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Planning Department
London Borough of Havering
Town Hall
Romford
RM1 3BB

Dear Planning,

**PLANNING APPLICATION FOR EXTERNAL WORKS AND INSTALLATION OF PLANT AT EXCHANGE HOUSE,
180-182 ST. MARY'S LANE, UPMINSTER RM14 3BT**

We write on behalf of our client, N Family Holdings Ltd (trading as N Family Club), to submit the enclosed planning application in relation to their occupation of Exchange House, 180-182 St. Mary's Lane, Upminster. Planning permission is sought for:

“External alterations including removal of outbuildings, car park layout alteration, replacement rooflights, alterations to existing windows and doors, and replacement of external escape stair. Installation of plant equipment and associated mitigation and louvres/vents. Installation of timber fencing, external stores, shade sails, and other minor alterations.”

The following documents are included within this submission:

- Completed Application Forms incl. Ownership Certificates;
- Completed Community Infrastructure Levy Form 1;
- Planning, Heritage, Design and Access Statement (contained within this letter) prepared by Firstplan;
- Architectural Drawings prepared by N Family Club:
 - Site Location Plan;
 - Block Plan;
 - Existing and Proposed Site Plans;
 - Existing and Proposed Floor Plans;
 - Existing and Proposed Site Sections;
 - Existing and Proposed Elevations;
- Site Photographs (included within this letter);
- Previously Approved Tavel Plan prepared by TTP Consulting; and
- Noise and Vibration Impact Assessment prepared by ACA Acoustics.

This application has been submitted via the Planning Portal (Ref: PP-14498535). The requisite fee of £588 plus the £85 admin fee has been paid online.

It is noted that the Planning Portal lists a Completed Biodiversity Net Gain Metric and Biodiversity Net Gain Plan as requirements online, though these are not applicable to this application (as detailed below).

Application Site Description

The application site relates to a mid-terrace three-storey building known as 'Exchange House', and its associated external area to the rear (south) side of the building, previously used in its entirety for car parking. The main building includes a small single-storey rear extension, alongside 2no. ancillary outbuildings to the southwestern corner of the site, which are in a poor state of repair.

The site is located on the southern side of St Mary's Lane (B187), Upminster, with access to the rear of the site via a gated undercroft. To the east is the 'Cirrus House' apartment block, and to the west is a row of shops/restaurants on the ground floor with residential uses on the upper floors. The wider area is similarly mixed in character, comprising high street and residential uses. The site and its immediate context are demonstrated in the photographs at **Figure 1** below.

Figure 1. Views of application site



In terms of the London Borough of Havering Local Plan, the site is not subject to any site-specific designations. It is not statutorily listed and is not within a Conservation Area; however, it is locally listed. The site is within a designated District Centre with the neighbouring and opposite retail units forming designated Secondary Frontages. There are no Tree Preservation Orders on site. The site is not located in Flood Risk Zones 2 or 3.

Planning History Summary

The site's most recent and relevant planning history has been summarised at **Table 1** below.

Table 1. Application Site Planning History

Ref	Description	Decision
L/HAV/1484/76	Change of use to offices and storage	Granted Apr 1977
J0005.17	Prior Approval for the change of use from office to residential to create 6 new units (PRIOR APPROVAL).	Prior Approval Given Mar 2017
P1482.18	Conversion and extension of existing office building to provide 7no. 2 bedroom flats including extension at third floor level. Construction of two-storey building providing 2no. 2 bedroom flats in the rear (south) of the plot. Associated car parking provision, hard and soft landscaping.	Refused Jun 2019
P1044.20	Conversion of B1 (Office) building to C3 (Residential) involving demolition of existing rear extension and garage structure, rear infill extension and alterations to the building and elevations to create 7 x 2-bed and 1 x 1-bed flats with associated basement storage area, parking and amenity spaces.	Refused Oct 2020
F0009.22	Prior Approval for demolition of Exchange House, no. 180-182 St Mary's Lane.	Prior Approval Rejected Aug 2022
P0901.24	Change of use of Exchange House from E Class Offices to C3 Residential to provide a total of 6no. dwellings including internal layout amendments and part demolition of existing extension, erection of single storey mews building to the rear of the original building comprising 1no. dwelling, landscaping and other associated works.	Withdrawn Feb 2025
P1231.25	Variation of condition No.2 of planning permission L/HAV/1484/76 dated 22/04/1977 to allow for revised parking layout (Change of use to offices and storage).	Approved Dec 2025

The site has been in longstanding office use, having been permitted for offices and storage in 1977 (ref. L/HAV/1484/76). As such, the existing use of building and land under Use Class E is established.

