

OFFICER REPORT FOR DECISION UNDER DELEGATED AUTHORITY

APPLICATION NO: L0010.25

WARD: St Edwards **Date Received:** 14th November 2025

ADDRESS: Town Hall, Havering LBC Main Road
Romford

PROPOSAL: Waterproofing of roof, upgrading of ventilation system, and addition of air conditioning to first floor west wing.

DRAWING NO(S): 243259-PUR-00-01-DR-A-0031 Rev P03
243259-PUR-00-01-DR-A-0201 Rev P2
243259-PUR-00-02-DR-A-0030 Rev P03
243259-PUR-00-02-DR-A-0200 Rev P03
243259-PUR-00-XX-DR-A-0020 Rev P03
243259-PUR-00-XX-DR-A-0032 Rev P03
243259-PUR-00-XX-DR-A-0033 Rev P03
243259-PUR-00-XX-DR-A-0034 Rev P03
243259-PUR-00-XX-DR-A-0035 Rev P03
243259-PUR-00-XX-DR-A-0036 Rev P03
243259-PUR-00-XX-DR-A-0037 Rev P03
243259-PUR-00-XX-DR-A-0103 Rev P02
243259-PUR-00-XX-DR-A-0202 Rev P04
243259-PUR-00-XX-DR-A-0205 Rev P02
243259-PUR-00-XX-DR-A-0206 Rev WIP
243259-PUR-00-XX-DR-A-0254 Rev P01
243259-PUR-XX-XX-DR-A-0203 Rev P04
243259-PUR-XX-XX-DR-A-0204 Rev P05
243259-PUR-XX-XX-DR-A-0255 Rev P01
243259-PUR-XX-XX-DR-A-0257 Rev WIP
243259-PUR-ZZ-XX-DR-A-0275 Rev P02
243259-PUR-ZZ-XX-DR-A-1100 Rev P03
243259-PUR-ZZ-XX-DR-A-1101 Rev P02
243259-PUR-ZZ-XX-DR-A-1102 Rev P02
243259-PUR-ZZ-XX-DR-A-1103 Rev P02
243259-PUR-ZZ-XX-DR-A-1104 Rev P02
243259-PUR-ZZ-XX-DR-A-1105 Rev P02
243259-PUR-ZZ-XX-DR-A-1106 Rev P02

RECOMMENDATION: It is recommended that **planning permission be GRANTED** subject to the condition(s) given at the end of the report

SITE AND SURROUNDINGS

Havering Town Hall is a Grade II listed building (List Entry Number: 1245551), designated for its architectural significance as an exemplar of the International Moderne style. Designed by architects H. R. Collins and A. E. O. Geens and completed in 1935, the building is a distinguished representation of streamlined modern architecture of its era.

Both the exterior and interior contribute significantly to its special architectural and historic interest. Despite subsequent extensions in the 1950s and 1980s, the original 1930s structure remains largely intact, retaining much of its original fabric, including key architectural features and principal internal spaces such as the council chamber and main stairwell. Of particular relevance to this proposal are the roofline, parapet, and lanterns, which are integral to the building's architectural significance.

THE PROPOSAL

Planning permission is sought (alongside Listed Building Consent under ref: L0010.25) for works to the Town Hall to include waterproofing of the roof of the town hall (and necessary works to achieve this), upgrading of ventilation system and addition of air conditioning to first floor west wing.

OFFICER COMMENTS: From review of the details of what has been submitted the works propose the renewal of roof waterproofing which necessitates a number of interventions including door thresholds, kerb heights for roof-lights and lanterns, plant at roof level as well as historic ductwork/pipework, parapet height and fire escape routes/access and rainwater goods.

There would be some minor changes to openings in size in addition to the replacement of a door with a window to match those in situ at roof level. Rooflights/lanterns are proposed to be reinstated/refurbished with one modern unit removed entirely.

By way of background pre-application advice was given dated 14 July 2025 what follows in this submission responds to advice offered at that time following an on-site meeting.

