in the zone 2 charging zone @ £130 per sqm for residential use and £20 sqm for the retail use.

Sustainability

45. It is recommended that a condition be placed on the application that within 3 months of first occupation, evidence must be submitted to the council confirming that the development hereby approved has achieved not less than the CO2 reductions (ENE1) associated with meeting London Plan emissions requirements and internal water usage (WAT1) standards equivalent to Code for Sustainable Homes level 4 targets. Evidence requirements are detailed in the “Schedule of evidence Required for Post Construction Stage from ENE1 & WAT1 of the Code for Sustainable Homes Technical Guide. Evidence must demonstrate a minimum 35% emissions reduction compared to 2013 part L regulations, and internal water usage rates of 105l/p/day must be submitted to and approved by the Local Planning Authority, unless otherwise agreed in writing.
Trees:

46. There are no tree impacts.

Planning balance / Conclusion

47. The proposed development would secure the delivery of both market units at a time when the Council is not able to demonstrate a supply of five years’ worth of housing land, this is a significant benefit weighing in support of the application. Furthermore the development offers highway and public realm improvements and it is anticipated that the development will improve the vitality and viability of the adjacent Local Centre with linked trips.

48. The planning application is therefore recommended for approval subject to planning conditions and legal agreement, both set out in this report.

Recommendation:

Approve subject to the following conditions:

1. The development hereby permitted shall be commenced within 3 years from the date of this decision.
   Reason: In order to comply with Section 91 of the Town and Country Planning Act, 1990. (As amended)

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

   5758-03a Existing Elevations 18/06/2018
   5758-PA2h-First Floor Plan 18/06/2018
   5758-PA2h-Front West Elevation 18/06/2018
   5758-PA2h-Rear East Elevation 18/06/2018
   5758-PA2h- Roof Plan 18/06/2018
   5758-PA2h- Second Floor Plan 18/06/2018
   5758-PA2h- Side North Elevation 18/06/2018
   5758-PA2h- Side South Elevation 18/06/2018
   5758-PA2h-Ground Floor Plan 18/06/2018
   5758-PA2h- Street Scene Elevation 18/06/2018
   Landscape Strategy Plan 18/06/2018
   Planning Statement and SCI(2) 18/06/2018
   5758-02 Existing Site Plan 18/06/2018
   Sustainability and Energy Statement Part 1 of 2 18/06/2018
   Sustainability and Energy Statement Part 2 of 2 18/06/2018
Reason: For avoidance of doubt and in the interests of proper planning.

3 Full details of the materials, colour and texture of the external finish of the building shall be submitted to and approved in writing by the Local Planning Authority prior to above ground works and the development shall be constructed in accordance with the approved finishes.

Reason: To ensure a satisfactory appearance on completion of the development in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

Prior to any above ground works of the development hereby permitted (excluding demolition) and notwithstanding the details shown on the approved plans stated in condition 2 of this permission, the following details shall have been submitted in writing (on plans at a scale of no less than 1:10) and approved by the Local Planning Authority.

- Window reveals, door reveals, overhangs, rainwater goods.

The development shall be carried out in accordance with the approved details

Reason: It is necessary to provide these details prior to commencement as it is integral to the design and appearance of the building and therefore agreement of these details prior to commencement would ensure a satisfactory appearance on completion of the development in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

5 The car parking accommodation shown upon the approved drawings shall be provided with a hard bound dust free surface, adequately drained before the development to which it relates is occupied and thereafter it shall be kept free from obstruction at all times for use by the occupier of the development and shall not thereafter be used for any purposes other than the parking of vehicles for the occupiers of the development and visitors to it.

Reason: To ensure the provision of adequate off-street parking accommodation and to avoid the congestion of surrounding roads by parked vehicles in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.
6 The development hereby permitted shall not be occupied until the secure cycle parking facilities for the occupants of, and visitors to, the development hereby approved and shown on the approved plans have been fully implemented and made available for use prior to the occupation of the development and shall thereafter be retained for use at all times.

Reason: To ensure the provision of satisfactory cycle storage facilities and in the interests of highway safety in accordance with Policy DM8 (Sustainable Transport for New Developments) of the LDF Core Strategy Adopted April 2012.

7 The development hereby permitted shall not be occupied until the refuse storage facilities and recycling facilities shown on the approved plans have been provided and such facilities to be permanently retained at the site.

Reason: To ensure the provision of refuse facilities to the satisfaction of the Council in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

8 All works on site shall take place in accordance with the following details which shall have previously been submitted to and approved in writing by the Local Planning Authority prior to the commencement of work:

(a) Provision for loading/unloading materials.
(b) Storage of plant, materials and operatives vehicles.
(c) Temporary site access.
(d) Signing system for works traffic.
(e) Measures for the laying of dust, suppression of noise and abatement of other nuisance arising from development works.
(f) Location of all ancillary site buildings.
(g) Measures to protect any tree, shrubbery and other landscape features to be retained on the site during the course of development.
(h) Means of enclosure of the site.
(i) Wheel washing equipment.
(j) The parking of vehicles of the site operatives and visitors
(k) The erection and maintenance of security hoarding.
(l) Construction hours.
(m) Servicing hours.

Reason: In order to safeguard the amenities of the surrounding residential occupiers and to safeguard highway safety and the free flow of traffic in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012. This
information is required prior to the commencement of the development as it impacts on the delivery of the project.

