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# Place Shaping and Town Planning

**Standard Informatives**

**City Plan 2019 – 2040 Version**

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|  | **Notes: If required for the particular circumstances of the application you are dealing with, you should edit the standard informatives or draft a non-standard informative, rather than relying on the wording of the standard informatives.** |  |
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**Last Updated:**

**26 June 2023 (Version 1.1)**

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**Version Control**

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| --- | --- | --- | --- |
| **Date** | **Version** | **Amendment** | **Author** |
| 22 April 2021 | 1.0 | City Plan Update | OG |
| 23 June 2023 | 1.1 | Sustainability Informatives amendments (I15, I16 & I17) | OG |
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**Standard Informatives**

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| **Code** | **Description** |
| I01AA | [Separate Listed Building Consent Required](#_Separate_Listed_Building) |
| I02AA | [Listed Building Consent Required for Internal Works](#_Listed_Building_Consent) |
| I03AA | [Separate Advertisement Consent Required](#_Separate_Advertisement_Consent) |
| I04AA | [Separate Advertisement Consent Required for Specified Advertisements](#_Separate_Advertisement_Consent_1) |
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| I06AB | [Contact Environmental Health Service (Food Business)](#_Contact_Environmental_Health) |
| I07AB, I07BB | [Contact Environmental Health Service (Control of Pollution Act)](#_Contact_Environmental_Health_1) |
| I08AB | [Contact Cleansing Section for Advice on Waste Storage Arrangements](#_Contact_Cleansing_Section) |
| I09AD | [Work on the Road](#_Work_on_the) |
| I10AB, I10BB | [Licences for Highway Works](#_Licences_for_Highway) |
| I11AA | [Fully Discharge Conditions on Planning Permission](#_Fully_Discharge_Conditions) |
| I12AA | [Fully Discharge Conditions on Listed Building Consent](#_Fully_Discharge_Conditions_1) |
| I13AA | [Partially Discharge Conditions on Planning Permission](#_Partially_Discharge_Conditions) |
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| I16AB | [Circular Economy condition requirements](#_Circular_Economy_–) |
| I17AB, I17BA | [Whole Life Carbon condition requirements](#_Whole_Life_Carbon) |
| I18AA | [No External Works Granted Permission](#_No_External_Works) |
| I19AA | [No External Works Granted Consent](#_No_External_Works_1) |
| I20AA | [No Tanks, Plant Etc - LB Consent](#_No_Tanks,_Plant) |
| I21AA | [No Tanks, Plant Etc - Non Listed](#_No_Tanks,_Plant_1) |
| I22AB | [District Surveyor – Structural Stability](#_District_Surveyor_–) |
| I23AA | [Alteration of Scheme by Another Department or Authority](#_Alteration_of_Scheme) |
| I24AA | [Enforcement – Use](#_Enforcement_–_Use) |
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| I28AA | [Revised Application – Contact Case Officer](#_Revised_Application_–) |
| I29AA | [Advice on Meeting Condition Requirements](#_Advice_on_Meeting) |
| I30AB | [Trees - some covered by TPO](#_Trees_-_some) |
| I31AB | [Trees - all covered by TPO](#_Trees_-_all) |
| I32AB | [Trees - Conservation Area](#_Trees_-_Conservation) |
| I33 | Empty Reference |
| I34 | Empty Reference |
| I35AB | [Licence for Skip and/ or Scaffolding](#_Licence_for_Skip) |
| I36AB | [Licence Facade Support Over Public Highway](#_Licence_Facade_Support) |
| I37AA, I37BA | [Garage Doors Over Highway](#_Garage_Doors_Over) |
| I38AC | [Residential Permanency](#_Residential_Permanency) |
| I39AB | [Prevention of Nuisance from Lights](#_Prevention_of_Nuisance) |
| I40AB | [Strategic Views](#_Strategic_Views) |
| I41AC | [Advice on Access – District Surveyor](#_Advice_on_Access) |
| I42AA | [Invite Application for Disabled Facilities](#_Invite_Application_for) |
| I43AA | [Canopy/ Lettering - Deemed Planning Permission](#_Canopy/_Lettering_-) |
| I44AA | [Canopy/ Lettering - Likelihood of Discontinuance Action](#_Canopy/_Lettering_-_1) |
| I45BB, I45CB | [Air Con Approved - Type Not Specified/ Cooling Tower or Evap Condenser Registration](#_Air_Con_Approved) |
| I46 | Empty Reference |
| I47AC, I47BA, I47CB | [Tables and Chairs – Other Requirements](#_Tables_and_Chairs) |
| I48AA | [Tables and Chairs – Remind Need to Keep Within Area](#_Tables_and_Chairs_1) |
| I49AC, I49BB | [Tables and Chairs – Refusing PP Before Issue Licence & Crime Prevention](#_Tables_and_Chairs_2) |
| I50AB, I50BA, I50CA | [EH – Substantial Building Works](#_EH_–_Substantial) |
| I51AA, I51BA, I51CB | [Construction Impact on Neighbours/ CoCP](#_Construction_Impact_on) |
| I52AA | [Estate Agents Boards – No Duplicates (Different Applicant)](#_Estate_Agents_Boards) |
| I53AA | [Estate Agents Boards – No Duplicates (Same Applicant)](#_Estate_Agents_Boards_1) |
| I54AB, I54BA | [Street Naming/Numbering & Nameplates](#_Street_Naming/Numbering_&) |
| I55AA, I55BA | [Reference to S106 Agreement/ Unilateral Undertaking](#_Reference_to_S106) |
| I56AA | [Crossrail Line 1](#_Crossrail_Line_1) |
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| I58AB, I58BA, I58CB, I58DC, I58EB, I58FB, I58GB | [Residential Conversions – Advice](#_Residential_Conversions_–) |
| I59AA | [Additional Works to Listed Building](#_Additional_Works_to) |
| I60AA | [Demolition of HB Notification to Historic England](#_Demolition_of_HB) |
| I61AB, I61BA | [Restaurants – Residential Impact](#_Restaurants_–_Residential) |
| I62AA | [Alternative Uses Allowed for by Part 3 of GDPO](#_Alternative_Uses_Allowed) |
| I63AA | [Intensification of Class B1 Uses](#_Intensification_of_Class) |
| I64AA, I64BA | [If Varying C42AA, BA or CA, Explain Why](#_If_Varying_C42AA,) |
| I65AA | [Archaeology – Preserve In Situ – Below Ground Works](#_Archaeology_–_Preserve) |
| I66AA | [Archaeology – Excavation & Record Remains Before Development](#_Archaeology_–_Excavation) |
| I67AB | [Development Plan incl. Neighbourhood Plans](#_Development_Plan_incl.) |
| I68AA | [Archaeology – Temporary Means of Support](#_Archaeology_–_Temporary) |
| I69AC | [Threshold Levels](#_Threshold_Levels) |
| I70 | Empty Reference |
| I71AA | [Satellite Dish on Council Property](#_Satellite_Dish_on) |
| I72AC | [No Primary Cooking in Restaurants](#_No_Primary_Cooking) |
| I73AC, I73BB, I73CB | [Contaminated Land](#_Contaminated_Land) |
| I74AB | [Designing Out Crime Officers](#_Designing_Out_Crime) |
| I75AA | [Submission of Building Contract](#_Submission_of_Building) |
| I76AB | [Considerate Hoteliers Scheme](#_Considerate_Hoteliers_Scheme) |
| I77AA, I77BA | [Grampian Conditions – Advice](#_Grampian_Conditions_–) |
| I78AA | [Sui Generis – Meaning](#_Sui_Generis_–) |
| I79 | Empty Reference |
| I80AB, I80BB, I80CB, I80DB, I80, EB, I80FB, I80HA | [Environmental Health - Various](#_Environmental_Health_-) |
| I81BC, I81CA, I81DA | [Biodiversity](#_Biodiversity) |
| I82AA, I82BA, I82CA, I82DA | [Mechanical Plant and Noise](#_Biodiversity) |
| I83AB | [Green Roof Guidance](#_Green_Roof_Guidance) |
| I84AB | [Water Efficiency (New Residential Units)](#_Water_Efficiency_(New) |
| I85AA | [HB Not Required (Insubstantial Works)](#_HB_Not_Required) |
| I86AA | [HB Not Required (Property Not Listed)](#_HB_Not_Required_1) |
| I87AA | [Split Advert Decisions](#_Split_Advert_Decisions) |
| I88AA | [Refuse - Designation of waste storage](#_Refuse_-_Designation) |
| I89AA | [AOD Structural Engineers Report](#_AOD_Structural_Engineers) |
| I90BB | [Shroud Advert](#_Shroud_Advert) |
| I91AA | [Sustainability - Encourage Inclusion](#_Sustainability_-_Encourage) |
| I92AA, I92CA, I92DA, I92EA | [Trees](#_Trees) |
| I93AA | [Internal Noise Levels for Residential](#_Internal_Noise_Levels) |
| I94AA, I94BA, I94CA | [Non-Material Amendments](#_Non-Material_Amendments) |
| I95AA | [Thames Water - Piling](#_Thames_Water_-) |
| I96AB | [CIL Liable Development](#_CIL_Liable_Development) |
| I97AA | [Insulation and Ventilation Mitigation Measures](#_Insulation_and_Ventilation) |
| I98AA | [Basement Structural Methodology Report](#_Basement_Structural_Methodology) |
| I99AB | [Christmas Decorations – Consult Highways](#_Christmas_Decorations_–) |
| I100AA | [Workplace Co-Ordination](#_Workplace_Co-Ordination) |
| I101AA | [Employment Plans](#_Employment_Plans) |
| I102AA | [Permission Granted](#_Permission_Granted) |
| I103AA | [Building Regulations](#_Building_Regulations) |
| J02BD | [Reasons for Granting Conditional LBC](#_Reasons_for_Granting) |
| J10AC, J10EC | [Granting Planning Permission](#_Granting_Planning_Permission) |
| J11AC | [Development Unacceptable in Principle](#_Development_Unacceptable_in) |
| J12AD | [Development Unacceptable – Amendments Required](#_Development_Unacceptable_–) |

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| **I01** | Separate Listed Building Consent Required |
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| I01AA | This permission does not act as listed building consent. You must apply for this separately for any works that affect the special architectural or historic character of the building. It is a criminal offence to carry out work on a listed building without listed building consent. |
| **I02** | Listed Building Consent Required for Internal and/or External Works |
|  |  |
| I02AB | You must get listed building consent for any work to either the exterior or interior of the building that would affect its special architectural or historic significance. Carrying out such work without listed building consent is a criminal offence and may result in corrective works being required and/or the prosecution of anyone involved in carrying out or commissioning the work.  |
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| **I03** | Separate Advertisement Consent Required |
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| I03AA | You may need to get separate permission under the Town and Country Planning (Control of Advertisements) (England) Regulations 2007 if you want to put up an advertisement at the property. |
| **I04** | Separate Advertisement Consent Required for Specified Advertisements |
|  |  |
| I04AA | You must get separate permission under the Town and Country Planning (Control of Advertisements) (England) Regulations 2007 for the following advertisements: **^IN;**. |
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| **I05** | Listed Building Consent Also Required for Advertisement |