Most recently, an application to amend the site's car parking layout, to reduce provision to 5no. parking spaces (including 1no. disabled bay) and introduce 6no. new cycle parking spaces alongside a flexible amenity area (ref. P1231.25) was granted in December 2025. This sought to improve the flexibility of the space offered and secure a long-term tenant for the building, which is now intended to be the Applicant. This consent carries a condition relating to cycle parking details. This application proposes a further revision to the car park layout, which is discussed in further detail below.

There are no conditions attached to the above-mentioned consents that would preclude the use of the building and land as a children's nursery within Use Class E(f).

Application Proposals

This application seeks to undertake minor external works to deliver the improvements needed to facilitate the day-to-day operation of the incoming nursery. Details of the proposals are provided in full on the accompanying architectural drawings prepared by N Family Club and summarised below.

Permission is not required or sought for the nursery use, but only for the physical external works to enhance the condition of the building and the quality of the childcare that can be provided at the site.

An extract of the proposed site plans and primary building elevations are provided in Figure 2:

Figure 2. Extract of Proposals



The proposed works include the following:

- Replacement of existing non-functional external escape stair to rear of building, with new spiral escape stair to meet the Fire Safety Order & Building Regulations
- Demolition of rear outbuildings
- Replacement of all windows to match existing front windows in design and appearance
- New glazed screen door to rear ground floor, and replacement of doors to fire escape at first and second floor levels
- New buggy stores and cycle parking, and low-level boundary fencing building frontage
- Installation of replacement plant equipment with associated acoustic and vibration mitigation, including duct work / louvres / vents
- Replacement roof balustrade to ground floor rear extension
- Fencing of rear amenity area, including creation of secure cycle and refuse stores
- Further revision to car park layout, beyond that recently approved under P1231.25.

As discussed further below, the proposals seek to enhance the quality of the childcare that can be delivered alongside the significant improvement to the condition and appearance of the building and site. The proposed works will enable N Family Club to create a functional and attractive nursery setting, which reflects their requirements and extensive experience as a nursery operator.

Planning Policy Summary

For the London Borough of Havering, the Development Plan consists of:

- London Plan (2021)
- Havering Local Plan 2016-2031 (Adopted 2021)
- Policies Map

Consideration must also be given to the National Planning Policy Framework (NPPF, updated December 2024), which forms a material consideration, and relevant Supplementary Planning Documents. The relevant policies and guidance from the above documents are summarised below.

NPPF (2024)

The NPPF provides the overarching planning policy guidance for development across England. It states:

“The purpose of the planning system is to contribute to the achievement of sustainable development” by “meeting the needs of the present without comprising the ability of future generations to meet their own needs”.

In terms of decision taking, **Paragraph 39** sets out that Local Planning Authorities should approach decisions on proposed development in a positive and creative way. It states that decision-makers at every level should seek to approve applications for sustainable development where possible. **Paragraph 48** requires that applications be determined in accordance with the development plan, unless material considerations indicate otherwise.

Paragraph 10 sets out that at the heart of the framework is a ‘*presumption in favour of sustainable development*’. **Paragraph 11** of the NPPF notes that for decision-taking sustainable development means approving development proposals that accord with an up-to-date development plan without delay.

Paragraph 100 states that it is important that a sufficient choice of early years places is available to meet the needs of existing and new communities. Local planning authorities should take a proactive, positive and collaborative approach to meeting this requirement. They should give great weight to the need to create, expand or alter early years facilities through the preparation of plans and decisions on applications.

Paragraph 116 sets out that development should only be prevented or refused on highway grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.

Paragraph 131 outlines that good design is one of the fundamental elements in ensuring sustainable development and contributes to creating better places to live and work, helping make development acceptable to communities.

Paragraph 216 states that the significance of a non-designated heritage asset should be taken into account in determining an application. In weighing applications that directly or indirectly affect non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset.

London Plan (2021)

Policy D4 ‘Delivering Good Design’ sets out that the design quality of development should be retained from commencement through to completion.

Policy S1 ‘Developing London’s Social Infrastructure’ seeks to ensure social infrastructure needs are met, which supporting text paragraph 5.1.1. confirms to include early years and education provision. It supports proposals

which provide high quality, inclusive social infrastructure that addresses a local need. Development that is easily accessible and seek to make the best use of land should be encouraged and supported by Boroughs.