9 Within 3 months of first occupation of the residential units, evidence must be submitted to the council confirming that the development hereby approved has achieved not less than the CO2 reductions (ENE1) associated with meeting London Plan emissions requirements and internal water usage (WAT1) standards equivalent to Code for Sustainable Homes level 4 targets. Evidence requirements are detailed in the “Schedule of evidence Required for Post Construction Stage from ENE1 & WAT1 of the Code for Sustainable Homes Technical Guide. Evidence must demonstrate a minimum 35% emissions reduction compared to 2013 part L regulations, and internal water usage rates of 105l/p/day must be submitted to and approved by the Local Planning Authority, unless otherwise agreed in writing.

Reason: In the interests of sustainability and energy conservation in accordance with Policies 5.2 (Minimising Carbon Dioxide Emissions) and 5.3 (Sustainable Design & Construction) of the London Plan (July 2011) and Policy DM1 (Sustainable Design and Construction Standards) of the LDF Core Strategy Adopted April 2012.

10 No site and building works which are audible at the site boundary shall be carried out outside of the hours of 08.00 and 18.00 Mondays to Fridays and between 08.00 and 13.00 on Saturdays and not at all on Bank Holidays and Sundays

Reason: In order to safeguard the amenities of the surrounding residential occupiers and to safeguard highway safety and the free flow of traffic in accordance with Policies DM9 (Managing Vehicle Use for New Development) and Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

11 No unit shall be occupied until a landscaping has been submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented within the first planting season following completion of the development and the tree planting and landscaping shall thereafter be maintained for five years to the satisfaction of the Local Planning Authority. Any trees or shrubs which die during this period shall be replaced in the first available planting season, and the area shown to be landscaped shall be permanently retained for that purpose only.

Reason: To ensure that these works are properly implemented and maintained and in the interest of visual amenity in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

12 All planting, seeding or turfing detailed in the approved landscape scheme including the communal areas shall be carried out in the first planting and seeding seasons following the occupation of the first residential unit; and any trees or plants which, within a period of 5 years from the completion of the
development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written consent to any variation. The area shown to be landscaped shall be permanently retained for that purpose only.

Reason: To ensure that these works are properly implemented and maintained and in the interest of visual amenity in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

13 Prior to commencement of any phase of the development, a contaminated land assessment shall be submitted to and agreed in writing by the Local Planning Authority.

Reason: The relevant works would take place at the beginning of the construction phase and to prevent harm to human health and pollution of the environment in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

14 Should remedial works be required for any phase of the development, the remedial strategy shall be submitted to and agreed in writing by the Local Planning Authority, prior to the commencement of the development works and remedial works. On completion of the agreed remedial works, a closure report and certificate of compliance endorsed by the interested party/parties, shall be submitted to and agreed in writing by the Local Planning Authority, prior to the occupation of the site by end users.

Reason: The relevant works would take place at the beginning of the construction phase and to prevent harm to human health and pollution of the environment in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

15 If during implementation of any phase of the development, contamination is encountered which has not previously been identified, the additional contamination shall be fully assessed and a specific contaminated land assessment and associated remedial strategy shall be submitted to and agreed in writing by the Local Planning Authority before the additional remediation works are carried out. The agreed strategy shall be implemented in full prior to completion of the development hereby approved.

Reason: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other off-site receptors, and in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.
16 The servicing (including deliveries) of the ground floor A1 Retail unit shall only take place between the hours of 07:00 to 19:00 Monday to Saturday and between the hours of 09:00 to 17:00 on Sundays and Bank Holidays.

Reason: To safeguard the amenities of the occupiers of the neighbouring properties in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

17 The premises shall not be used for the purposes hereby permitted before 07:00 or after 23:00 Monday to Sundays and Bank Holidays.

Reason: To safeguard the amenities of the occupiers of the neighbouring properties in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

18 Prior to any above ground works of the development the applicant shall provide a scheme to the Local Planning Authority for its written approval detailing sound transmission reduction measures to be installed between the ground floor use and the first floor flat. The scheme shall be designed to provide at least DNTw+Ctr 50dB. Once agreed in writing by the Local Planning Authority the approved details shall be installed prior to the development being occupied and retained thereafter.

Reason: To safeguard the amenities of the occupiers of the neighbouring properties in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

19 The rating level of the noise determined by the cumulative sound emissions of the plant hereby permitted shall be at least 5dBA lower than the existing background noise level at any given time of operation. The noise levels shall be measured or predicted 1m externally to any window at the nearest residential facade. Measurements and assessment shall be made according to British Standard 4142:2014.

Reason: To safeguard the amenities of the occupiers of the neighbouring properties in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

20 Notwithstanding the details shown on the approved drawings of the development hereby permitted details of the PV panels shall be submitted to and agreed by the Local Planning Authority prior to any above ground works and thereafter installed in accordance with the details approved.
Reason: To safeguard the character and amenity of the surrounding area in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the LDF Core Strategy Adopted April 2012.

Informative(s)

1. Your attention is drawn to the need to comply with the relevant provisions of the Building Regulations, the Building Acts and other related legislation. These cover such works as - the demolition of existing buildings, the erection of a new building or structure, the extension or alteration to a building, change of use of buildings, installation of services, underpinning works, and fire safety/means of escape works. Notice of intention to demolish existing buildings must be given to the Council’s Building Control Service at least 6 weeks before work starts. A completed application form together with detailed plans must be submitted for approval before any building work is commenced.

