

OFFICER REPORT FOR DECISION UNDER DELEGATED AUTHORITY

APPLICATION NO: P1491.25

WARD: Squirrels Heath **Date Received:** 21st November 2025

ADDRESS: 246A Main Road
Romford

PROPOSAL: External alterations to fenestration and internal alterations to form 1 bedroom flat with study

DRAWING NO(S): 0246/25/F/01 A
0246/25/F/02
0246/25/F/03
0246/25/F/04 B
0246/25/F/05

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

SITE AND SURROUNDINGS

The site relates to the first floor of a mid-terraced building along Main Road, Romford. The site comprises of a ground floor unit within a two storey parade of shops with residential accommodation above. The site is not listed but is situated within the Gidea Park Conservation Area.

THE PROPOSAL

Planning permission is sought for external alterations to fenestration and internal alterations to form 1 bedroom flat with study.

RELEVANT PLANNING HISTORY

None found

REPRESENTATION SUMMARY

Surrounding neighbouring occupiers, including ones directly adjoining the application site, were consulted about this application. A site notice was also displayed outside of the site and the application displayed in the local press. No representations were received.

The comments received from the stakeholders also consulted about the application can be

summarised as follows:

- * Built Heritage Consultant - Proposal would have a neutral impact on the character and appearance of the conservation area
- * Gidea Park Civic Society - No response

PLANNING POLICIES

NPPF

London Plan (adopted 2021)

- Policy D1 - London's form, character and capacity for growth
- Policy D4 - Delivering good design
- Policy HC1 - Heritage conservation and growth

Havering Council Local Plan (2016-31)

- Policy 7 (Residential design and amenity)
- Policy 24 (Parking provision and design)
- Policy 26 (Urban Design)
- Policy 28 (Heritage Assets)

MAYORAL CIL IMPLICATIONS

This application would not be CIL liable because no new floorspace would be created as a result of the proposals.

OFFICER APPRAISAL

In accordance with the Council's current criteria for site visits, an in-person site visit was not undertaken because one was not deemed to be necessary. In determining this application, therefore, site photographs received during the application process, Google Street View, aerial view images and the submitted drawings were used to assess the site's constraints.

The application originally submitted included internal alterations to form a 2-bedroom flat. However, the additional bedroom was omitted from the proposals and replaced with a study. These amendments did not involve any increase to the bulk, scale and massing of the proposals so it was deemed unnecessary to re-consult neighbouring occupiers about the changes made to the scheme.

CONSERVATION AREA

The application site is located within the Gidea Park Conservation Area. Therefore, the issues for

consideration in this case are the impact of the proposal upon the special character and appearance of the Gidea Park Conservation Area and the locally listed building.

The statutory duty applied to Local Planning Authorities in the exercise of their planning functions in conservation areas is set out in section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990. This is that special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area. This is reflected in Policy 28 of the Local Plan, which states that the Council will support proposals that, amongst other things, would provide well designed and high quality development in a Conservation Area.

It is noted the Built Heritage Officer is of the view that the proposals would have a neutral impact on the conservation area.

It is considered the proposed fenestration alterations would not result in any harm to the architectural character and appearance of the Conservation Area.

DESIGN/IMPACT ON STREET/GARDEN SCENE

Local, London-wide and national planning policy and guidance seeks to ensure that new development is well designed. Good design is a key aspect of sustainable development, creates successful places in which to live and work and helps make development acceptable to communities. Development plan policies seek to ensure that new development is designed so that it respects the distinctive identity and character of the site and area, is of high architectural quality, provides site specific design solutions, reinforces and complements the streetscene, responds to local patterns of development and respects the visual integrity and established scale and massing of the site and wider area. It also supports the use of high-quality materials that integrate with surrounding buildings. The Havering Residential Extensions and Alterations SPD provides further guidance on how an appropriate design can be achieved.

It is found that the design, size, sitting and scale of the development is such that it would not result in any significant harm to the character and appearance of the site, the street scene nor the area more widely. The proposed development is considered to be acceptable and compliant with the objectives of the relevant planning policy and guidance in regards to design.

IMPACT ON AMENITY

Local, London-wide and national planning policy and guidance seeks to secure development which protects amenity. Policy 7 of the Havering Local Plan identifies that development should be of a high design quality that ensures the amenity and quality of life of existing and future residents is not adversely impacted. To protect amenity, the Council will support developments which do not result in unacceptable overlooking or loss of privacy, outlook, daylight and sunlight. The Council will also support development which does not cause unacceptable levels of noise, vibration and disturbance. Further advice on how to achieve these objectives is provided in the Havering Residential Extensions and Alterations SPD.