Policy S3 ‘Education and Childcare Facilities’ seeks to ensure that there is a sufficient supply of good childcare facilities to meet demand and offer educational choice.

Policy HC1 ‘Heritage conservation and growth’ outlines that development proposals affecting heritage assets and their settings should conserve their significance by being sympathetic to the assets significance and appreciation within their surroundings.

Havering Local Plan 2016-2031

Policy 7 ‘Residential Design and Amenity’ seeks to protect the amenity of existing and future residents by supporting developments that do not result in unacceptable overlooking or loss of privacy or outlook, loss of daylight and sunlight, and levels of noise, vibration and disturbance.

Policy 17 ‘Education’ is supportive of proposals for childcare facilities, particularly where located within the community it is intended to serve and accessible by public transport, walking and cycling. It encourages high-quality design and provision of safe environments alongside secure, and safe outdoor amenity and playing space.

Policy 23 ‘Transport Connections’ encourages accessible development which ensures safe and efficient use of the highway and avoids or mitigates any potential adverse impacts on the transport network.

Policy 24 ‘Parking Provision and Design’ requires development proposals that would result in a net loss of car parking spaces to demonstrate that there is no need for these spaces.

Policy 26 ‘Urban Design’ promotes high quality design that contributes to the creation of successful places. Proposals should be (amongst other things) be of high architectural quality and design, respect and complement the local streetscene, and respect the visual integrity and established scale, massing, frontages, of buildings or the building line. Additionally, proposals that are built of high-quality, durable, robust, low maintenance materials that integrate well with the surrounding buildings and provide a high standard of inclusive access for all members of the public will be supported.

Policy 34 ‘Managing Pollution’ supports proposals that do not unduly impact upon amenity, human health and safety and the natural environment by noise, dust, odour and light pollution, vibration and land contamination.

Policy 28 ‘Heritage Assets’ seeks to conserve and enhance the significance of heritage assets. Supporting text paragraph 11.3.9 notes that non-designated heritage assets and locally important historic buildings should be conserved in a manner appropriate to their significance.

London Borough of Havering Local Heritage List (2024)

The site was assessed for the Local List in March 2024. The document describes the site as:

“A large three storey former Telephone Exchange building dating to 1929. Yellow stock brick construction in NeoGeorgian style. Semi-circular brick arch entrances to either end, carriage entrance to the right, regular bays of tall windows under shallow segmental brick arches, stone cornice over first floor, arched windows to second floor.”

Furthermore, it notes the building has developed as a single significant phase with some alterations and/or extensions. In addition to the above, the document details additional architectural and artistic interest, including flat-headed window

lintels with gauged brickwork, the decorative cornice band, and construction in good-quality materials. All these features would not be altered by this application.

In terms of its historic interest (including social and communal, it is considered to have: “*Considerable historic interest as the modern Telephone Exchange for Romford to replace the first Telephone Exchange which was located above a shop on Station Road from 1922.*” It also notes it has “some” group value with other Telephone Exchange buildings across the Borough as a good example of this typology.

In terms of its townscape value, the document states: “*the building has an attractive wide well-ordered facade and notable presence in the streetscape. It makes a positive contribution to the streetscene and local townscape*” and that there is “some archaeological interest in its original fabric.”

Planning and Heritage Considerations

This application seeks consent for external works to support the use of the site by N Family Club as a children’s nursery, in line with the site’s established Class E use. As detailed above, planning permission is not required or sought for the nursery use, given that this is consistent with the building’s lawful use. Indeed, both the existing (office) and proposed (nursery) uses fall within the same planning use class (Class E) of the Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020.

Furthermore, the ability to provide an external amenity area, by reducing the car parking area, was recently established under application ref. P1231.25. The proposals put forward simply seek to enhance the quality of the childcare that can be delivered at the site and the condition of the building and site, which are objectives supported across the development plan.

The proposed works will enable N Family Club, as the incoming nursery operator, to create a functional and attractive nursery setting, which reflects their requirements and experience from operating their 50 nursery settings. These works will facilitate the refurbishment of the site, upgrade its overall appearance and ensure its longevity, as well as bringing it back into an active Class E use. The proposals will further assist in providing a community use at the site, providing much-needed childcare places alongside local job opportunities, which is afforded great weight within the NPPF.

The principle of development is therefore considered to be acceptable.