2. When undertaking demolition and/or building work, please be considerate to your neighbours and do not undertake work before 8am or after 6pm Monday to Friday, before 8am or after 1pm on a Saturday or at any time on Sundays or Bank Holidays. Furthermore, please ensure that all vehicles associated with the construction of the development hereby approved are properly washed and cleaned to prevent the passage of mud and dirt onto the adjoining highway. You are advised that the Council does have formal powers to control noise and nuisance under The Control of Pollution Act 1974, the Clean Air Acts and other relevant legislation. For further information and advice, please contact - Environmental Health Department Pollution Section.

3. The Party Wall Act 1996 requires a building owner to notify, and obtain formal agreement from, any adjoining owner, where the building owner proposes to:
   - carry out work to an existing party wall;
   - build on the boundary with a neighbouring property;
   - in some circumstances, carry out groundwork’s within 6 metres of an adjoining building.

   Notification and agreements under this Act are the responsibility of the building owner and are quite separate from Building Regulations, or Planning Controls. The Building Control Service will assume that an applicant has obtained any necessary agreements with the adjoining owner, and nothing said or implied by the Council should be taken as removing the necessity for the building owner to comply fully with the Party Wall Act. Further information and advice is to be found in “The Party Walls etc. Act 1996 - Explanatory Booklet”.

4. In dealing with the application the Council has implemented the requirement in the National Planning Policy Framework to work with the applicant in a positive and proactive way. We have made available detailed advice in the form or our statutory policies in the Core Strategy, Supplementary Planning Documents, Planning Briefs and other informal written guidance, as well as offering a full pre-application advice service, in order to ensure that the applicant has been given every opportunity to submit an application which is likely to be considered favourably.

5. Street Naming and Numbering

   Kingston Council has a statutory duty to officially name streets and number properties within streets. As your planning application is likely to require address changes, you are obliged to contact the Street naming and numbering
team to request official registration in accordance with Part II of the London Buildings Act 1939. Failure to do this could result in delays/omissions by the post office, emergency services and other service providers. You can submit your application online via our website www.kingston.gov.uk or via email to snn@kingston.gov.uk. Alternatively, if you do not have internet access please call 020 8547 4606.
Purpose

This report concerns the unauthorised installation of a replacement uPVC window to a Building of Townscape Merit.

Recommendations

To resolve that the Director of Growth and the London Borough of Merton (for Shared Legal Service) are authorised to:

1. Issue an Enforcement Notice (s) under S. 172 of the Town and Country Planning Act 1990 (as amended), subject to any necessary legal amendments being made for which authority is delegated to the Head of Planning and Regeneration in consultation with officers from the London Borough of Merton (for Shared Legal Service SLLP),

2. withdraw and to vary such notice (s) under S. 173A, and

3. In the event of non-compliance, take action (s) by way of prosecution under S. 179, S.187A and/or direct action under S. 178 of the Act in respect of the breach of planning control/or for injunctive relief under S.187B.

Site and surroundings

1. The subject site is located on the south side of St James Road and comprises a large semi detached building in use as flats. The building itself is a building of Townscape Merit (locally listed) and is located within the St. Andrews Square Conservation Area. This report concerns the ground floor flat known as 17A.

Relevant planning history

2. 15/16380/FUL- retention of replacement front bay window at upper ground floor level with mock-timber UPVC sash windows. Refused on 28/08/2015 and appeal dismissed on 07/04/2016.

Breach of planning control

3. In the summer of 2014 the Council received a complaint that the front bay windows at upper ground floor level had been changed from timber to uPVC. A photo of the original windows are presented at Appendix 1 and a photo of the replacement windows are presented at Appendix 2.
4. In an attempt to remedy the matter the owner instructed a company to replace the unauthorised windows with a replica of the original, in UPVC, however, officers did not consider the replacement window to be an acceptable replica of the original windows. Photos of this window is presented at Appendix 3.

5. The owner subsequently applied to retain these windows which was refused on 25 August 2015. An appeal against the refusal was lodged and dismissed on 7 April 2016.

6. The owner has applied for planning permission to replace the current window with timber framed windows to better replicate the original. The application was submitted on 29 June 2018 and at the time of writing this report the application is still pending due to outstanding information required from the applicant.

7. Officers have worked with the owner to resolve this use and recognised that she has made attempts to remedy and regularise the breach, however, officers are concerned that the case has been ongoing for nearly 4 years and therefore the windows are on the brink of becoming immune from enforcement action and once immune the owner cannot be compelled to change the windows with an appropriate replacement. Authority is therefore being sought to pursue the breach of planning control, in the event the owner does not replace the windows by 24 November 2018.

Planning considerations

8. The development is assessed against policies of the current development plan which consists of the 2018 National Planning Policy Framework, London Plan July 2016 (consolidated with alterations since 2011) and the Council’s adopted LDF Core strategy April 2012. The main considerations of the development are impact on the Conservation Area and Impact on character and appearance of the host building.

Impact on Conservation Area and host building


10. In accordance with Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 when considering any planning application that affects a Conservation Area a local planning authority must pay special attention to the desirability of preserving or enhancing the character or appearance of that area. These requirements are echoed in Policies CS 8 and
DM 12 of the LDF Core Strategy, where amongst other things, they require development to "preserve or enhance the existing heritage assets of the Borough..."

11. Paragraph 193 of the NPPF states when considering the impact of a proposed development on the significance of a designated heritage asset (in this case the St Andrews Square Conservation Area), great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance. Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification.

12. Policy DM12 of the Core Strategy stresses that the Council will "respect features of local importance and special interest through the consideration of form, scale, layout, and detailed designs of a site, area or streetscape."