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| I05AA | You must also get listed building consent to put up the advertisement. |
| **I06** | Contact Environmental Health Service (Food Business) |
|  |  |
| I06AB | You must register your food business with the Council, please use the following link: www.westminster.gov.uk/registration-food-business. Please email the Environmental Health Consultation Team (Regulatory Support Team 2) at ehconsultationteam@westminster.gov.uk for advice on meeting our standards on ventilation and other equipment. Under environmental health legislation we may ask you to carry out other work if your business causes noise, smells or other types of nuisance.  |
| **I07** | Contact Environmental Health Service (Control of Pollution Act) |
|  |  |
| I07AB | Please contact Environmental Sciences by email to environmentalsciences2@westminster.gov.uk if you have any queries about your obligations under the Control of Pollution Act 1974 or the Environmental Protection Act 1990. |
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| I07BB | If any 'special treatment', as defined in the London Local Authorities Act 1991, is going to be provided at the premises, you will need to apply for a Special Treatment Licence. Please use the following link for further information and to make your application: www.westminster.gov.uk/massage-and-special-treatment-premises-licences. You should contact the Environmental Health Consultation Team (Regulatory Support Team 2) by email to ehconsultationteam@westminster.gov.uk for advice to ensure the treatment rooms meet the appropriate standards.  |
| **I08** | Contact Cleansing Section for Advice on Waste Storage Arrangements |
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| I08AB | Please email our Project Officer (Waste) at cleansing@westminster.gov.uk for advice about your arrangements for storing and collecting waste.  |
| **I09** | Work on the Road |
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| I09AD | You need to speak to our Highways section about any work which will affect public roads. This includes new pavement crossovers, removal of redundant crossovers, changes in threshold levels, changes to on-street parking arrangements, and work which will affect pavement vaults. You will have to pay all administration, design, supervision and other costs of the work. We will carry out any work which affects the highway. When considering the desired timing of highway works in relation to your own development programme please bear in mind that, under the Traffic Management Act 2004, all works on the highway require a permit, and (depending on the length of the highway works) up to three months advance notice may need to be given. For more advice, please email AskHighways@westminster.gov.uk. However, please note that if any part of your proposals would require the removal or relocation of an on-street parking bay, this is unlikely to be approved by the City Council (as highway authority).  |
| **I10** | Licences for Highway Works |
|  |  |
| I10AB | You will have to apply separately for a licence for any structure that overhangs the road or pavement. For more advice, please email Jeff Perkins at jperkins@westminster.gov.uk. |
| I10BB | This decision does not allow the movement of vehicles across the footway (pavement) in order to use the hardstanding for parking purposes. You will have to apply separately to the relevant Highway Authority for permission to create a footway crossover under Section 184 of the Highways Act 1980. For all roads except Red Routes the relevant Highway Authority will be the City Council. Guidance on making a Vehicular Crossover application can be found at www.westminster.gov.uk/vehicular-crossovers-application-forms-and-advice. If you live on a ’Red Route’ you will need to contact Transport for London.If the required footway crossover is considered problematical on highway safety grounds, or would interfere with traffic flow or with any public on-street parking facility, your application may be refused. |
| **I11** | Fully Discharge Conditions on Planning Permission |
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| I11AA | This permission fully meets condition(s) ^IN; of the planning permission dated **^IN;**. |
| **I12** | Fully Discharge Conditions on Listed Building Consent |
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| I12AA | This consent fully meets condition(s) ^IN; of the listed building consent dated **^IN;**.  |
| **I13** | Partially Discharge Conditions on Planning Permission |
|  |  |
| I13AA | This permission only partly meets condition(s) **^IN;** of the planning permission dated ^IN;. We still need to approve details of: **^IN;**.  |
| **I14** | Partially Discharging Conditions on Listed Building Consent |
|  |  |
| I14AA | This consent only partly meets condition(s) **^IN;** of the listed building consent dated **^IN;**. We still need to approve details of **^IN;**.  |
| **I15** | BREEAM & Passivhaus Standards - Advice |
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| I15AB | For advice on BREEAM, including appointment of a licensed assessor and how to obtain a post completion certificate, please visit the Building Research Establishment (BRE) website: https://bregroup.com/products/breeam/. |
| I15BA | For advice on Passivhaus (for new build development) and Enerfit (for retrofit projects), including advice on modelling, finding a qualified Passivhaus designers and tradespeople, and how to obtain post completion certification by an independent certifier, please visit the Passivhaus website: https://www.passivhaustrust.org.uk/certification.php/. |
| **I16** | Circular Economy – Pre-Demolition Audits |
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| I16AB | The pre-demolition audit and Circular Economy Statement required by Condition **^IN;** must accord with the guidance set out in the London Plan Guidance ‘Circular Economy Statements’ (2022). The demolition audit should follow best practice and include how the value of existing building elements or materials can be recovered, the amount of demolition waste (cross-reference the Recycling and Waste reporting table – refer to section 4.9 for further details), a schedule of practical and realistic providers who can act as brokers for each of the reclaimed items, and target reuse and reclamation rates. The Circular Economy Statement should include a Pioneering Bill of Materials which includes reused and recycled content by volume and mass. For reused and recycled content calculations should be submitted as accompanying supporting evidence. In addition to submitting the information required by parts (a) and (b) of the condition to the Council, where the original application was referrable to the Mayor of London you should also submit the details to the GLA at: ZeroCarbonPlanning@london.gov.uk, along with any supporting evidence as per the requirements of the Mayor’s guidance. |
| **I17** | Whole Life Carbon |
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| I17AB | In relation to the assessment required pursuant to part (c) of Condition **^IN;**, the post-construction tab of the GLA's Whole Life-Cycle Carbon Assessment template should be completed in line with the GLA's Whole Life-Cycle Carbon Assessment Guidance: LPG document template (green) (london.gov.uk). To support the results provided in the template, the following minimum evidence requirements should also be submitted: (a) site energy (including fuel) use record, (b) contractor confirmation of as-built material quantities and specifications, (c) record of material delivery including distance travelled and transportation mode (including materials for temporary works), (d) waste transportation record including waste quantity, distance travelled, and transportation mode (including materials for temporary works) broken down into material categories used in the assessment, (e) a list of product-specific environmental product declarations for the products that have been installed. The data collected must demonstrate compliance with the Whole Life Carbon Assessment approved at application stage, as updated pursuant to parts (a) and (b) of the condition, and will provide an evidence base that informs future industrywide benchmarks or performance ratings for building typologies. In addition to submitting this information to the Council pursuant to the requirements of part (c) of the condition, where the original application was referrable to the Mayor of London you should also submit the post-construction assessment to the GLA at: ZeroCarbonPlanning@london.gov.uk, along with any supporting evidence as per the requirements of the Mayor’s guidance. |
| I17BA | In Condition **^IN;** the reference to deconstruction means works to strip out and remove fabric from the existing building as identified within the Circular Economy statement dated **^IN;** that was submitted with the application. |
| **I18** | No External Works Granted Permission |
|  |  |
| I18AA | This permission does not allow any work which would change the outside appearance of the property.  |
| **I19** | No External Works Granted Consent |
|  |  |
| I19AA | This consent does not allow any work which would change the outside appearance of the property.  |
| **I20** | No Tanks, Plant Etc - LB Consent |
|  |  |
| I20AA | You must get planning permission and listed building consent for any tanks, equipment, lift motor rooms, railings or other additions to the property.  |
| **I21** | No Tanks, Plant Etc - Non Listed |
|  |  |
| I21AA | You must get planning permission for any tanks, equipment, lift motor rooms, railings or other additions to the property.  |
| **I22** | District Surveyor – Structural Stability |
|  |  |
| I22AB | We recommend you speak to the Head of Building Control about the stability and condition of the walls to be preserved. He may ask you to carry out other works to secure the walls. Please phone 020 7641 6500 or email districtsurveyors@westminster.gov.uk. |
| **I23** | Alteration of Scheme by Another Department or Authority |
|  |  |
| I23AA | You will need to re-apply for planning permission if another authority or council department asks you to make changes that will affect the outside appearance of the building or the purpose it is used for.  |
| **I24** | Enforcement – Use |
|  |  |
| I24AA | We know that the use for which we have refused permission has already started. We may take legal action to stop this.  |
| **I25** | Enforcement - Works |
|  |  |