Design and Heritage Considerations

Adopted national and local planning policy requires that development proposals preserve or enhance the character of heritage assets, including non-designated heritage assets (in this case, the locally listed application building known as Exchange House, 180-182 St. Mary’s Lane). The identified key features of the site are focussed to its primary frontage, including the Neo-Georgian architectural qualities, semi-circular arched entrance, window lintels, gauged brickwork, associated carriage arch, decorative cornice band, and arched attic windows.

A proportionate heritage assessment has been undertaken with regard to the heritage values as defined in Historic England Conservation Principles (2008), together with guidance within the NPPF and NPPG. In accordance with the NPPF, the assessment is proportionate to the importance of the identified heritage assets and is sufficient to determine the impact of the proposals, given their nature and extent.

LB Havering Policy 28 recognises the importance of non-designated heritage assets and supports proposals that conserve or enhance their significance. As such, the application proposals have carefully considered the important and notable architectural features of the main building as a non-designated heritage asset. The alterations proposed to the main building’s exterior are considered to be minor overall, seeking to improve the appearance and functionality of the site whilst ensuring high quality design and sensitivity to the building’s character.

The proposed replacement of windows to across the building are sought so these can be fully operational and meet necessary building regulations. The replacements particularly to the building's primary frontage will match the design, proportions and finishes of the existing windows at each floor, to ensure the visual quality is maintained. The unsightly window-mounted fans will also be removed, which will further enhance the character and appearance of the building's frontage.

The existing front entrance comprises an entirely glazed, modern double door, which appears to have been added in circa. 2014. This is low quality and not suitable for the nursery's operations, and it is therefore proposed to replace this with a single glazed door which will meet accessibility requirements and critical escape widths. This will create a functional and welcoming entrance to the building for all nursery users. The replacement door will be sleek and contemporary in appearance but will maintain the overall proportions and opening of the existing doorway. This will not result in any change to the existing stone architrave or arched fanlight, to preserve these key architectural details. There are no other significant changes proposed to the frontage, with all decorative and architectural features preserved to ensure the character and appearance of the building is maintained.

To the rear elevation, the design of the third floor windows does not match the remainder, presumably due to these being added or altered over time. These windows will be replaced with the 9-over-9 design seen across the remainder of the building, bringing more uniformity to and enhancing the character to the rear of the building.

Another key improvement to the rear of the building is the proposed replacement of the existing escape stair. This covers a large area of the rear elevation, however is incomplete, does not connect to all floors of the building, and does not meet current standards. As such, it is not fit for purpose. Its proposed replacement is a spiral stair which will serve all floors, and will provide a 'neater' appearance which better reveals the rear façade of the building. In association with this, the low quality exit doors to the second and third floors (which has been altered and infilled over time) will be replaced with new single doors, alongside a glazed panel to reflect the glazing detail across the building. A modern and poor quality window to the ground floor will also be replaced with a new partially-glazed door, to provide access to garden and also compliant means of emergency escape. Figure 3 below demonstrates the proposed improvements to the rear elevation, which are considered to be another enhancement.

Figure 3. Proposed Works to Rear Elevation



The removal of the existing modern and poor-quality barrelled roof lights and associated access ladder is considered to form a significant improvement to the building. These will be replaced with 4no. flat skylights, which will be concealed behind the building's parapet, again offering another enhancement which will improve the appearance of the building's primary frontage. These works will both preserve the building's positive characteristics and provide general enhancement to its physical and aesthetic condition.

To the front of the site, it is proposed to add a low-level fence with a black painted finish, which reflects the height boundary treatment to the neighbouring site. This will help to create a safe and attractive frontage to the site, and have the secondary benefit of preventing parking in this area. Within this area, the proposed stores are low-level and freestanding, and have been designed and placed so as not to obscure or damage any notable architectural features or historic fabric. The proposed cycle and refuse stores have been discreetly located to the rear of the site, to minimise any visual clutter to the site frontage. This is demonstrated clearly at Figure 4 below, which shows the proposed frontage works alongside photographs.

Figure 4. Proposed Works to Front Elevation



Photographs of Site Frontage and Entrance Door (Google Maps Oct 2024)

The proposed fencing to the rear amenity area will be largely non-visible from surrounding sites and will not detract in any way from the significance of the locally listed building. These works will enable the creation of a safe, attractive and functional outdoor space for the nursery and its users. Furthermore, the removal of the existing outbuildings to the rear of the site (which are in a poor state of repair) will enhance the wider appearance of the site and form an improvement to the setting of the locally listed building. This will also facilitate a more operationally suitable layout for the nursery site, allowing it to successfully utilise this existing non-designated heritage asset. Overall, these works will enhance the setting of the building.