The proposal is found to be acceptable and compliant with the objectives of the relevant planning policy and guidance in respect to neighbouring amenity.

HIGHWAY/PARKING

Policy 24 of the Havering Local Plan sets out the appropriate parking standards for different parts of the borough and states that where a development proposal would result in a net loss of car parking spaces, the applicant will be required to demonstrate that there is no need for them. It also identifies that the Council will support proposals which consider the location and layout of parking provision as an integral part of the design process, site parking close to people's homes in areas with natural surveillance and provide appropriate landscaping, that visually screens car parking to the front of dwellings.

The design and layout of the development is not found to result in any significant parking or highways impacts and it is therefore acceptable and policy compliant in these regards.

OTHER ISSUES

Equality and Diversity

The Equality Act 2010 (as amended) imposes important duties on public authorities in the exercise of their functions and specifically introduced a Public Sector Equality Duty. Under this duty, public organisations are required to have due regard for the need to eliminate unlawful discrimination, harassment and victimisation and must advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not. In considering this application and preparing this report, officers have had careful regard to the requirements of the Equality Act 2010 (as amended). They have concluded that the decision recommended will not conflict with the Council's duties under this important legislation.

CONCLUSION

The proposal is found to be acceptable and compliant with the objectives of the relevant planning policies and guidance. The proposal would not significantly harm the character and appearance of the site, the street scene or the surrounding area. The proposal's residential amenity and highways impacts are also considered to be acceptable.

As there are no other material planning considerations which would justify reaching a different conclusion, it is recommended that planning permission be granted subject to conditions.

RECOMMENDATION:

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

1 Non Standard Condition 31

The development hereby permitted shall begin no later than three years from the date of this decision.

Reason:- To comply with the requirements of Section 91 of the Town and Country Planning Act 1990.

2 SC32 (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 Non Standard Condition 32

The proposed development hereby approved shall be constructed in accordance with the materials detailed under the drawing 0246/25/F/04 B submitted with the application unless otherwise agreed in writing by the Local Planning Authority.

Reason: To ensure the development is carried out in accordance with the consent sought, has an acceptable design and complies with Policy 26 of the Havering Local Plan (2021).

4 Non Standard Condition 33

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015, nor any Statutory Instrument which amends, removes or replaces that Order, no window or other opening (other than those shown on the submitted and approved plans) shall be formed in the flank walls of the development hereby permitted without the receipt of a specific planning permission for it from the Local Planning Authority.

Reason: To protect against the amenities of neighbouring occupiers and ensure the development complies with Policy 7 of the Havering Local Plan (2021).

INFORMATIVES

1 Non Standard Informative 1

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material planning considerations, including planning policies and any representations which were received. It subsequently determined to grant planning permission in accordance with the National Planning Policy requirement that applications for sustainable development are approved where possible. A detailed analysis of the scheme is set out in the report on the application prepared by officers.

2 Non Standard Informative 2

You are reminded that this decision notice only addresses requirements under Planning Legislation. You also need to check that whether or not the development requires consent under the Building Regulations, as this is an entirely separate process. Further information on the requirements of the Building Regulations can be found at:
<https://www.havering.gov.uk/building-control>

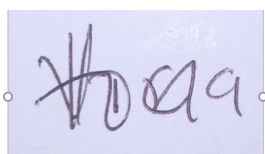
3 Non Standard Informative 3

You are reminded that this decision notice only addresses requirements under Planning Legislation. It does not give consent for any permanent or temporary changes to the public highway, the use of the public highway for the storage of materials or placing of apparatus associated with the construction or other processes, nor does it permit the discharge of surface water onto the public highway. You are encouraged to check whether or not works or activities necessitate separate consents under the requirements of other, non-planning, legislation at the earliest opportunity by emailing environmentbusinesssupport@haverling.gov.uk for further information. Unauthorised work on or use of the public highway and a failure to prevent the discharge of surface water on to the public highway are all an offence.

4 Non Standard Informative 4

You are reminded that this decision notice only addresses requirements under Planning Legislation. You also need to check whether or not the development necessitates an agreement under the requirements of the Party Wall etc. Act 1996, as this is an entirely separate process. Further guidance on the Party Wall etc. Act 1996 can be found at: <https://www.gov.uk/housing-local-and-community/party-walls>

Authorising Officer:

A handwritten signature in blue ink, appearing to read 'Victoria Collins', is enclosed in a light blue rectangular box. The signature is written in a cursive style.

Victoria Collins

11th February 2026