| I25AA | We know that the work for which we have refused permission has already been completed. We may take legal action to have the work removed and the building restored to how it was.  |
| **I26** | Enforcement - Advertisement |
|  |  |
| I26AA | We know that the signs for which we have refused permission have already been put up. This is a criminal offence and we may take legal action to have them removed.  |
| **I27** | Enforcement – General |
|  |  |
| I27AA | The **^IN;** does not have planning permission and we may take legal action to **^IN;**.  |
| **I28** | Revised Application – Contact Case Officer |
|  |  |
| I28AA | Please contact **^IN;** on **^IN;** to discuss a revised application which may be more acceptable to us. You will not have to pay a fee if you apply again within 12 months of our decision.  |
| **I29** | Advice on Meeting Condition Requirements |
|  |  |
| I29AA | Please contact **^IN;** on **^IN;** to discuss the details you need to provide to meet condition **^IN;**.  |
| **I30** | Trees - some covered by TPO |
|  |  |
| I30AB | Some of the trees on the site are protected by a Tree Preservation Order. You must get our permission before you do anything to them. You can apply online at the following link: www.westminster.gov.uk/trees-and-high-hedges. You may want to discuss this first with our Tree Officers by emailing privatelyownedtrees@westminster.gov.uk.  |
| **I31** | Trees - all covered by TPO |
|  |  |
| I31AB | All the trees on the site are protected by a Tree Preservation Order. You must get our permission before you do anything to them. You can apply online at the following link: www.westminster.gov.uk/trees-and-high-hedges. You may want to discuss this first with our Tree Officers by emailing privatelyownedtrees@westminster.gov.uk. |
| **I32** | Trees - Conservation Area |
|  |  |
| I32AB | This site is in a conservation area. By law you must write and tell us if you want to cut, move or trim any of the trees there. You can apply online at the following link: www.westminster.gov.uk/trees-and-high-hedges. You may want to discuss this first with our Tree Officers by emailing privatelyownedtrees@westminster.gov.uk.  |
| **I33** | **Vacant Title** |
|  |  |
| I33 | Vacant Code |
| **I34** | **Vacant Title** |
|  |  |
| I34 | Vacant Code |
| **I35** | Licence for Skip and/ or Scaffolding |
|  |  |
| I35AB | Under the Highways Act 1980 you must get a licence from us before you put skips or scaffolding on the road or pavement. It is an offence to break the conditions of that licence. You may also have to send us a programme of work so that we can tell your neighbours the likely timing of building activities. For more advice and to apply online please visit www.westminster.gov.uk/suspensions-dispensations-and-skips. |
| **I36** | Licence Facade Support Over Public Highway |
|  |  |
| I36AB | You must apply for a licence from our Highways Licensing Team if you plan to block the road or pavement during structural work to support the building. Your application will need to show why you cannot support the building from private land. For more advice and to apply online please visit www.westminster.gov.uk/apply-temporary-structure-road-closure-or-crane-licence. |
| **I37** | Garage Doors Over Highway |
|  |  |
| I37AA | The garage doors are very close to the public road. In making our decision to grant permission, we have taken into account the small size of the site and the need for good design. The garage doors may block the road when they are open, and you will need to be sure that you can open them safely without causing any danger to the public or breaking any other law before carrying out this part of the development.  |
|  |  |
| I37BA | The garage doors are 'permitted development', but are very close to the public road. They may block the road when they are open. You will need to be sure that you can open the doors safely without causing any danger to the public or breaking any other law before carrying out this part of the development.  |
| **I38** | Residential Permanency |
|  |  |
| I38AC | Under the Greater London Council (General Powers) Act 1973, as amended by the Deregulation Act 2015, you need planning permission to use residential premises as 'temporary sleeping accommodation' (i.e. where the accommodation is occupied by the same person or persons for less than 90 consecutive nights) unless the following two conditions are met:1. The number of nights in any single calendar year in which the property is used to provide 'temporary sleeping accommodation' does not exceed 90 [ninety].2. The person who provides the sleeping accommodation pays council tax in respect of the premises under Part 1 of the Local Government Finance Act 1992 (where more than one person provides the sleeping accommodation, at least one of those persons must pay council tax in respect of the premises).This applies to both new and existing residential accommodation. Please see our website for more information: www.westminster.gov.uk/planning-building-and-environmental-regulations/planning-enforcement/short-term-lets.Also, under Section 5 of the Greater London Council (General Powers) Act 1984 you cannot use the property for any period as a time-share (that is, where any person is given a right to occupy all or part of a flat or house for a specified week, or other period, each year).  |
| **I39** | Prevention of Nuisance from Lights |
|  |  |
| I39AB | Please make sure that the lighting is designed so that it does not cause any nuisance for neighbours at night. If a neighbour considers that the lighting is causing them a nuisance, they can ask us to take action to stop the nuisance.  |
| **I40** | Strategic Views |
|  |  |
| I40AB | We have added condition ^IN; to meet the requirements of the direction made by the former Department for Communities and Local Government to protect important views across London.  |
| **I41** | Advice on Access – District Surveyor |
|  |  |
| I41AC | For advice on how you can design for the inclusion of disabled people please see the guidance provided by the Equality and Human Rights Commission, the Centre for Accessible Environments and Habinteg. The Equality and Human Rights Commission has a range of publications to assist you (www.equalityhumanrights.com). The Centre for Accessible Environment's 'Designing for Accessibility' (2012) is a useful guide (www.cae.org.uk). If you are building new homes, you must provide features which make them suitable for people with disabilities. For advice see www.habinteg.org.uk.It is your responsibility under the law to provide good access to your buildings. An appropriate and complete Access Statement as one of the documents on hand-over, will provide you and the end user with the basis of a defence should an access issue be raised under the Disability Discrimination Acts. |
| **I42** | Invite Application for Disabled Facilities |
|  |  |
| I42AA | The building does not provide suitable access for people with disabilities, but there is a way to improve this by **^IN;**.We suggest you apply for alterations to improve this situation. If your application relates only to providing access or facilities for people with disabilities, our normal planning fees do not apply.  |
| **I43** | Canopy/ Lettering - Deemed Planning Permission |
|  |  |
| I43AA | The lettering on the canopy has 'deemed' consent under the Town and Country Planning (Control of Advertisements) (England) Regulations 2007. This means that you do not need to apply for planning permission for the canopy. However, if you want to light up the lettering by spotlight or other means, you will need to apply for 'express' consent under the advertisement regulations. And if you remove the lettering, the canopy will require planning permission. |
| **I44** | Canopy/ Lettering - Likelihood of Discontinuance Action |
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| I44AA | Although the canopy has 'deemed' consent, it does not meet our design guidelines and we may make you remove it. We recommend that you replace the canopy with one that meets our guidelines 'Shopfronts, Blinds and Signs'. You can get a copy of these guidelines from our website at www.westminster.gov.uk.  |
| **I45** | Air Con Approved - Type Not Specified/ Cooling Tower or Evap Condenser Registration |
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| I45BB | Under the Control of Substances Hazardous to Health Regulations 2002 (As Amended) Regulation 7 (1) states: 'Every employer shall ensure that the exposure of his employees to substances hazardous to health is either prevented or, where this is not reasonably practicable, adequately controlled.' This also applies to members of the public. The Regulations apply to bacteriological agents including legionella bacteria. By installing a wet cooling tower or evaporative condenser there is the potential for legionella bacteria to grow, and if not adequately managed, for an outbreak of Legionnaires' Disease to occur. There have been significant numbers of fatalities associates with outbreaks of Legionnaires' Disease. Therefore, you are legally obliged to consider whether or not it is reasonably practicable to install a heat rejection system which minimises this risk.  |
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| I45CB | Cooling Towers and Evaporative Condensers are open to the atmosphere and rely principally on evaporative cooling to achieve heat rejection. If the decision is to install a cooling tower or evaporative condenser then under the Notification of Cooling Towers and Evaporative Condensers Regulations 1992 there is a legal requirement to register the tower with the local authority. The relevant form is available on the City Council’s website at www.westminster.gov.uk/cooling-towers, or for further information please contact the Health and Safety Team by email at HealthandSafetyTeam2@westminster.gov.uk. |
| **I46** | **Vacant Title** |
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| I46 | Vacant Code |
| **I47** | Tables and Chairs – Other Requirements |
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| I47AC | You cannot put tables and chairs in the area unless you have a street trading licence, which can be applied for at the following link: www.westminster.gov.uk/tables-and-chairs-licence.If you want to know about the progress of your application for a licence, you can contact our Licensing Service by email to streettradinglicensing@westminster.gov.uk. If you apply for a licence and then decide to change the layout of the tables and chairs, you may have to apply again for planning permission. You can discuss this with the planning officer whose name appears at the top of this letter.Please remember that once you have a licence you must keep the tables and chairs within the agreed area at all times. |
