

Date: 28 January 2025
Application: 250101



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

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Dear WBC Highways,

Full Planning Approval Consultation

Application Number: 250101

Applicant: Mrs Tracey Powell

Site Address: Radstock Primary School, Radstock Lane, Earley, Wokingham, RG6 5UZ

Parish: Earley

Grid Reference: Easting - 474632, Northing - 170533

Type of Development: Minor All other developments

Proposal: Full application for the proposed erection of 1 no. detached single storey building to form a new SEND unit with playground and canopy, plus associated plant room and sprinkler tank, parking and landscaping.

Case Officer: Kieran Neumann

Development Management has received the above application and we require your comments on the proposal using the recommended memorandum below. The documents associated with this are available to view in NEC DM using the application number 250101. Alternatively, public documents are available to view on the Council's planning application search page: [Wokingham Borough Council Online Planning](#).

Please index your response into NEC DM against the application. If you are recommending conditions, you should give a reason with reference to relevant policies. A list of standard conditions can be found on the Z Drive at: [Z:\Standard Planning Conditions](#).

Your observations are required in respect of this application within **10 working days** of the above date or **15 working days** if the development type is classed as a major development.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	AC		
Service	WBC Highways	App No:	250101
Address:	Radstock Primary School, Radstock Lane, Earley, Wokingham, RG6 5UZ.		
Proposal:	Full application for the proposed erection of 1 no. detached single storey building to form a new SEND unit with playground and canopy, plus associated plant room and sprinkler tank, parking and landscaping.		
Type of Development:	Minor All other developments		
Site Visit Made:	Yes/No		

Summary Of Recommendations

- ☐ No comment
- ☐ No objection
- ☒ No objection subject to conditions (and reasons) **stated below**
- ☐ Request further information before determination as **stated below**
- ☐ Objection due to the reason(s) **stated below**

Comments On Proposal

General

The proposal will provide a new SEND unit for up to 21 pupils. The supporting information indicates that over the next 7 years the intake for the SEND unit will increase and the pupil numbers for the main school will reduce. This will, in turn, result in a reduction in staff of the main school and an increase to 10 staff in the SEND unit. The proposal is not considered to have a significant impact on the highway network.

Access

The existing vehicular access into the car park will be utilised and this is considered acceptable. Servicing and deliveries are expected to continue to take place within the main car parking area, however, clarification is sought in this respect and swept paths provided as necessary.

Highways request further details to indicate on the drawing where drop-off and pick-up areas for SEND users are to be within the site, and details of how this is to be managed. This needs to consider pupils being transported via taxi, minibus or private car and those with restricted mobility.

The applicant has confirmed that any drop-off and pick-up associated with the new SEND unit will be managed in accordance with the current school procedures. A School Travel Plan is being prepared and this shall contain further details. A condition is recommended to secure the submission and implementation of a School Travel Plan.

Pedestrian access has been considered and a raised crossing to provide a level footpath across the access to the car park has been indicated. The gated main entrance to the SEND unit will be via this footpath link and this is considered acceptable.

Parking

The submitted parking management strategy contains further details of staffing numbers and how this relates to the level of parking available. However, Highways request clarification on whether the staffing figures represent the number of Full Time Equivalent (FTE) staff? The councils parking standards are based on FTE and therefore this figure is required to fully assess the proposed level of parking.

The applicant has confirmed the number of FTE staff and provided information to explain staffing levels over the next 7-year period. This indicates an initial increase of up to 3 staff and the proposed parking layout provides 3 additional spaces to cater for this. However, it is anticipated that there will be an overall reduction in staff over the 7-year period (from 68 to 66). On that basis the level of parking is considered acceptable and meets WBC standards for the initial increase in staff.

The proposed layout will result in 3 additional parking spaces. Although it is considered that there is potential to provide a greater number of spaces through reorientation of the plant/sprinkler compound and/or reduction in hardstanding in front of the small plant room in the main building.

In addition to the 3 spaces for the increase of 3 staff, there are a further 2 parking spaces proposed, and these could be used to alleviate any existing parking shortfall or be utilised for drop-off of pupils (in accordance with the Travel Plan).

Notwithstanding the above comments, the parking space adjacent to the plant/sprinkler compound shall be increased to 3.0m width to provide sufficient clearance to the close board fence.

The width has been increased and is now acceptable.

Ensure a minimum distance of 6.0m is available behind each parking space to enable vehicles to turn.

Acceptable turning area has now been indicated.

Cycle parking

Although the planning statement refers to additional cycle parking this does not appear to have been indicated on the drawings. Cycle parking for the increase in the number of staff is requested.

A cycle store for up to 4 cycles has been indicated and this is considered acceptable in principle, however, Highways do not consider that it is necessary to extend the existing cycle shelter. Instead, Highways request that the location of the new '4 cycle' shelter is moved closer to the SEND unit so that it is convenient and accessible to staff and visitors to the SEND unit. Highways are satisfied that this can be secured by a planning condition.

Construction method statement

A construction method statement has not been submitted. If construction is to take place within term time, then details shall be provided on how this is to be managed. This shall ensure the safety of pupils on site and include measures to ensure any construction vehicles are segregated from existing users.

A CMS has been submitted and although acceptable in principle, the section on vehicle routing will need to be revised and updated to be specific to the Radstock Primary school site. A vehicle routing plan shall also be provided indicating the designated route for construction vehicles between the compound and the highway. A banksman will be required for **all** construction traffic within the site and for access/egress onto Radstock Lane. Highways recommend that all deliveries are to take place between 9am – 3pm, wherever possible.

The site set up plan shall be updated to include specific areas for site storage, welfare, operatives parking, loading/unloading areas.

Due to the amendments required, Highways recommend for this to be secured by planning condition.

CONDITIONS

Development in accordance with approved Drg No. 240131-20-101 Rev B and 240131-20-102 Rev A

1. School Travel Plan to be submitted and approved
2. CMS to be approved
3. Parking & Turning as approved
4. Cycle storage to be approved

Date:	26/2/25	Signed:	AC
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