13. The application site falls within the St Andrew's Square Conservation Area and a Listed Grade II building stands nearby in the vicinity of Surbiton Town Centre. St Andrew's Square is an area of Victorian housing dating from the 1860s-1880s, in Gothic and Italianate styles, with strong historic assets found in the mix of historic houses in terms of fenestrations, cornices and timber windows. This significance is enhanced by many of the buildings in the Conservation Area retaining their original features. Most windows in the front are timber double hung sliding sash windows with large glass panes. These windows fall into 2-over-2 divisions (i.e. with a central vertical mullion).

14. The subject site is part of a large Victorian dwelling house that consists of two semi-detached parts on the South side of St James Road at its end close to Surbiton Centre. The building has basements and three principal floors above this in the main front elevation. The windows stand in a projecting, 3 sided and splayed bay. There are narrow bays at the side and there is a central broad window facing the front. This is six-over-six with a broad central bay and two narrow ones on each side. These windows form a matching pair between the neighbouring houses and thus a sense of symmetry is important in the architectural appreciation of the pair.

15. Officers recognise that the windows in question were installed in an attempt to remedy the harm being caused by the previous ones, however, the current windows, despite the owners intentions, do not follow the pattern of the windows
in the pair of semi-detached properties at 17-19 St James Road, that have the same architectural details and appearance.

16. The Inspector who determined the appeal to retain the current windows stated ‘…the windows attempt to replicate the profile and detail of the original timber sash window, however, the glazing bars are thicker and starker than timber. The detailing on the sash horn is not as fine as their timber equivalents and the runners within which the upper sash slides are deeper and more obvious from the street.’ The Inspector further adds ‘the appeal windows therefore have a jarring and overly dominant appearance with the host property. They detract from the symmetry that previously existed between Nos 17 and 19 as a pair of semi-detached properties and negatively affect the character and appearance of Nos 17 to 23 as Buildings of Townscape Merit. They result in harm to the significance of the Conservation Area through the loss of traditional features. The harm is less than substantial in terms of the National Planning Policy Framework, but there is still a need for the public benefits of the proposal to be weighed against that harm.’

17. It is not disputed that the previous windows may have needed repair or even replacing for better sound insulation or environmental performance. The site is located near a busy road and therefore it is plausible that noise from the road is a concern, however, there are other means available to address these concerns without the loss of the timber windows.

18. There are other examples of uPVC windows within the conservation area, many that do not have permission but have become immune due to the ‘4 year rule’, however, they are exceptions within the Conservation Area and serve to highlight the harm caused to the Conservation Area and cannot be used to justify retention of the windows under consideration here.

19. The windows, owing to design and materials have led to the loss of traditional features and the symmetry that existing between No.s 17-19. The windows have harmed the significance of the St. Andrews Square Conservation Area. The development is therefore contrary to policies CS8 and DM12 of the Kingston Local Development Framework Core Strategy and policy 7.8 of the London Plan and Paragraph xx of the National Planning Policy Framework.

Requirements of the enforcement notice(s)

20. Remove the bay windows and frames at upper ground floor front
21. Replace the windows and frames so that they match the profile, design and materials of the pre-existing windows as shown in the attached photographs

**Timescale for compliance**

22. Section 173(9) of the 1990 Town and Country Planning Act (as amended) requires that an enforcement notice shall specify the period at the end of which any steps are required to have been taken or any activities are required to have ceased. Ground (g), as set out in section 174(2) of the aforementioned Act, provides that an appeal may be made if it is considered that any period specified “falls short of what should reasonably be allowed”

23. In determining a suitable compliance period, consideration must therefore be given to all factors such as length of occupation tenancies, secure the services of the builder to carry out works and build time whilst weighing this up against the ongoing impact of the development on the character and appearance of the surrounding area.

24. A compliance period of 5 months is recommended.

**Reasons for issuing the notice**

25. The operational development has occurred within the last 4 years.

26. Planning conditions would not overcome planning objections and render the development acceptable.

27. The windows owing to the design and materials has led to the loss of traditional features and the symmetry that existing between No.s 17-19. The windows have harmed the significance of the St. Andrews Square Conservation Area. The development is therefore contrary to policies CS8 and DM12 of the Kingston Local Development Framework Core Strategy and policy 7.8 of the London Plan and Paragraph xx of the National Planning Policy Framework.

**Background papers held by Harsha Bhundia**

**Author of report** - Harsha Bhundia - Planning Enforcement Officer, 
harsha.bhundia@kingston.gov.uk, 02085474697
Appendix 1- Original windows

Appendix 2- windows installed circa August 2014
Appendix 3- Present day windows
Purpose
This report outlines the results of a local consultation on the introduction of a Permit Parking Area (PPA) in the Browns Road area, and seeks members views on the way forward.

Recommendations
That the Committee -
1. notes the results of the consultation as set out in Annex 2; and,
2. considers whether the suggested scheme, as set out in Annex 1, should be implemented.

Benefits to the Community:
Residents will find it easier to park their vehicles in their own roads.

Key Points
A. On 17 January 2018 the Committee considered a report on parking in this area which presented information and data that related to a parking beat survey, and set out outline options for possible parkings schemes such as a CPZ (Controlled Parking Zone) or a PPA (Permit Parking Area).

B. The parking beats survey showed that roads within the area were heavily parked most of the day with little free capacity. As a wide range of opinions were voiced by residents on the solutions being proposed by officers it was the Committee’s view in January that the options available to the Council needed to be further explored. Based on Members’ experiences of developing similar schemes elsewhere in the neighbourhood it was suggested that a working group be established to help steer the project and that the Surbiton Neighbourhood Conversation event on 28 February 2018 should be dedicated to engaging with residents on the parking options available.