RELEVANT PLANNING HISTORY

P1473.25	Waterproofing of roof, upgrading of ventilation system, and addition of air conditioning to first floor west wing.
	Awaiting Decision

L0009.25	Listed Building Consent for the removal of 2 x obsolete link corridors to the east and west elevations and replaced with new windows including the addition of a new ramp and steps to the north elevation Apprv with cons 08-01-2026
P1382.25	Removal of 2 x obsolete link corridors to the east and west elevations and replaced with new windows including the addition of a new ramp and steps to the north elevation Apprv with cons 08-01-2026
W0047.25	Re-roofing, to include general roof-level repairs, replacement of rooftop plant, refurbishment and/or replacement of rooflights and lanterns, alterations to access doors, new access control system, provision of PV array. Awaiting Decision
L0010.21	This application seeks Listed Building Consent for the following: 1. Relocating two existing doors of historical interest. Two existing doors are to be removed and relocated as part of improvement works to the first floor MASH area. 2. Modifying signage on existing doors. It is proposed to have gender neutral signage which will also be incorporated in the listed building Apprv with cons 09-11-2021
P1679.21	This application seeks full planning consent for the following: 1. Main Entrance Refurbishment: The removal of the existing ground floor entrance glazing, installation of new curtain wall entrance, soffit and associated works to the existing structure. 2. New roof top plant and acoustic screening: As part of internal improvement works, a new VRF condenser is proposed. This is to be housed on the roof top, adjacent to the existing plant area. 3. New louvered ventilation panels to the facade: The existing louvered panels to the north facade of the west wing building are to be modified to provide new intake and extract grilles for the new ventilation system being installed Apprv with cons 09-11-2021

REPRESENTATION SUMMARY

PUBLIC CONSULTATION

Letters were sent to surrounding neighbouring occupiers with no letters of representation received. The scheme was also advertised in the local press and a site notice was displayed adjacent to the site.

In addition to this the following comments were received from other stakeholders:

Council's Heritage Advisor - No Objection
Historic England - No Objection

LBH Public Protection - No Objection subject to condition.

PLANNING POLICIES

Havering Local Plan 2016-2031 Policies 7, 23, 24, 26, 28 and 34

London Plan 2021, in particular Policies H1, D1, D4, D6, G2, T6.

NPPF

Planning (Listed Buildings and Conservation Areas) Act 1990 (in particular sections 16, 66 and 72).

MAYORAL CIL IMPLICATIONS

There is no CIL contribution required owing to the nature of the works proposed which are limited to the removal of redundant link corridor sections and the replacement with openings consistent with the existing building.

PRINCIPLE OF DEVELOPMENT

The main constraint is that the application site is the Grade II listed building (List Entry Number: 1245551) Town Hall, designated for its architectural significance as an exemplar of the International Moderne style. Designed by architects H. R. Collins and A. E. O. Geens and completed in 1935, the building is a distinguished representation of streamlined modern architecture of its era.

These matters and other policy considerations will be explored below.

LISTED BUILDING

The application site is Havering Town Hall is a Grade II listed building (List Entry Number: 1245551), designated for its architectural significance as an exemplar of the International Moderne style. Designed by architects H. R. Collins and A. E. O. Geens and completed in 1935, the building is a distinguished representation of streamlined modern architecture of its era.

Officers have considered fully the Design and Access and Heritage Impact Assessment statement submitted along with other information provided.

Policy 28 of the Havering Local Plan 2016-2031 requires that development conserve and enhance the significance of heritage assets at risk within the borough. More broadly any decisions relating to listed buildings and their settings and conservation areas must also address the statutory considerations of the Planning (Listed Buildings and Conservation Areas) Act 1990 (in particular sections 16, 66 and 72).

S66(1) - In considering whether to grant planning permission for development which affects a listed building or its setting, the local planning authority or, as the case may be, the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.

The Council has sought specialist heritage advice and has used this to inform decision making. The applicant has clearly demonstrated and it was observed during site inspection that the waterproofing works are necessary to prevent further imminent damage from taking place which may have necessitated more intrusive and potentially harmful works to the subject building.