|  |  |
| I47BA | This planning permission does not take into account health and safety issues which may arise from the use of the proposed space heaters. You are advised that this issue will be considered as part of the street trading licence application. |
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| I47CB  | Our Environmental Health Officers have informed us that they consider your premises do not have a sufficient number of customer toilets to support the number of additional customer tables and chairs requested. Whilst we do not consider this to be a reason to refuse planning permission, it is likely to be an important issue under any licence application. You should therefore discuss this with the Environmental Health Consultation Team (Regulatory Support Team 2) by email to ehconsultationteam@westminster.gov.uk as soon as possible. |
| **I48** | Tables and Chairs – Remind Need to Keep Within Area |
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| I48AA | You must keep the tables and chairs within the area shown at all times. We will monitor this closely and may withdraw your street trading licence if you put them outside this area. |
| **I49** | Tables and Chairs – Refusing PP Before Issue Licence & Crime Prevention |
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| I49AC | If you want to know about the progress of your application for a street trading licence, you can contact our Licensing Service by email to streettradinglicensing@westminster.gov.uk.  |
|  |  |
| I49BB | The Metropolitan Police have advised that the restaurant is located in an area that experiences a high level of thefts. Therefore, you are advised to contact the Police Licensing Team (email: Police.GeneralLicensing@westminster.gov.uk) prior to submitting details in relation to Condition ^IN;. They are likely to recommend crime prevention measures such as staff training, the provision of hooks or other devices for customers to secure their bags to and the display of crime prevention literature. However, you are advised that the City Council is unlikely to support the introduction of barriers in this location. |
| **I50** | EH – Substantial Building Works |
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| I50AB | When carrying out building work you must take appropriate steps to reduce noise and prevent nuisance from dust. The planning permission for the development may include specific conditions relating to noise control, hours of work and consideration to minimising noise and vibration from construction should be given at planning application stage. You may wish to contact to our Environmental Sciences Team (email: environmentalsciences2@westminster.gov.uk) to make sure that you meet all the requirements before you draw up contracts for demolition and building work. When a contractor is appointed they may also wish to make contact with the Environmental Sciences Team before starting work. The contractor can formally apply for consent for prior approval under Section 61, Control of Pollution Act 1974. Prior permission must be sought for all noisy demolition and construction activities outside of core hours on all sites. If no prior permission is sought where it is required the authority may serve a notice on the site/works setting conditions of permitted work (Section 60, Control of Pollution Act 1974).British Standard 5228:2014 ‘Code of practice for noise and vibration control on construction and open sites’ has been recognised by Statutory Order as the accepted guidance for noise control during construction work.An action in statutory nuisance can be brought by a member of the public even if the works are being carried out in accordance with a prior approval or a notice. |
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| I50BA | Your proposals include demolition works. If the estimated cost of the whole project exceeds £300,000 (excluding VAT), the Site Waste Management Plan (SWMP) Regulations 2008 require you to prepare an SWMP before works begin, to keep the Plan at the site for inspection, and to retain the Plan for two years afterwards. One of the duties set out in the Regulations is that the developer or principal contractor "must ensure, so far as is reasonably practicable, that waste produced during construction is re-used, recycled or recovered" (para 4 of the Schedule to the Regulations). Failure to comply with this duty is an offence. Even if the estimated cost of the project is less than £300,000, the City Council strongly encourages you to re-use, recycle or recover as much as possible of the construction waste, to minimise the environmental damage caused by the works. The Regulations can be viewed at www.opsi.gov.uk. |
|  |  |
| I50CA | For the avoidance of doubt the Construction Management Plan required under condition ^IN; shall be limited to the items listed. Other matters such as noise, vibration, dust and construction methodology will be controlled under separate consents including the Control of Pollution Act 1974 and the Building Regulations. You will need to secure all necessary approvals under these separate regimes before commencing relevant works. |
| **I51** | Construction Impact on Neighbours/ CoCP |
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| I51AA | You are encouraged to join the nationally recognised Considerate Constructors Scheme. This commits those sites registered with the Scheme to be considerate and good neighbours, as well as clean, respectful, safe, environmentally conscious, responsible and accountable. For more information please contact the Considerate Constructors Scheme directly on 0800 783 1423, siteenquiries@ccscheme.org.uk or visit www.ccscheme.org.uk. |
|  |  |
| I51BA | The construction manager should keep residents and others informed about unavoidable disturbance such as noise, dust and extended working hours, and disruption of traffic. Site neighbours should be given clear information well in advance, preferably in writing, for example by issuing regular bulletins about site progress. |
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| I51CB | With reference to condition ^IN; please refer to the Council's Code of Construction Practice at (www.westminster.gov.uk/code-construction-practice). You will be required to enter into an agreement with the Council appropriate to this scale of development and to pay the relevant fees prior to starting work.  Your completed and signed Checklist A (for Level 1 and Level 2 developments) or B (for basements) and all relevant accompanying documents outlined in Checklist A or B, e.g. the full Site Environmental Management Plan (Levels 1 and 2) or Construction Management Plan (basements), must be submitted to the City Council's Environmental Inspectorate (cocp@westminster.gov.uk) {\b at least 40 days prior to commencement of works} (which may include some pre-commencement works and demolition). The checklist must be countersigned by them before you apply to the local planning authority to discharge the above condition.  You are urged to give this your early attention as the relevant stages of demolition, earthworks/piling or construction cannot take place until the City Council as local planning authority has issued its written approval of each of the relevant parts, prior to each stage of commencement. Where you change your plans after we have discharged the condition, you must re-apply and submit new details for consideration before you start work. Please note that where separate contractors are appointed for different phases of the project, you may apply to partially discharge the condition by clearly stating in your submission which phase of the works (i.e. (a) demolition, (b) excavation or (c) construction or a combination of these) the details relate to. However please note that the entire fee payable to the Environmental Inspectorate team must be paid on submission of the details relating to the relevant phase. Appendix A must be signed and countersigned by the Environmental Inspectorate prior to the submission of the approval of details of the above condition. |
| **I52** | Estate Agents Boards – No Duplicates (Different Applicant) |
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| I52AA | We gave permission on **^IN;** to **^IN;** - for a similar display at this address. That permission applies to any board manufacturer or letting agent and is valid for six months. However, we can only allow one board at the property. |
| **I53** | Estate Agents Boards – No Duplicates (Same Applicant) |
|  |  |
| I53AA | You received permission on **^IN;** for a similar display at this address. That permission is valid for six months. However, we can only allow one board at the property. |
| **I54** | Street Naming/Numbering & Nameplates |
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| I54AB | Please make sure that the street number and building name (if applicable) are clearly displayed on the building. This is also a condition of the London Building Acts (Amendment) Act 1939, and there are regulations that specify the exact requirements. For further information on how to make an application for street naming and numbering, and to read our guidelines, please visit our website: www.westminster.gov.uk/street-naming-numbering. |
| I54BA | The approved development is likely to necessitate the removal, reprovision and/or introduction of new street nameplates. The provision of replacement and/or new nameplates is a requirement of Part II, paragraph 8 of the London Building Acts (Amendment) Act 1939. The replacement and/or new nameplates must be installed in accordance with the requirements of the London County Council Street Naming Regulations 1952. Nameplates should be:* Fixed within 10 feet of every street corner (excluding the width of the public footway) on both sides of each street and may be placed on part of a building or structure.
* Installed at a height of between 2.5 and 3.5 metres above ground level for best visibility, where installed on a building.
* Repeated at intervals of approximately 200 yards on alternate sides of the street on straight lengths of street without intersections.
* Placed directly opposite the side street at ‘T’ junctions.
* Displayed at the point of change if the name of a street changes other than at a junction. Both names should be displayed indicating to which parts of the street the names refer.