C. At the Surbiton Conversation event a presentation was given outlining some background information, and explaining the different types of parking scheme that could be used to alleviate all-day commuter parking problems, and the advantages and disadvantages of CPZ and PPA schemes.

D. Following on from the Neighbourhood Conversation, and subsequent discussions with the Chair, Vice Chair and local ward Members, it was agreed that a public consultation should be undertaken on the introduction of a PPA scheme as shown on the attached plan (Annex 1).
The Browns Road area is heavily parked most of the day, with limited free capacity. The location of education facilities and a shopping parade nearby are likely to have an impact on the parking conditions, especially during the day. A one day sample identifying parking pressure is shown in the table below.

<table>
<thead>
<tr>
<th>Time</th>
<th>Percentage of spaces used</th>
</tr>
</thead>
<tbody>
<tr>
<td>05:00</td>
<td>76.8%</td>
</tr>
<tr>
<td>13:00</td>
<td>85.1%</td>
</tr>
<tr>
<td>17:00</td>
<td>60.6%</td>
</tr>
<tr>
<td>21:00</td>
<td>70.5%</td>
</tr>
</tbody>
</table>

At 13:00 the survey data shows 85.1% of available parking spaces used, in comparison to the 17:00 audit when 60.6% available spaces were used. This then rises to 70.5% used spaces by 21:00, when it is assumed that working residents will have returned, albeit the demand has not returned to the same level as the 05:00 levels, which is taken as a base level.

A further breakdown of the figures for the 13:00 survey period on a road by road basis can be seen below.

<table>
<thead>
<tr>
<th>Street</th>
<th>Spaces</th>
<th>Occupied</th>
<th>Stress%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Browns Road</td>
<td>41</td>
<td>37</td>
<td>90.2</td>
</tr>
<tr>
<td>King Charles Crescent</td>
<td>61</td>
<td>52</td>
<td>85.2</td>
</tr>
<tr>
<td>Mayberry Place</td>
<td>13</td>
<td>10</td>
<td>76.9</td>
</tr>
<tr>
<td>Warwick Grove</td>
<td>40</td>
<td>27</td>
<td>67.5</td>
</tr>
<tr>
<td>Alpha Road</td>
<td>55</td>
<td>51</td>
<td>92.7</td>
</tr>
<tr>
<td>Britannia Road</td>
<td>20</td>
<td>19</td>
<td>95.0</td>
</tr>
<tr>
<td>South Place</td>
<td>5</td>
<td>5</td>
<td>100.0</td>
</tr>
<tr>
<td>Middle Green Place</td>
<td>6</td>
<td>4</td>
<td>66.6</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>241</strong></td>
<td><strong>205</strong></td>
<td><strong>85.1</strong></td>
</tr>
</tbody>
</table>
Proposal and Options

4. In October 2018 296 consultation letters were delivered to residents within the area of scope, and to date 62 responses have been received which is a 13% return rate. The deadline for the return of questionnaires was 28 October, this report was prepared prior to the deadline, therefore, the final result will be submitted as late material.

5. The result of the local consultation so far are:

Q1: Do you find it difficult to find a parking space in your road?

Yes: 42  No: 19

Q2: If yes, do you feel the introduction of parking permits would help with this issue?

Yes: 40  No: 12

<table>
<thead>
<tr>
<th>Street</th>
<th>rec’d</th>
<th>q1/yes</th>
<th>q1/no</th>
<th>q2/yes</th>
<th>q2/no</th>
</tr>
</thead>
<tbody>
<tr>
<td>Browns Road</td>
<td>22</td>
<td>17</td>
<td>4</td>
<td>17</td>
<td>3</td>
</tr>
<tr>
<td>King Charles Crescent</td>
<td>16</td>
<td>10</td>
<td>6</td>
<td>12</td>
<td>1</td>
</tr>
<tr>
<td>Mayberry Place</td>
<td>6</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Warwick Grove</td>
<td>4</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Alpha Road</td>
<td>6</td>
<td>2</td>
<td>4</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Britannia Road</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>South Place</td>
<td>5</td>
<td>5</td>
<td>0</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Middle Green Place</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>62</strong></td>
<td><strong>42</strong></td>
<td><strong>19</strong></td>
<td><strong>40</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

Comments

6. Some Comments received:
   - Why is this still being considered when it has been rejected many times.
   - It would be a shame to introduce permits in one of our few areas in Surbiton that doesn't require it.
   - I always get a space in the daytime, paying for a permit on a tight budget if it goes ahead the council should pay for it.
   - this will be easy to be abused by non-residents.
   - I find it hard parking but would be unable to pay the cost of the permit as I am on a pension.
   - Please don't bring this in for King Charles Crescent.
   - I'm desperate to be able to park near my house.
I don’t have a car demolish the Star Centre and make a parking area.
I don’t wish to have permit parking in my area It will not increase parking spaces.
We desperately need a parking permit during the week due to commuters.
Always have a problem it would help massively.
Really worried about the impact on my business not just loss of customers but the cost of 3 permits is completely out of proportion.
There are not spaces for all residents to park it doesn’t solve the problem it will just move it elsewhere.
Looking out on our road every day parked cars belong to residents so I can’t see how permits will help.
Many people park to work or are retired. The same number of cars will be the same.
We are both disabled and find it hard to park hope the scheme improves things.
Because it's perfectly fine as it is.
Because permits do not lessen the number of cars or the demand just push the problem further away.
(For more details please see Annex 3)

Timescale
7. If approved the scheme could be implemented by March/April 2019

Resource Implications
8. There is no funding been allocated to this scheme, if a scheme is approved a funding needs to be sought from RBK Capital
9. It is expected for the scheme to cost up to £30k but it depends on the type of the scheme introduced.