The application is for waterproofing of the roof (to include works reasonably necessary to achieve this), upgrading of ventilation system, and addition of air conditioning to first floor west wing. Havering Town Hall is a Grade II listed building (List Entry No. 1245551), designated for its special architectural interest as an exemplar of the International Moderne style. Designed by architects H. R. Collins and A. E. O. Geens and completed in 1935, the building represents a distinguished example of streamlined modern architecture of its period. Of particular relevance to the current proposal are the roofline, parapet, and lanterns, which form integral components of the building's architectural significance.

The application proposes renewal of the roof waterproofing and the incorporation of an additional insulation system. This would contribute essentially to an increased roof thickness and would require interventions accordingly to do thresholds/kerb heights and other works to parapet height, heights for rooflights and lanterns, rooftop plant, fire access routes/escapes and rainwater goods.

The Council's heritage advisor resolves that the conversion of one door into a window at roof level is considered to result in a minor adverse impact on the architectural interest of the listed building. However, the approach to reinstate raised door thresholds to match the existing and the introduction of a new Crittall window in keeping with adjacent fenestration would help to mitigate this impact. Officers have no reason to dispute these findings.

The refurbishment of existing rooflights and lanterns, with reinstatement in their original positions and raised kerbs, is not considered to affect the building's special interest. The proposed reduction in size of one rooflight would, however, introduce a minor adverse impact. While this is acknowledged, the constraints associated with retaining the rooflight in its current form are understood and accordingly it is considered by officers that those impacts are justifiable. Removal of the modern rooflight and the like-for-like replacement of Lantern 08 is acceptable.

The relocation of rooftop plant as proposed would marginally increase visibility, though not to a degree that would harm the appreciation of the listed building. Similarly, the proposed works to the rainwater drainage system, including the creation of a sump along the parapet to retain outlets in their current locations, are regarded as a sympathetic approach that preserves architectural interest and aesthetic value. Interventions to brickwork at parapet level for passing pipework and cabling would result in minor fabric impact but are not considered harmful to the building's significance. Likewise, the installation of PV panels on the roof, ensuring these remain out of public view, would not affect the building's special interest. From review of drawings submitted there is no suggestion that PV panels would project or be conspicuous in views of the subject building. The introduction of a new ventilation system for the Council Chamber, designed to be more discreet, is considered an enhancement.

Viewing the development proposals in the round the Council's heritage advisor does not raise an objection to the development. The principle of development is accepted and is regarded as positive, offering tangible benefits. It is however recognised that the development proposals would result in a minor adverse impact, amounting to a low level of less than substantial harm to the significance of

the listed building. This harm is considered to fall at the lowest end of the scale.

Para 215 of the Framework states that where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the

public benefits of the proposal including, where appropriate, securing its optimum viable use. To that end, officers are persuaded that the works would contribute to the building operating in its capacity as a Town Hall and that there would be clear and identifiable public benefit. The works proposed appear to be necessary interventions which offer tangible benefits. The enhancements identified above such as the improved ventilation system for the Council Chamber, the refurbishment and reinstatement of lanterns, the sympathetic approach to rainwater drainage, and the roof repairs and waterproofing works to prevent further deterioration are regarded as contributing meaningful public benefit within the balancing exercise.

The scheme as a whole would not present in any material adverse impacts or harm to the Listed building not outweighed by other benefits and would, subject to conditions to ensure adequate quality of the works to be undertaken, preserve the special architectural and historic interest of Town Hall and its setting. Accordingly the proposals comply with the NPPF as no harm is identified to the building's significance thereby compliant with Chapter 16. In doing so there would be compliance with Havering Local Plan Policy 28, London Plan Policy HC1 and the objectives of the Planning (Listed Buildings and Conservation Areas) Act 1990 (in particular sections 16 and 66.)

DESIGN/IMPACT ON STREET/GARDEN SCENE

The Framework states that the creation of high quality buildings and places is fundamental to what the planning and development process should achieve. It goes on to set out that good design is a key aspect of sustainable development, in so far as that it creates better places in which to live and work and helps make development acceptable to communities.