In accordance with the regulations, and to ensure consistency of street nameplates across the city, they must be supplied and fitted by the council. For further advice, including the supply and fitting cost, and to request the reprovision and/or introduction of new nameplates, you should contact the Highways Inspector responsible for the management of the application site or you can contact Highways Operations: highwaysoperations@westminster.gov.uk. |
| **I55** | Reference to S106 Agreement/ Unilateral Undertaking |
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| I55AA | This permission is governed by a legal agreement between the applicant and us under Section 106 of the Town and Country Planning Act 1990. The agreement relates to **^IN;.** |
|  |  |
| I55BA | This permission is governed by a Unilateral Undertaking from the applicant under Section 106 of the Town and Country Planning Act 1990. The Undertaking relates to **^IN;**.  |
| **I56** | Crossrail Line 1 |
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| I56AA | Condition **^IN;** meets the requirements of the 'safeguarding' directions made by the Department of Transport in relation to the CrossRail Project. If you have any questions about this project, please write to:Crossrail Limited25 Canada SquareLondon, E14 5LQ. Tel: 0345 602 3813 |
| **I57** | Crossrail Line 2 |
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| I57AA | Condition **^IN;** meets the requirements of the direction made by the Department of Transport relating to the Chelsea to Hackney (CrossRail 2) line. If you have any questions about this project, please write to: Crossrail Limited25 Canada SquareLondon, E14 5LQTel: 0345 602 3813 |
| **I58** | Residential Conversions – Advice |
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| I58AB | The sound insulation in each new unit of a residential conversion should meet the standards set out in the current Building Regulations Part E and associated approved documents. Please contact our District Surveyors' Services if you need more advice on 020 7641 6500 or email districtsurveyors@westminster.gov.uk.  |
|  |  |
| I58BA | The Council considers that the amount of daylight into and the view that is likely from the ^IN; would not be enough for the use of these rooms as main living areas. (You are recommended to refer to the Housing Health and Safety Rating System - Housing Act 2004 guidance to obtain full details about the requirement for natural lighting and reasonable view.) The proposals have been accepted because the flat as a whole has enough main rooms with adequate daylight and reasonable views, and on the basis that the flat will be used as a single self-contained unit by one household. If any occupier in the future was to consider using the flat in a different way - for example, with those rooms referred to above (as having limited daylight and views) being used as living rooms or as living/bedrooms e.g. for staff accommodation, the flat is likely to be considered for action under the Housing Act 2004 by our Residential Environmental Health team; in those circumstances, that team would have the power to require works to improve daylight to the affected rooms or alternatively, where this is not practicable, to prohibit their use. |
|  |  |
| I58CC | Our Environmental Health officers advise that, although it is not possible to be certain from your submitted plans, the scheme may not provide sufficient natural light into and a reasonable view from the main habitable rooms. You are recommended to refer to the Housing Health and Safety Rating System - Housing Act 2004 guidance to obtain full details about the requirement for natural lighting and reasonable view. The dwelling may therefore be considered for action under the Housing Act 2004 by our Residential Environmental Health team. In those circumstances, that team would have the power to require works to improve natural light and the view to the affected rooms (which may require planning permission) or alternatively, where this is not practicable, to prohibit the use of those rooms. For further advice, please contact the Environmental Health Consultation Team (Regulatory Support Team 2) by email to ehconsultationteam@westminster.gov.uk. |
|  |  |
| I58DC | The rooms in the underground vaults are only considered acceptable by our Environmental Health officers on the basis that they are used in connection with the main house. If used as separate living accommodation (e.g. for staff accommodation) the lack of sufficient natural light and reasonable views would mean the proposal fails the Housing Health and Safety Rating System - Housing Act 2004.Additionally, the conversion of vault areas for human habitation is not normally recommended because of the low headroom, potential damp problems and 'remote room' issues. The potential for rising dampness (from the ground) and penetrating dampness (from the entrance slab above) together with condensation due to lack of through ventilation is great. Experience has shown that despite thorough "tanking" (complete damp proofing) of vaults, the integrity of the tanking can be damaged by nails/screws etc. New techniques, such as 'Delta membrane', may be more appropriate as alternatives to traditional 'tanking' methods.You are recommended to seek advice from our Environmental Health Department on appropriate damp proof treatment and ventilation (including additional mechanical ventilation as necessary). However, any works that affect the external appearance may require a further planning permission. For further advice, please contact the Environmental Health Consultation Team (Regulatory Support Team 2) by email to ehconsultationteam@westminster.gov.uk.  |
|  |  |
| **I58EB** | If a proportion of the flats within the premises are to be rented following development, under the HMO Licensing Scheme, the building requires an increased level of fire precaution and is subject to the City of Westminster Standards for Multiple Occupation. Please use the following link for further information concerning the requirements of the Houses in Multiple Occupation Licensing Scheme Housing Act 2004: www.westminster.gov.uk/private-sector-housing. The applicant should contact the Residential Environmental Health Officer for the area for information concerning the requirements of the Houses in Multiple Occupation Licensing Scheme Housing Act 2004. |
|  |  |
| **I58FB** | This building is a House in Multiple Occupation. Under the HMO Licensing Scheme, the building requires an increased level of fire precaution and is subject to the City of Westminster Standards for Multiple Occupation. Please use the following link for further information concerning the requirements of the Houses in Multiple Occupation Licensing Scheme Housing Act 2004: www.westminster.gov.uk/private-sector-housing.The applicant should contact the Residential Environmental Health Officer for the area for information concerning the requirements of the Houses in Multiple Occupation Licensing Scheme Housing Act 2004. |
|  |  |
| **I58GB** | The design and structure of the development shall be of such a standard that the dwelling is free from the 29 hazards listed under the Housing Health Safety Rating System (HHSRS). For further information please use the following link: www.westminster.gov.uk/private-sector-housing. However, any works that affect the external appearance may require a further planning permission. For more information concerning the requirements of HHSRS contact the Environmental Health Consultation Team (Regulatory Support Team 2) by email at ehconsultationteam@westminster.gov.uk. |
| **I59** | Additional Works to Listed Building |
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| I59AA | You will need to contact us again if you want to carry out work on the listed building which is not referred to in your plans. This includes:\* any extra work which is necessary after further assessments of the building's condition;\* stripping out or structural investigations; and\* any work needed to meet the building regulations or other forms of statutory control.Please quote any 'TP' and 'RN' reference numbers shown on this consent when you send us further documents.It is a criminal offence to carry out work on a listed building without our consent. Please remind your client, consultants, contractors and subcontractors of the terms and conditions of this consent. |
| **I60** | Demolition of HB Notification to Historic England |
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| I60AA | Under Section 8(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990, you cannot demolish a listed building unless you have given Historic England the opportunity to make a record of the building. You must give given Historic England at least 30 days' notice before you start demolition work. And within that period you must allow its officers reasonable access to the building. Historic England's address is:Historic England, Architectural Investigations Section1 Waterhouse Square138-142 HolbornLondonEC1 2STI enclose their form for you to report the demolition.  |
| **I61** | Restaurants – Residential Impact |
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| I61AB | You may need separate licensing approval for the **^IN;** premises. Your approved licensing hours may differ from those given above but you must not have any customers on the premises outside the hours set out in this planning permission.  |
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| I61BA | You must make sure that any other activities taking place in the class A3 (restaurant or café) premises, such as small amounts of takeaway sales or small bar areas, are so minor that they do not alter the main use as a restaurant or café. If the scale of one or more of these extra activities is more substantial than this, it is likely that a material (significant) change of use (from class A3 to a mix of uses) will have taken place, which will need a new planning permission.  |
| **I62** | Alternative Uses Allowed for by Part 3 of GDPO |
| I62AA | Under Part 3, Class V of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015, the **^IN;** floor can change between the **^IN;** uses we have approved for 10 years without further planning permission. However, the actual use 10 years after the date of this permission will become the authorised use, so you will then need to apply for permission for any further change. |
| **I63** | Intensification of Class B1 Uses |
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| I63AA | The activities we have given permission for fall within Class B1. This means that they may be carried out in any residential area as long as they do not cause harm by noise, vibrations, smells, fumes, smoke or dust. However, if you increase the activities and it causes such harm, you may need to apply for further planning permission.  |
| **I64** | If Varying C42AA, BA or CA, Explain Why |
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| I64AA | If you apply to us to vary the date set out in condition **^IN;** for carrying out the extra work, you will need to clearly explain your reasons for asking for a later time limit. However, we will only vary the time limit in exceptional circumstances.  |
|  |  |
| I64BA | If you apply to us to vary the date set out in condition **^IN;** for approving the details of the extra work, or for carrying out the work, you will need to clearly explain your reasons for asking for a later time limit. However, we will only vary the time limit in exceptional circumstances.  |
| **I65** | Archaeology – Preserve In Situ – Below Ground Works |