The proposals also include installation of a new high-quality combined heating and cooling system for the nursery. This will comprise new condenser units positioned to the rear of the site, tucked neatly beyond the existing ground floor extension and screened with a timber fence. This location has been selected to ensure the condensers are both secure and discreetly positioned away from views from both neighbouring properties and the street, whilst retaining ease of access for maintenance purposes. The associated louvres/vents proposed have been located to be as discreet as possible, again to ensure minimal visual impact on the building. These works have been designed to avoid any harm to the building or its setting.

In summary, the external works will incorporate sympathetic, high-quality design, materials, and finishes and will retain existing attractive features at the site. The proposals will enhance the overall appearance of the site as a whole, whilst remaining sensitive to its architectural style, scale and proportions. The proposals will not harm the social or communal historic interest of the site as a former Telephone Exchange, or its group value with other Telephone Exchange buildings across the Borough. There are no changes proposed to any of the frontage's key features which would detract from the significance of the locally listed building, including the semi-circular brick arch entrances, carriage entrance, the pattern of regular bays of tall windows under shallow segmental brick arches, the stone cornice over first floor, or the arched windows to the second floor.

The proposals will complement the materials and details of the host building and will not appear overbearing or intrusive. The townscape value of the building will be wholly preserved, with no changes that would cause a harmful impact on the "attractive wide well-ordered façade" and no change to its presence in or contribution to the streetscape. As such, it is not considered that the proposals would have any detrimental impact on the character or appearance of the non-designated heritage asset, and there will be no impact on its significance or its contribution to the local area. In design terms, the proposals incorporate high-quality design and materials and offer a safe and accessible environment for all nursery users. In addition to the works under this application, the main building is to be internally refurbished and redecorated throughout. Overall, the character, condition and setting of this locally listed building will be enhanced by these works, and will also assist in securing a long-term tenant, which is consistent with its preservation.

In light of the above, the proposed works are considered to be in full accordance with London Plan Policies S1, S3, and HC1, and LB Havering Policies 17, 26 and 28.

Impact on Surrounding Amenities

The proposed external works are wholly contained within the site and will result in no increase in the scale or amount of development on site and will therefore result in no issues relating to visual privacy, daylight and sunlight, light pollution or overlooking for neighbours. The proposed external lighting is minimal and designed to provide necessary safety and security for nursery operations without creating undue light spill or glare that would materially affect neighbouring residents or the highway.

In terms of residential amenity, the key aspect for consideration is the potential noise and disturbance from the proposed plant equipment, which comprises 2no. Mitsubishi PURY series air conditioning condenser units. The proposed operating times of the equipment are between 07:00 and 19:00.

An Acoustic Assessment has been prepared by ACA Acoustics as part of this application. A background sound level survey was undertaken on 2nd December 2025 at a position representative of the acoustic soundscape at the most affected noise sensitive residential dwellings. It is noted that, while the neighbouring Cirrus Court flats are physically closer to the proposed plant equipment, the rear 1st floor windows of the adjacent dwelling on St Mary's Lane were found to be the most sensitive receptor, due to existing screening and/or directivity corrections.

The report recommends that additional acoustic and anti-vibration mitigation treatment be established to ensure that the amenity of nearby noise-sensitive properties is not compromised. As such, the report concludes:

"ACA Acoustics have undertaken an assessment of noise from the proposed equipment using manufacturer's published acoustic data. Calculated rating levels for the plant will be at least 10dB below the background sound level during proposed operating times of the equipment when assessed at 1m from the closest noise-sensitive receptor."

The author considers that, allowing for the recommended mitigation scheme in this report, the proposed equipment achieves the Local Authority's planning requirements for this development and will not be detrimental to the amenity of nearby noise-sensitive occupants."

The recommendations of the noise report have been accepted by the Applicant, and the necessary mitigation has been included in the proposals. In terms of operational noise, the use of the site as a nursery is lawful and should not be a consideration of this application. Notwithstanding this, the proposed use is considered to be wholly compatible with the location with the use being limited to weekdays and daytime only.

Accordingly, it is considered that the amenity of neighbouring properties would be safeguarded. Overall, the proposed works will form an improvement to the visual amenity of the application site and will avoid any nuisance or impact to surrounding amenity, in accordance with LB Havering Policies 7 and 34.