Legal Implications
10. There are no specific legal implications at this stage, however, should the scheme proceed Traffic Management Orders (TMO) would be required to make the proposed changes, and any legal issues arising at that stage would be the subject of a further report to this Committee.

Risk Assessment
11. A full risk assessment would be carried out once any approved scheme is agreed. The key issues that would need to be considered are any displaced traffic to surrounding roads.

Equalities Impact Assessment
12. Schemes of this nature are covered by an overarching EQIA, and as such it does not require a specific assessment.
Health Implications

13. None known.

Road Network Implications

14. It is considered that the implementation of a PPA scheme will result in an improved local environment, as it is anticipated that there would be significantly less traffic on the road trying to find and secure on-street parking spaces. This traffic is usually stop/start as drivers wait for spaces, and so the local traffic network would be expected to function more effectively.

Environmental & Air Quality Implications

15. The scheme would shift on-street parking pressure to other roads, which do not have parking controls, and it is likely that the traffic would spread over a wider area. It would, however, reduce the amount of local traffic that uses the roads in the controlled area, whilst trying to find a space to park.

Background papers -
Consultation response Papers- Letters received - past consultations and parking surveys
Documents

Background papers held by author/other - Younes Hamade, Senior Professional Traffic Engineer, tel 020 8547 5922 email: younes.hamade@kingston.gov.uk
<table>
<thead>
<tr>
<th>Road</th>
<th>Comments</th>
<th>Officers Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpha Road</td>
<td>I use my cousins car, so I couldn’t get a permit</td>
<td>You have to live in the PPA area to obtain a permit.</td>
</tr>
<tr>
<td>Warwick Grove</td>
<td>I always get a space in the daytime, paying for a permit on a tight budget if it goes ahead the council should pay for it.</td>
<td>Permits have to be paid for by residents.</td>
</tr>
<tr>
<td>South Place</td>
<td>The yellow lines are never checked so how would this scheme be checked. Why are not council tax registrations checked this will be easy to be abused by non-residents.</td>
<td>All cars must have permits.</td>
</tr>
<tr>
<td>South Place</td>
<td>I find it hard parking but would be unable to pay the cost of the permit as I am on a pension.</td>
<td></td>
</tr>
<tr>
<td>King Charles Crescent</td>
<td>Please don’t bring this in for King Charles Crescent.</td>
<td></td>
</tr>
<tr>
<td>King Charles Crescent</td>
<td>I’m desperate to be able to park near my house.</td>
<td></td>
</tr>
<tr>
<td>King Charles Crescent</td>
<td>I don’t have a car demolish the Star Centre and make a parking area.</td>
<td>This is not in the consultation.</td>
</tr>
<tr>
<td>King Charles Crescent</td>
<td>I don’t wish to have permit parking in my area It will not increase parking spaces.</td>
<td></td>
</tr>
<tr>
<td>King Charles Crescent</td>
<td>We desperately need a parking permit during the week due to commuters.</td>
<td></td>
</tr>
<tr>
<td>KCC6</td>
<td>Due to planned construction of flats I would like PPA introduced.</td>
<td></td>
</tr>
<tr>
<td>------</td>
<td>---------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>KCC7</td>
<td>Parking permits to be introduced urgently – increased parking pressure put by commuters and commercial vehicles.</td>
<td></td>
</tr>
<tr>
<td>KCC8</td>
<td>We do not want the area to become a PPA.</td>
<td></td>
</tr>
<tr>
<td>BR1</td>
<td>Browns Road Always have a problem it would help massively.</td>
<td></td>
</tr>
<tr>
<td>BR2</td>
<td>Really worried about impact on my business not just loss of customers but the cost of 3 permits is completely out of proportion. Your business is not included in the PPA area.</td>
<td></td>
</tr>
<tr>
<td>BR3</td>
<td>There are not spaces for all residents to park it doesn’t solve the problem it will just move it elsewhere. The scheme is intended to allow only residents to park.</td>
<td></td>
</tr>
<tr>
<td>BR4</td>
<td>Two developments are taking place in the next few years, parking will become even worse.</td>
<td></td>
</tr>
<tr>
<td>BR5</td>
<td>Because the limit on permits stops me having my carer and family to visit as often as they do; moreover, I will not put my front garden into a parking space – not enough permits.</td>
<td></td>
</tr>
<tr>
<td>MP1</td>
<td>Mayberry Place Looking out on our road every day parked cars belong to residents so I can’t see how permits will help. Many residents find it hard to park.</td>
<td></td>
</tr>
<tr>
<td>KCR1</td>
<td>King Charles Road Many people park to work or are retired. The same number of cars will be the same.</td>
<td></td>
</tr>
<tr>
<td>KCR2</td>
<td>King Charles Road We are both disabled and find it hard to park hope the scheme improves things.</td>
<td></td>
</tr>
<tr>
<td>KCR3</td>
<td>Because it’s perfectly fine as it is.</td>
<td></td>
</tr>
<tr>
<td>KCR4</td>
<td>I do not agree with parking permits.</td>
<td></td>
</tr>
<tr>
<td>KCR4</td>
<td>Because permits do not lessen the number of cars or the demand just push the problem further away.</td>
<td></td>
</tr>
<tr>
<td>RG1</td>
<td>Richmond Grove There is plenty of parking in Richmond Grove</td>
<td></td>
</tr>
<tr>
<td>MGC1</td>
<td>Middle Green Close 8 disable council residents living in a “close” with only 6 parking bays, almost always occupied by non-residents (school children’s parents) or other private owners in the evening/at night. Problem happening since 2012 for people with mobility and other health impairments.</td>
<td></td>
</tr>
</tbody>
</table>
Consultation results as of **25/10/2018**