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| I65AA | We want to preserve the archaeological remains on site. Your detailed design and method statement should include relevant drawings, technical notes and methods to show how you will do this. You should pay particular attention to the design of the foundations and new groundwork including piling, underpinning, new slab levels, slab construction, lift pits and new service trenches. Please contact ^IN; on ^IN; and Historic England's Archaeological Officer on 020 7973 3732 to discuss the details we need.You should also contact our District Surveyors' Services to make sure that you meet their requirements under the Building Regulations.  |
| **I66** | Archaeology – Excavation & Record Remains Before Development |
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| I66AA | Developing this site is likely to damage archaeological remains. Archaeological work must be carried out in line with condition **^IN;**. Please contact English Heritage's Archaeological Officer on 020 7973 3732 to discuss the work which is necessary. |
| **I67** | Development Plan incl. Neighbourhood Plans |
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| I67AB | In accordance with Section 38 of the Planning and Compulsory Purchase Act 2004 (as amended), the development plan for this part of the City includes the ^IN; Neighbourhood Plan, as well as the City Plan 2019-2040 adopted in April 2021 and the London Plan (adopted in March 2021). In dealing with this application the City Council has had regard to relevant policies the neighbourhood plan as required by Chapter 2 of the NPPF (2019), but has not specifically referenced the neighbourhood plan policies in the reasons given in this decision letter as the relevant policies in this case are in general conformity with the policies in the City Plan 2019-2040 and/or London Plan policies that are referenced. |
| **I68** | Archaeology – Temporary Means of Support |
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| I68AA | Details of the temporary support referred to in condition **^IN;** should take into account how the work will affect archaeological remains.  |
| **I69** | Threshold Levels |
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| I69AC | The development will result in changes to road access points. Any new threshold levels in the building must be suitable for the levels of neighbouring roads. If you do not plan to make changes to the road and pavement you need to send us a drawing to show the threshold and existing road levels at each access point.If you need to change the level of the road, you must apply to our Highways section at least eight weeks before you start work. You will need to provide survey drawings showing the existing and new levels of the road between the carriageway and the development. You will have to pay all administration, design, supervision and other costs. We will carry out any work which affects the road. For more advice, please email AskHighways@westminster.gov.uk. |
| **I70** | **Vacant Title** |
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| I70 | Vacant Code |
| **I71** | Satellite Dish on Council Property |
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| I71AA | If the Council owns the freehold to your property or you are a council tenant, you must contact your local Housing Office for a licence to put up the satellite dish. |
| **I72** | No Primary Cooking in Restaurants |
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| I72AC | Under condition **^IN** you must not cook food in any way which is likely to cause a nuisance by smell. You must not, for example, grill, fry, toast, braise, boil, bake, hot smoke or roast food. However, you can reheat food by microwave or convection oven as long as this does not require extractor equipment.The hot food operation as described in the approved documents shall not be altered in any way with regards to cooking methods, cookline equipment or hot food types sold. Any application to remove or vary the condition must submit details of extraction which shall consist only of either a 'full height' system or in limited circumstances where all cooking equipment is electric only an 'approved recirculation' scheme (any extraction scheme proposing 'low-level' external discharge to get rid of cooking fumes will not be accepted as being suitable as per Westminster Environmental Health requirements for new premises wishing to provide an extensive hot food operation). For further information please contact the Environmental Health Consultation Team (Regulatory Support Team 2) by email to ehconsultationteam@westminster.gov.uk. |
| **I73** | Contaminated Land |
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| I73AC | Condition **^IN;** refers to a publication 'Contaminated Land Guidance for Developers submitting planning applications' - produced by Westminster City Council in January 2018. You can get a copy of this document at www.westminster.gov.uk/contaminated-land. For further advice you can email Public Protection and Licensing at environmentalsciences2@westminster.gov.uk. |
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| I73BB | As this development involves demolishing commercial, institutional or public buildings, you should consider if there is any contaminated land from previous activities on the site. For example, this building may contain asbestos materials or hydrocarbon storage tanks associated with the heating system.Your investigation should follow the advice in publication 'Contaminated Land Guidance for Developers submitting planning applications' - produced by Westminster City Council in January 2018. You can get a copy of this document at www.westminster.gov.uk/contaminated-land. For further advice you can email Public Protection and Licensing at environmentalsciences2@westminster.gov.uk. |
|  |  |
| I73CB | As this development involves demolishing the buildings on the site, we recommend that you survey the buildings thoroughly before demolition begins, to see if asbestos materials or other contaminated materials are present - for example, hydrocarbon tanks associated with heating systems. You can get a copy of this document at www.westminster.gov.uk/contaminated-land. For further advice you can email Public Protection and Licensing at environmentalsciences2@westminster.gov.uk. |
| **I74** | Designing Out Crime Officers |
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| I74AB | Please contact a Metropolitan Police Designing Out Crime Officers about suitable security measures for your development. These might include **^IN;**. You should also check whether these features will need planning permission. The contact details for Designing Out Crime Officers that cover Westminster can be found at the following link: www.securedbydesign.com/contact-us/national-network-of-designing-out-crime-officers?view=article&id=308#metropolitan-police-service-north-west-region. |
| **I75** | Submission of Building Contract |
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| I75AA | Because building contracts are complicated, we must see the contract needed under condition **^IN;** at least six weeks before you need our decision. |
| **I76** | Considerate Hoteliers Scheme |
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| I76AB | We recommend all hoteliers to join the Westminster Considerate Hoteliers scheme and to support the Considerate Hoteliers Environmental Charter. This aims to promote good environmental practice in developing and managing hotels. For more information, please contact:Considerate Group2 Eastbourne Terrace, London W2 6LG E-mail: jk@considerategroup.com Phone: 020 3865 2052 |
| **I77** | Grampian Conditions – Advice |
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| I77AA | Under condition **^IN;**, we are likely to accept a legal agreement under section 106 of the Town and County Planning Act to secure **^IN;**, as set out in the letter dated ^IN; from ^IN;. Please look at the template wordings for planning obligations (listed under 'Supplementary planning guidance') on our website at www.westminster.gov.uk. Once the wording of the agreement has been finalised with our Legal and Administrative Services, you should write to us for approval of this way forward under this planning condition.  |
|  |  |
| I77BA | One or more of the conditions above prevent work starting on the development until you have applied for, and we have given, our approval for certain matters. It is important that you are aware that any work you start on the development before we have given our approval will not be authorised by this permission. |
| **I78** | Sui Generis – Meaning |
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| I78AA | One or more of the uses we have approved are referred to as being 'sui generis'. This means that the use or uses are not in any particular class. Any future plans to materially (significantly) change the use that we have approved will need planning permission. |
| **I79** | **Vacant Title** |
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| I79 | Vacant Code |
| **I80** | Environmental Health - Various |
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| I80AB | Asbestos is the largest single cause of work-related death. People most at risk are those working in the construction industry who may inadvertently disturb asbestos containing materials (ACM’s). Where building work is planned it is essential that building owners or occupiers, who have relevant information about the location of ACM’s, supply this information to the main contractor (or the co-ordinator if a CDM project) prior to work commencing. For more information, visit the Health and Safety Executive website at www.hse.gov.uk/asbestos/regulations.htm |
|  |  |
| I80BB | Under the Construction (Design and Management) Regulations 2015, clients, the CDM Coordinator, designers and contractors must plan, co-ordinate and manage health and safety throughout all stages of a building project. By law, designers must consider the following: * Hazards to safety must be avoided if it is reasonably practicable to do so or the risks of the hazard arising be reduced to a safe level if avoidance is not possible;
* This not only relates to the building project itself but also to all aspects of the use of the completed building: any fixed workplaces (for example offices, shops, factories, schools etc) which are to be constructed must comply, in respect of their design and the materials used, with any requirements of the Workplace (Health, Safety and Welfare) Regulations 1992. At the design stage particular attention must be given to incorporate safe schemes for the methods of cleaning windows and for preventing falls during maintenance such as for any high level plant.

Preparing a health and safety file is an important part of the regulations. This is a record of information for the client or person using the building, and tells them about the risks that have to be managed during future maintenance, repairs or renovation. For more information, visit the Health and Safety Executive website at www.hse.gov.uk/risk/index.htm. It is now possible for local authorities to prosecute any of the relevant parties with respect to non-compliance with the CDM Regulations after the completion of a building project, particularly if such non-compliance has resulted in a death or major injury. |
|  |  |
| I80CB | Working at height remains one of the biggest causes of fatalities and major injuries. You should carefully consider the following.* Window cleaning - where possible, install windows that can be cleaned safely from within the building.
* Internal atria - design these spaces so that glazing can be safely cleaned and maintained.
* Lighting - ensure luminaires can be safely accessed for replacement.
* Roof plant - provide safe access including walkways and roof edge protection where necessary (but these may need further planning permission).