Trees, Landscape, and Biodiversity Net Gain

The site is currently laid entirely to hardstanding, therefore, the works proposed would have no harmful impact on trees or vegetation either on or adjacent to the site. The street tree to the frontage will be retained as existing and not impacted by the proposals. It is confirmed that no habitat above 25m² is impacted by the proposals and thus, the application is subject to the de minimis exemption from Biodiversity Net Gain requirements. The proposals are therefore in accordance with the Development Plan, including LB Havering Policy 30.

Highways

It is noted that the proposed site layout forms a reduction in on-site parking offered over that approved under the recent Section 73 application (ref. P1231.25). The approved layout included 5no. parking spaces (including 1no. disabled bay) and it is now proposed to provide 2no. disabled/accessible bays only. The Highways Officer was consulted under the previous application. In terms of the reduction in parking, they stated that:

“Such a significant decrease typically raises concerns about the potential for increased parking stress on the public highway. However, the site is located within a town centre and has a PTAL rating of 4, suggesting good access to public transport services. In addition, the surrounding streets are covered by parking schemes designed to prevent long term or all-day parking. These restrictions are expected to mitigate the risk of any overspill parking from the development.

While the scale of the reduction is appreciated and it is recognised that real world impacts may not always align with expectations, given the good public transport links, existing parking controls in the surrounding area, and the requirements of the London Plan, it does suggest that the impact on the public highway is likely to be minimal if any. Therefore, it is not considered necessary to raise an objection based solely on the proposed loss of parking.” (our underlining)

The Officer’s Delegated Report further stated that:

“Reducing the car parking on site would adhere to current planning policy, which aims to lower levels of car parking for sites in accessible locations.”

The proposals are considered to be in accordance with this policy aim, and it is not considered that an alternative conclusion should be reached here as the proposals further discourage private car use within a highly accessible location. The proposals include the provision of secure cycle and buggy parking to encourage sustainable modes of travel to and from the site, with parents able to leave buggies during the day, and continue their onward journeys to work.

A Travel Plan was also submitted under the Section 73 application, which set out measures to encourage and facilitate the use of non-car modes of transport. N Family Club operates Travel Plans across a number of its sites, and they

intend to develop and implement the Travel Plan at this site, to further encourage and facilitate travel to and from the site by sustainable modes of transport. A copy of the approved Travel Plan is included within this application for completeness. Overall, it is considered that the proposal would not create any highway or parking issues.

In terms of cycle parking details, it is understood this related to the two short stay cycle parking spaces to the front of the site. It is confirmed these comprise 1no. sheffield stand, to provide 2no. short-stay visitor parking spaces. To the rear of the site a secure cycle store will be provided, to offer long-stay parking for 4no. bicycles for staff.

Overall, given the position taken by officers under the recent application, it is not considered that the proposal would create any highway or parking issues and would not impact highway safety. The proposals are therefore in accordance with LB Havering Policies 23 and 24, in that they will provide an accessible development which ensures safe and efficient use of the highway. The site's location in proximity to public transport links and public car parks means there is no need for the additional spaces on site, and furthermore mitigates any potential adverse impacts on the transport network.

In light of the above, and in line with NPPF Paragraph 116, it is not considered there is any reason to prevent or refuse the proposals on highway grounds, given there would be no unacceptable impact on highway safety, or the severe residual cumulative impacts on the road network.

Design and Access Statement

A proportionate Design and Access Statement has been prepared in accordance with guidance set out within the NPPG (Online, 2025) and is proportionate to the complexity and nature of the application.

Use

There is no change to the use of the site proposed as part of this application. This application relates to minor external works and the installation of plant only.

Scale and Amount

The proposals relate to external works in association with the refurbishment of the existing building on site and will result in no increase to the scale or amount of development on site. There will be no new floor space created.

Appearance

The proposals are minor in their extent and will offer a high-quality design with durable and robust materials. The proposals ultimately aim to enhance the site's external appearance. This application completes a wider package of works at the site.

Layout and Access

The proposals will enhance the function and usability of the site for nursery users. The proposed changes to access doors are designed to meet all necessary operational requirements for the nursery. The new fencing will provide secure and inclusive outdoor space, ensuring the safety of all nursery users. There will be no change to the existing access to the site from St. Mary's Lane.

Conclusion

This assessment has been prepared by Firstplan and is submitted in support of an application made on behalf of N Family Club, for minor external works and the installation of plant equipment at Exchange House, 180-182 St. Mary's Lane, Upminster RM14 3BT. These works will support the provision of this new community facility, which is supported across the Development Plan and NPPF.