Browns Road area: Result of local consultation on the introduction of a PPA

<table>
<thead>
<tr>
<th>Road</th>
<th>Delivered</th>
<th>Rec’d</th>
<th>Question 1- do you find it difficult to park in your road</th>
<th>Question 2- Do you feel the introduction of parking permits would help?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>YES</strong></td>
<td><strong>NO</strong></td>
</tr>
<tr>
<td>Alpha Road</td>
<td>56</td>
<td>6 (11%)</td>
<td>2 (33%)</td>
<td>4 (67%)</td>
</tr>
<tr>
<td>Middle Green Close</td>
<td>8</td>
<td>1 (12%)</td>
<td>1 (100%)</td>
<td></td>
</tr>
<tr>
<td>South Place</td>
<td>31</td>
<td>5 (16%)</td>
<td>5 (100%)</td>
<td></td>
</tr>
<tr>
<td>Warwick Grove</td>
<td>21</td>
<td>4 (19%)</td>
<td>2 (50%)</td>
<td>2 (50%)</td>
</tr>
<tr>
<td>Browns Road</td>
<td>42</td>
<td>21 (50%)</td>
<td>17 (81%)</td>
<td>4 (19%)</td>
</tr>
<tr>
<td>Mayberry Place</td>
<td>11</td>
<td>6 (54%)</td>
<td>3 (50%)</td>
<td>3 (50%)</td>
</tr>
<tr>
<td>Britannia Road</td>
<td>86</td>
<td>2 (2%)</td>
<td>2 (100%)</td>
<td></td>
</tr>
<tr>
<td>King Charles Crescent</td>
<td>41</td>
<td>16 (39%)</td>
<td>10 (63%)</td>
<td>6 (37%)</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>296</strong></td>
<td><strong>61</strong></td>
<td><strong>42</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>21%</strong></td>
<td><strong>69%</strong></td>
</tr>
</tbody>
</table>

Not in PPA direct area

<table>
<thead>
<tr>
<th>Road</th>
<th>Delivered</th>
<th>Rec’d</th>
<th>Question 1- do you find it difficult to park in your road</th>
<th>Question 2- Do you feel the introduction of parking permits would help?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>YES</strong></td>
<td><strong>NO</strong></td>
</tr>
<tr>
<td>Allerton House King Charles Road</td>
<td>10</td>
<td>3</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>King Charles Road</td>
<td>60</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Richmond Grove</td>
<td>10</td>
<td>2</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Headley King Charles Road</td>
<td>36</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Ewell Road</td>
<td>70</td>
<td>2</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>191</strong></td>
<td><strong>11</strong></td>
<td><strong>7</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>6%</strong></td>
<td><strong>64%</strong></td>
</tr>
</tbody>
</table>

Responses received in PPA area is 61 which is 21% of 296 delivered

Out of the 61 received 69% said yes to Q1

Out of the 61 received 64% said yes to Q2
Neighbourhood Review
Report by the Director, Communities

Call-in deadline: N/A (this is a consultation report for decisions to be taken by full Council at its meeting on 11 December 2018)

Purpose
To seek the views of the Committee on emerging outline proposals for the strengthening of the Council’s Neighbourhoods arrangements.

Recommendation that -
The Committee considers and comments upon the proposals for the strengthening of the Council’s Neighbourhood arrangements set out in Annex 1 of this report.

Benefits to the Community:
The strengthening of the role of Neighbourhoods will enable the Council’s services to better meet the needs of the local community, help ensure that the voice of the community is heard in debate on more strategic borough-wide issues and promote more active engagement with residents and other stakeholders.

Key Points

A. The Council is currently undertaking a review in order to establish how it might strengthen its Neighbourhood arrangements. The focus of the review is on ensuring that Neighbourhood Committees have the ability to help determine local priorities; take decisions on local issues; can act as an effective means of engagement with the local community; are consulted on strategic or borough-wide issues before decisions are made at Strategic Committees, and given access to resources to help respond to local issues or priorities.

B. The Neighbourhoods Review complements a broader review of the Council’s constitutional structures which seeks to ensure that the governance processes are robust, efficient and flexible and to enhance clarity on responsibility for decision making.

C. The presentation attached at Annex 1 sets out the areas of focus of the Neighbourhoods Review, which is intended as a framework to take the work forward and develop final proposals based on Member feedback. This includes outline proposals for Neighbourhood Committees to oversee the development of local community plans, a strengthening of the Committees consultation and engagement role, the introduction of arrangements which would provide flexibility for Neighbourhoods to determine a much broader range of issues than is presently the case where the impact is confined to a single Neighbourhood area and the devolution of certain funding streams.
D. The Committee is asked to discuss and comment on the issues raised in the presentation. Questions which the Committee may particularly like to explore in its discussion include:

- How should Neighbourhood Committees carry out their dual role as decision making bodies and as a means of consulting and engaging residents?
- Should separate consultation and engagement sessions be held from decision making meetings?
- How should Community Plans be developed with input from local residents, businesses and community groups?
- What sort of decisions should be taken by Neighbourhood Committees?
- How should the views of Neighbourhood Committees be fed into decisions made by Strategic Committees?
- How should resources devolved to Neighbourhood Committees best be allocated?