More guidance can be found on the Health and Safety Executive website at www.hse.gov.uk/toolbox/height.htmNote: Window cleaning cradles and tracking should blend in as much as possible with the appearance of the building when not in use. If you decide to use equipment not shown in your drawings which will affect the appearance of the building, you will need to apply separately for planning permission. |
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| I80DB | You must ensure that the environment within a workplace meets the minimum standard set out in the Workplace (Health, Safety and Welfare) Regulations 1992 with respect to lighting, heating and ventilation. Detailed information about these regulations can be found at www.hse.gov.uk/pubns/indg244.pdf.  |
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| I80EB | Manual handling causes over a third of all workplace injuries. Careful consideration at the design stage can eliminate or reduce the need for manual handling within buildings, for example the location of delivery areas in relation to store rooms and access to and the position of plant rooms.There is more guidance on the Health and Safety Executive website at www.hse.gov.uk/toolbox/manual.htm. |
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| I80FB | Regulation 12 of the Workplace (Health, Safety and Welfare) Regulations 1992 requires that every floor in a workplace shall be constructed in such a way which makes it suitable for use. Floors which are likely to get wet or to be subject to spillages must be of a type which does not become unduly slippery. A slip-resistant coating must be applied where necessary. You must also ensure that floors have effective means of drainage where necessary. The flooring must be fitted correctly and properly maintained.Regulation 6 (4)(a) Schedule 1(d) states that a place of work should possess suitable and sufficient means for preventing a fall. You must therefore ensure the following:\* Stairs are constructed to help prevent a fall on the staircase; you must consider stair rises and treads as well as any landings;\* Stairs have appropriately highlighted grip nosing so as to differentiate each step and provide sufficient grip to help prevent a fall on the staircase;\* Any changes of level, such as a step between floors, which are not obvious, are marked to make them conspicuous. The markings must be fitted correctly and properly maintained;\* Any staircases are constructed so that they are wide enough in order to provide sufficient handrails, and that these are installed correctly and properly maintained. Additional handrails should be provided down the centre of particularly wide staircases where necessary;\* Stairs are suitably and sufficiently lit, and lit in such a way that shadows are not cast over the main part of the treads. |
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| I80HA | Buildings must be provided with appropriate welfare facilities for staff who work in them and for visiting members of the public.Detailed advice on the provision of sanitary conveniences, washing facilities and the provision of drinking water can be found in guidance attached to the Workplace (Health, Safety and Welfare) Regulations 1992. www.opsi.gov.uk/SI/si1992/Uksi\_19923004\_en\_1.htmThe following are available from the British Standards Institute - see shop.bsigroup.com/:BS 6465-1:2009: Sanitary installations. Code of practice for the design of sanitary facilities and scales of provision of sanitary and associated appliances BS 6465-3:2009: Sanitary installations. Code of practice for the selection, installation and maintenance of sanitary and associated appliances. |
| **I81** | Biodiversity |
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| I81 | Vacant Code |
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| I81BC | This site is inside an 'area of nature deficiency' as set out in Policy 34 of our City Plan 2019-2040 that we adopted in April 2021. So, you should include environmental features that enhance biodiversity, particularly for priority species, when designing the development and any open areas pursuant to the requirements of any relevant conditions attached to this planning permission.  |
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| I81CA | When you carry out the work, you must avoid taking, damaging or destroying the nest of any wild bird while it is being built or used, and avoid taking or destroying the egg of any wild bird. These would be offences (with certain exceptions) under the Wildlife and Countryside Act 1981, the Habitats Regulations 1994 and the Countryside and Rights of Way Act 2000.  |
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| I81DA | When you carry out the work, you must not intentionally kill, injure or take a bat, or intentionally or recklessly damage, destroy or block access to any structure or place that a bat uses for shelter. These would be offences under the Wildlife and Countryside Act 1981, the Habitats Regulations 1994 and the Countryside and Rights of Way Act 2000.  |
| **I82** | Mechanical Plant and Noise |
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| I82AA | Conditions **^IN;** control noise from the approved machinery. It is very important that you meet the conditions and we may take legal action if you do not. You should make sure that the machinery is properly maintained and serviced regularly. |
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| I82BA | In premises that are to be used for entertainment purposes, where there may be a risk to employees from their exposure to high noise levels, the design and layout must seek to minimise such exposure so far as is reasonably practicable. For further information and guidance, please see the HSE’s advice at the following link: www.hse.gov.uk/noise/regulations.htm. |
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| I82CA | You are advised to permanently mark the plant/ machinery hereby approved with the details of this permission (including date decision and planning reference number). This will assist in future monitoring of the equipment by the City Council if and when complaints are received. |
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| I82DA | It is a legal requirement to ensure that every enclosed workplace is ventilated by a sufficient quantity of fresh or purified air. Where this ventilation is provided by mechanical means the regulations require those mechanical ventilation systems to be maintained (including appropriate cleaning) in efficient working order. B&ES Guide to Good Practice - TR19 Internal Cleanliness of Ventilation systems is a guidance document which can be used for new build, upgrade and maintenance of ventilation systems. Particular attention should be given to: Section 2 - New ductwork system cleanliness Section 3 - Design and access to the internal surfaces of the ventilation system Section 7 - Specific considerations for kitchen extract systems. (This section deals specifically with access to the internal surfaces to the kitchen extract system, cleaning methods and frequency of cleaning). Where access hatches or panels are required in order to meet the above requirements, these must be incorporated into the design of the ducting and any associated screening or cladding.  |
| **I83** | Green Roof Guidance |
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| I83AB | In relation to the green roof condition, you should review the guidance provided by the Greater London Authority on their website prior to finalising the structural design of the development, as additional strengthening is likely to be required to support this feature: www.london.gov.uk/what-we-do/environment/parks-green-spaces-and-biodiversity/urban-greening. |
| **I84** | Water Efficiency (New Residential Units) |
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| I84AB | You must ensure that you maximise the water efficiency of the development as required by Condition **^IN;** attached to this permission. Thames Water offer environmental discounts for water efficient development which reduce the connection charges for new residential properties. Further information on these discounts can be found at: www.thameswater.co.uk/developers/charges. |
| **I85** | HB Not Required (Insubstantial Works) |
| I85AA | You do not need to make an application for listed building consent because the work you plan does not affect the special architectural or historic character of the building. We will deal with your separate application for planning permission in the normal way. |
| **I86** | HB Not Required (Property Not Listed) |
| I86AA | You do not need to make an application for listed building consent because the site is not a listed building. We will deal with your separate application for planning permission in the normal way. |
| **I87** | Split Advert Decisions |
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| I87AA | We have only given you consent for the following part of your application; **^IN;**. The rest of your application which covers **^IN;** is dealt with in a separate decision letter (Reference **^IN;**). |
| **I88** | Refuse - Designation of waste storage |
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| I88AA | The term 'clearly mark' in condition **^IN;** means marked by a permanent wall notice or floor markings, or both.  |
| **I89** | AOD Structural Engineers Report |
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| I89AA | Our approval is based on **^IN;** structural engineering scheme dated **^IN;.** Because of the professional qualifications of this company we have not done any double-checking or appointed our own consultant engineers. We are relying on the knowledge and qualifications of your consultants. You and the consultants are responsible for carrying out the work in a way that will cause as little disturbance to the listed buildings as possible.You must send us any changes you want to make to the approved structural engineer's scheme so that we can approve them under the terms of condition **^IN;**. |
| **I90** | Shroud Advert |
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| I90BB | You are reminded of our policy to control advertising hoardings and shrouds around building sites, this is set out in Policy 43(G) and paragraph 43.16 of our City Plan 2019-2040 that we adopted in April 2021. The policy resists large displays above ground floor level but can allow well designed shrouds which respond sensitively and appropriate to their surroundings, provided of course that express advertisement consent is first obtained from the City Council. We believe that your building site could be a suitable one for the provision of a temporary decorative shroud and you are invited to contact **^IN;** to discuss a suitable proposal.  |
| **I91** | Sustainability - Encourage Inclusion |
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| I91AA | You should include environmental sustainability features in your development. For more advice on this, please look at our supplementary planning guidance on 'Sustainable buildings'. This will make sure that the development causes as little damage as possible to the environment. However, if the features materially (significantly) affect the appearance of the outside of the building, this is likely to need planning permission.  |
| **I92** | Trees |
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| I92AA | Please read the following.* British Standard BS: 5837 (2005) and later revisions - Recommendations for trees in relation to construction
* National Joint Utilities Group guide NJUG 10 - Guidelines for the planning, installation and maintenance of utility services in proximity to trees (1995)
* Arboricultural Practice Note APN 1 - Driveways close to trees (1996), and the products available to provide hard surfaces close to trees.