The framework requires that permission is refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area. The Council is keen to ensure new residential development respects and enhances the positive features of Havering's character and local distinctiveness.

There would be some views of the development from the public realm/staff car-park in particular from the rear where replacement openings, fire/access routes and lanterns are present. On the whole though, it is not considered that the resultant appearance would be materially harmful or of poor design. Officers do not identify any material harm in design terms on the principle of what is being considered subject to conditions to secure an acceptable material finish.

It is considered necessary to secure further detail of the exact arrangement of PV panels and in particular their siting/and degree of protrusion from the flat roof. No elevation detail has been provided which concludes on this matter.

There would be no conflict with the objectives of the Havering Local Plan 2016-2031, nor the NPPF or London Plan 2021.

IMPACT ON AMENITY

The nature of the proposals is such that they do not raise any material planning issues relating to amenity per se, the subject building is in fact well removed from nearby residential dwellings and set within a spacious environment with plenty of buffer to surrounding premises which might be considered sensitive receptors.

The physical works to the roof including increased roof thickness, revised fire escape routes/access do not raise present in any material harm to neighbouring amenity. Whilst views are capable of being achieved at roof level, it is not considered that this would be materially worsened through the proposals.

A condition regarding plant noise will be imposed on the accompanying planning consent in the event of approval. It is not considered that there are any amenity grounds with which to withhold permission.

HIGHWAY/PARKING

There are no known highways considerations arising from the proposals.

OTHER ISSUES

The proposals do not raise any ecological or other issues.

BNG would not be applicable to Listed Building Consent. Officers will consider separately through the accompanying planning application whether this would be applicable. In view of the foregoing, the nature of the works and character of the site this is unlikely.

CONCLUSION

In view of the foregoing and having regard to all relevant planning policies and material considerations APPROVAL is recommended accordingly.

RECOMMENDATION:

It is recommended that **planning permission be GRANTED** subject to the following condition(s)

1 Listed buildings Time Limit

The development to which this consent relates must be commenced not later than three years from the date of this consent.

Reason:-

To comply with the requirements of Section 18(1) of the Planning (Listed Building and Conservation Areas) Act 1990 (as amended by Section 51 of the Planning Compulsory

Purchase Act 2004).

2 Accordance with plans

The development hereby permitted shall not be carried out otherwise than in complete accordance with the approved plans (as set out on page one of this decision notice).

Reason:-

For the avoidance of doubt and to ensure that the development is carried out as approved.

3 Windows/Door

The new windows/door which form part of the approved scheme shall match in their entirety the scale, material, dimensions, including thickness of glazing and finish of existing windows/doors in the subject building to the satisfaction of the Local Planning Authority.

Reason:-

To ensure that the design, scale, and detailing of the proposed new windows/door are sympathetic to the character and appearance of the heritage asset, in accordance with Policy 28 of the Local Plan, Policy HC1 of the London Plan and the NPPF.

4 Making good/detailing

All new work and works of making good to the retained fabric whether internal or external shall be carried out in accordance with the details submitted within this application and finished to match the existing original work with regard to the methods and materials used, colour, texture and profile and in the case of brickwork facebond and pointing. The works shall be carried out to the satisfaction of the Local Planning Authority.

Reason:-

To preserve the character and appearance of the Listed Building and its setting.

5 PV Panels

Prior to their installation, full details of PV panels located on the flat roofed sections of the building as shown indicatively on approved plans shall be submitted to and agreed in writing with the Local Planning Authority. This shall extend to their full specification, exact number, siting and degree of protrusion from the roof of the subject building. Such a scheme as agreed shall then be installed to the satisfaction of the Local Planning Authority and maintained thereafter.

Reason:-

To preserve the character and appearance of the Listed Building and its setting.

INFORMATIVES

1 Approval - No negotiation required

Statement Required by Article 35(2) of the Town and Country Planning (Development Management) Order 2015: No significant problems were identified during the consideration of the application, and therefore it has been determined in accordance with paragraph 38 of the National Planning Policy Framework.

Authorising Officer:

Simon Thelwell

Simon Thelwell

9th January 2026