E. The views of the Committee will be fed back into the review process and be used to help to shape the final proposals in respect of both the Neighbourhoods and Constitutional arrangements. Ongoing dialogue is also taking place with Neighbourhood Committee Chairs and Vice-Chairs and the detailed recommendations will be presented to the Finance & Contracts Committee on 29 November and, subsequently, to the meeting of Council on 11 December for decision.

Background papers -
Slide Deck,
Neighbourhoods Review Outline Approach October 2018

Author of report - Gary Marson, Democratic Services Team Leader, Tel, 0208 547 5021, email gary.marson@kingston.gov.uk
Neighbourhoods Review: Outline approach

October 2018
Objective

- Effective use of Neighbourhood Committees as a means of determining local priorities and bringing Council decision making, consultation and engagement closer to communities

- Taking decisions and responding to issues at the Neighbourhood level is intended to make the Council more responsive to local priorities, opportunities and challenges
Neighbourhoods Review - areas of focus

• **Determining local priorities** - Developing Community Plans via Neighbourhood Committees - through engagement with residents, businesses & community groups - to frame local decisions

• **Decision making at the right level** - determining which decisions made by Neighbourhood Committees and which made by Strategic Committees

• **Consultation and engagement** - Neighbourhood Committees as a means of engagement on local and Borough-wide issues

• **Resources to respond to local priorities** - Devolving resources to Neighbourhood Committees and making effective use of Community Rangers
An iterative approach

- Proposals to strengthen the role of Neighbourhood Committees will evolve over time
- Discussion at Neighbourhood Committees to develop initial proposals
- Proposals to Full Council on 11 December
- Keep proposals under review to consider what works in practice and amend accordingly
- Links to Constitution Review
Determining local priorities - Community Plans

- Each Neighbourhood Committee to oversee the development of a **Community Plan**
- Plans used to **determine local priorities** and provide a framework to guide local decision making and resource allocation
- Linked to **wider Council priorities and objectives**
- Developed via **consultation and engagement** led by Neighbourhood Committees
- Each Committee to determine **how best to develop their Plans**
Decision making by Neighbourhood Committees

- Constitution Review looking at which **decisions** should be made by Neighbourhood Committees and which by Strategic Committees

- Developing **Terms of Reference** for Neighbourhood Committees to strengthen **consultative role** and refer decisions which affect a **specific Neighbourhood** to the relevant Neighbourhood Committee

- Constitution Review reporting to **Finance & Contract Management Committee** - Constitution Review and Neighbourhoods Review working closely together
Decision making by Neighbourhood Committees

- Current ToR for Neighbourhood Committees very detailed
- Not possible to define all matters which might arise that are suitable for decision at Neighbourhood Committee
- Alternative approach to define general principles of the kinds of decision which should be considered at Neighbourhoods, based perhaps around geographical coverage, scope and impact
- Likely to broaden the range of issues brought to Neighbourhoods for decision
- Thresholds could be set to establish boundaries between matters delegated to Officers and those decided at Committee
Local consultation and engagement

- Currently, Neighbourhood Committees meet 5 times a year as decision making Committees.

- Exploring two functions of Neighbourhood meetings: 1) Formal decision making Committees; and 2) Consultation and engagement sessions.

- As well as taking decisions, they should be a means of consulting Ward Councillors and residents to consider local perspectives before decisions made at Strategic Committees or Full Council.

- Scope within the existing constitution to do this.

- Each Neighbourhood Committee to determine how best to carry out the two functions - separate consultation meetings?
Examples of local consultation and engagement

- Examples of the type of issue that might be considered at Neighbourhood consultation sessions before agreement at Strategic Committee or Full Council:
  - Borough-wide Council strategies relating to a range of portfolio areas such as growth and economic development; Environment; culture; health; children and young people
  - Local priorities as part of strategic highways schemes (e.g. LIP)
  - Major planning and regeneration schemes
Devolving resources to Neighbourhoods

- Looking at three funding streams to provide resources to Neighbourhood Committees to respond to local priorities:
  - Proportion of **Community Infrastructure Levy** (15% of Borough total) - for use on environmental and infrastructure priorities
  - Ward Councillor budgets
  - Small Grants

- Proposals being developed to determine how resources should be allocated by Neighbourhood Committees - linked to priorities in Community Plans.
- Looking at how best to use **Community Rangers** as a means of responding quickly to local issues
Areas for discussion

● How should Neighbourhood Committees carry out their dual role as decision making bodies and as a means of consulting and engaging residents?

● Should separate consultation and engagement sessions be held from decision making meetings?

● How should Community Plans be developed with input from local residents, businesses and community groups?

● What sort of decisions should be taken by Neighbourhood Committees?

● How should the views of Neighbourhood Committees be fed into decisions made by Strategic Committees?

● How should resources devolved to Neighbourhood Committees best be allocated?
Timetable and next steps

- **Oct/Nov** - Discussion on approach at Neighbourhood Committees
  - 18 Oct - South of the Borough
  - 31 Oct - Maldens & Coombe
  - 1 Nov - Kingston Town
  - 6 Nov - Surbiton

- **29 Nov** - Constitution Review & Neighbourhoods proposals to Finance & Contract Management Committee

- **11 Dec** - Final report to Full Council