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| I92 | Vacant Code |
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| I92CA | There is a list of arboricultural consultants who have been approved by the Arboricultural Association at www.trees.org.uk. |
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| I92DA | You must protect the trees during demolition and building work (as set out in your arboricultural method statement), and you must make sure that people working on the site know that the trees are protected and the methods that have been agreed. If you do not keep to this condition, we may take enforcement action. You may also be prosecuted for damaging or destroying protected trees, under section 210 and 211 of the Town and Country Planning Act 1990. |
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| I92EA | Condition **^IN;** requires you to submit a method statement for works to a tree(s). The method statement must be prepared by an arboricultural consultant (tree and shrub) who is registered with the Arboricultural Association, or who has the level of qualifications or experience (or both) needed to be registered. It must include details of:\* the order of work on the site, including demolition, site clearance and building work;\* who will be responsible for protecting the trees on the site;\* plans for inspecting and supervising the tree protection, and how you will report and solve problems;\* how you will deal with accidents and emergencies involving trees;\* planned tree surgery;\* how you will protect trees, including where the protective fencing and temporary ground protection will be, and how you will maintain that fencing and protection throughout the development;\* how you will remove existing surfacing, and how any soil stripping will be carried out;\* how any temporary surfaces will be laid and removed;\* the surfacing of any temporary access for construction traffic;\* the position and depth of any trenches for services, pipelines or drains, and how they will be dug;\* site facilities, and storage areas for materials, structures, machinery, equipment or piles of soil and where cement or concrete will be mixed;\* how machinery and equipment (such as excavators, cranes and their loads, concrete pumps and piling rigs) will enter, move on, work on and leave the site;\* the place for any bonfires (if necessary);\* any planned raising or lowering of existing ground levels; and \* how any roots cut during the work will be treated. |
| **I93** | Internal Noise Levels for Residential |
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| I93AA | Condition **^IN;** requires the submission of sound insulation measures and Noise Assessment Report to predict internal noise levels with the proposed residential units. Your assessment should include a BS8223 façade calculation using the glazing and ventilation specification to demonstrate that the required internal noise levels are achievable. |
| **I94** | Non-Material Amendments |
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| I94AA | The City Council agrees that the amendments to which this decision letter relates are sufficiently minor in terms of their scale and impact (both individually and cumulatively) in planning terms having regard to the overall scope of the previously approved development, so as to constitute non-material amendments to the planning permission dated **^IN;.**This letter does not constitute a new planning permission. You must still keep to the terms and conditions of the original planning permission except where amended by this decision. |
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| I94BA | The proposals are materially different to those granted listed building consent on **^IN;** and so a new application for listed building consent is required. |
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| I94CA | The proposals are not materially different to those granted listed building consent on **^IN;** and so a new application for listed building consent is not required. |
| **I95** | Thames Water - Piling |
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| I95AA | Fractures and ruptures can cause burst water mains, low water pressure or sewer flooding. You are advised to consult with Thames Water on the piling methods and foundation design to be employed with this development in order to help minimise the potential risk to their network. Please contact:Thames Water Utilities LtdDevelopment PlanningMaple Lodge STWDenham WayRickmansworthHertfordshireWD3 9SQTel: 01923 898072Email: Devcon.Team@thameswater.co.uk |
| **I96** | CIL Liable Development |
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| I96AB | The development for which planning permission has been granted has been identified as potentially liable for payment of both the Mayor of London and Westminster City Council's Community Infrastructure Levy (CIL). Further details on both Community Infrastructure Levies, including reliefs that may be available, can be found on the council's website at: {\i www.westminster.gov.uk/cil}Responsibility to pay the levy runs with the ownership of the land, unless another party has assumed liability. If you have not already you must submit an {\b\ul Assumption of Liability Form immediately}. On receipt of this notice a CIL Liability Notice setting out the estimated CIL charges will be issued by the council as soon as practicable, to the landowner or the party that has assumed liability, with a copy to the planning applicant. You must also notify the Council before commencing development using a {\b\ul Commencement Form}CIL forms are available from the planning on the planning portal: {\i www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil}Forms can be submitted to CIL@Westminster.gov.uk{\b Payment of the CIL charge is mandatory and there are strong enforcement powers and penalties for failure to pay, including Stop Notices, surcharges, late payment interest and prison terms}.  |
| **I97** | Insulation and Ventilation Mitigation Measures |
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| I97AA | Approval for this residential use has been given on the basis of sound insulation and ventilation mitigation measures being incorporated into the development to prevent ingress of external noise. Occupiers are therefore advised, that once the premises are occupied, any request under the Licensing Act 2003, Environmental Protection Act 1990, Control of Pollution Act 1974 or planning legislation for local authority officers to make an assessment for noise nuisance arising from external sources is likely to be undertaken only if the noise and ventilation mitigation measures installed are in operation, e.g. windows kept closed and mechanical ventilation utilised. |
| **I98** | Basement Structural Methodology Report |
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| I98AA | This permission is based on the drawings and reports submitted by you including the structural methodology report. For the avoidance of doubt this report has not been assessed by the City Council and as a consequence we do not endorse or approve it in anyway and have included it for information purposes only. Its effect is to demonstrate that a member of the appropriate institution applying due diligence has confirmed that the works proposed are feasible without risk to neighbouring properties or the building itself. The construction itself will be subject to the building regulations and the construction methodology chosen will need to satisfy these regulations in all respects. |
| **I99** | Christmas Decorations – Consult Highways |
| I99AC | You are advised to contact us by email via AskHighways@westminster.gov.uk, if you are proposing to hang decorations off the City Council's lamp columns or if you are proposing to use the electric supply from the columns, or other City Council owned street furniture, to power the lighting associated with the decorations. You are also advised to:- contact the Highway Licensing team on 020 7641 2560, to make the necessary arrangements to work in the road, such as traffic orders required to close the road temporarily or otherwise make use of the highway. - contact the relevant Highway Authority to seek similar permissions where this Authority is not the City Council.- make arrangements to pay for the power required for the display of the decorations. |
| **I100** | Workplace Co-Ordination |
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| I100AA | The City Council supports a scheme to provide a free a recruitment service for businesses. Over 90% of people helped into work have been retained for over 6 months by their employing businesses. The scheme uses Work Place Coordinators to match vacancies and candidates. They have helped over 600 Westminster residents into jobs in Westminster businesses across the City. Further details can be found at www.crossriverpartnership.org. The scheme is supported by Westminster City Council, Cross River Partnership, the Crown Estate, New West End Company and Victoria BID. |
| **I101** | Employment Plans |
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| I101AA | The Economy Team at Westminster City Council provide support and guidance to developers and contractors in the creation and delivery of employment & skills plans. The Team will provide guidance on local priorities, drafting of employment & skills plans and implementation of activities to deliver commitments. For further information please contact Soyful Alom, Economy Job Broker (salom@westminster.gov.uk) |
| **I102** | Permission Granted |
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| I102AA | HIGHWAYS LICENSING:Under the Highways Act 1980 you must get a licence from us before you put skips or scaffolding on the road or pavement. It is an offence to break the conditions of that licence. You may also have to send us a programme of work so that we can tell your neighbours the likely timing of building activities. For more advice, please visit our website at www.westminster.gov.uk/guide-temporary-structures.CONSIDERATE CONSTRUCTORS:You are encouraged to join the nationally recognised Considerate Constructors Scheme. This commits those sites registered with the Scheme to be considerate and good neighbours, as well as clean, respectful, safe, environmentally conscious, responsible and accountable. For more information please contact the Considerate Constructors Scheme directly on 0800 783 1423, siteenquiries@ccscheme.org.uk or visit www.ccscheme.org.uk.BUILDING REGULATIONS:You are advised that the works are likely to require building regulations approval. Details in relation to Westminster Building Control services can be found on our website at www.westminster.gov.uk/contact-us-building-control. |
| **I103** | Building Regulations |
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| I103AA | You are advised that the works are likely to require building regulations approval. Details in relation to Westminster Building Control services can be found on our website at www.westminster.gov.uk/planning-building-and-environmental-regulations/building-control. |
| **J02** | Reasons for Granting Conditional LBC |
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| J02BE | SUMMARY OF REASONS FOR GRANTING CONDITIONAL LISTED BUILDING CONSENT - In reaching the decision to grant listed building consent with conditions, the City Council has had regard to the relevant policies in the National Planning Policy Framework, the London Plan (March 2021), the City Plan (April 2021), as well as relevant supplementary planning guidance, representations received and all other material considerations. The City Council has had special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses and has decided that the proposed works would not harm this special architectural or historic interest; or where any harm has been identified it has been considered acceptable in accordance with the NPPF. In reaching this decision the following were of particular relevance:Policies 38, 39 and 40 of the City Plan 2019 - 2040 adopted in April 2021 and paragraph 2.4 of our Supplementary Planning Guidance: Repairs and Alterations to Listed Buildings. |
| **J10** | Granting Planning Permission |
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| J10AC | In dealing with this application the City 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 of our statutory policies in the City Plan 2019 – 2040 (April 2021), neighbourhood plan (where relevant), supplementary planning documents, the London Plan (March 2021), planning briefs and other informal written guidance, as well as offering a full pre application advice service, in order to ensure that applicant has been given every opportunity to submit an application which is likely to be considered favourably. In addition, where appropriate, further guidance was offered to the applicant at the validation stage. |
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| J10EC | In dealing with this application the City 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 of our statutory policies in the City Plan 2019 – 2040 (April 2021), neighbourhood plan (where relevant), supplementary planning documents, the London Plan (March 2021), planning briefs and other informal written guidance, as well as offering a full pre application advice service, in order to ensure that applicant has been given every opportunity to submit an application which is likely to be considered favourably. In addition, where appropriate, further guidance was offered to the applicant at the validation stage. The City Council has determined this application in accordance with the Town and Country Planning (Environmental Impact Assessment) Regulations 2017.Details of the consultation responses received in respect of this application are summarised in the Council's committee report. In determining this application, the Council has taken into account the likely environmental impacts and effects of the development and identified appropriate mitigation action to reduce any adverse effects and these are set out in the Committee Report. In particular, careful consideration has been given to the conditions and planning obligations which will have the effect of mitigating the impact of the development and these are set out in detail in the Council's Committee report and associated decision letters. |
| **J11** | Development Unacceptable in Principle |
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| J11AC | In dealing with this application the City Council has implemented the requirement in the National Planning Policy Framework to work with the applicant in a positive and proactive way so far as practicable. We have made available detailed advice in the form of our statutory policies in the City Plan 2019 – 2040 (April 2021), neighbourhood plan (where relevant), supplementary planning documents, London Plan (March 2021), planning briefs and other informal written guidance, as well as offering a full pre application advice service. However, we have been unable to seek solutions to problems as the principle of the proposal is clearly contrary to our statutory policies and negotiation could not overcome the reasons for refusal. |
| **J12** | Development Unacceptable – Amendments Required |
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| J12AD | In dealing with this application the City Council has implemented the requirement in the National Planning Policy Framework to work with the applicant in a positive and proactive way so far as practicable. We have made available detailed advice in the form of our statutory policies in the City Plan 2019 – 2040 (April 2021), neighbourhood plan (where relevant), supplementary planning documents, London Plan (March 2021), 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. In addition, further guidance was offered \*\*\*(delete as appropriate) to the applicant at the validation stage \*\*\*and/or \*\*\* by the case officer to the applicant during the processing of the application\*\*\* to identify amendments to address those elements of the scheme considered unacceptable. However, the necessary amendments to make the application acceptable are substantial and would materially change the development proposal. They would require further consultations to be undertaken prior to determination, which could not take place within the statutory determination period specified by the Ministry of Housing, Communities and Local Government. You are therefore encouraged to consider submission of a fresh application incorporating the material amendments set out below which are necessary to make the scheme acceptable. Required amendments: |

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