

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252635
Site Address:	Shinfield Park, Whitley Wood Lane, Shinfield, Wokingham, RG2 9FW
Expiry Date:	2 December 2025
Proposal: Application for non-material amendment to planning consent 250415 for the following: changes to floorspace schedule and elevations for all units; introduction of external plant compounds; revision of the parking layout and fencing; changes to landscaping, plus associated amendments to condition 2 (approved details).	

PLANNING HISTORY

Application No.	Description	Decision & Date
001991	Proposed erection of building for b1 use with related alterations to access and car parking.	Approved 11/04/2001
062435	Proposed erection of a building to provide additional office accommodation.	Approved 05/04/2006
081258	Proposed erection of a building to provide additional office accommodation. (renewal of consent F/2006/6836)	Approved 31/10/2008
110624	Proposed variation to condition 1 of planning consent F/2008/1861 to allow the retention of the existing modular building for a further 10 years.	Approved 09/12/2011
213196	Application to vary conditions 1, 3 and 4 of planning consent 110624 (VAR/2011/2182), which relates to 'the variation of condition 1 of planning consent 081258 (F/2008/1861) for the proposed erection of a building to provide additional office accommodation'. Condition 1 refers to the retention of the existing modular building for a further 10 years, and the variation is to enable the retention of the temporary building for a further 3 years. Conditions 3 and 4 relate to the habitat management and travel plans and the variation is to provide amended plans.	Approved 19/01/2022
220928	Application for a certificate of lawfulness for the proposed replacement of 3no. boiler flues to the main roof.	Approved 18/05/2022
250188	Prior approval submission for demolition of 1 no. office building down to basement level plus demolition of 2 no. bungalows and ancillary buildings down to ground level.	Prior Approval Approved – 18/02/2025
250277	Screening Opinion application for an Environmental Impact Assessment for the	Replied (No EIA required) –

	proposed redevelopment of Shinfield Park.	19/02/2025
250415	Full application for the proposed redevelopment of the site for flexible employment use (Use Class E(g)(ii)-(iii)/B2/B8) together with servicing areas, parking, landscaping and other associated works, including demolition.	Approved 14/10/2025

APPRAISAL

Site Description:

The application site is located to the north of the M4 motorway and Lower Earley Way, sitting to the west of the Black Boy roundabout (B3270). There is a landscape buffer to the M4 motorway to the south-east of the site which is designated as countryside, however, the site itself is located entirely within the major development location of Shinfield (north of the M4).

The buildings within the site at current are in the process of being demolished pursuant to prior approval 250188. The site benefits from full planning permission for its proposed regeneration under reference 250415. This permission has yet to be implemented.

Proposal Description:

Condition 2 (approved plans) pertaining to planning approval 250415 records the 'Approved Details'. This S96A application seeks permission for the following amendments to the approved plans outlined within condition 2:

- Marginal amendments to office/ warehouse proportions, resulting in minor change in GIA.
- Elevational amendments in terms of design, height and operations
- Introduction of external plant compounds for all units, bar unit 1
- Variation to parking provision (not impacting the overall quantum)
- Revised fencing (omission in part and amendment)
- Increased soft landscaping

Procedure:

Section 96A of the Town and Country Planning Act (as amended) confers the power to make non-material amendments to existing planning conditions or adding new planning conditions, subject to them being non-material.

There is no statutory definition of what is considered to be 'material'. This is a matter for the LPA's consideration as per Section 96A (1,2) of the Town and Country Planning Act (as amended). This is bolstered by the National Planning Practice

Guidance which states “There is no statutory definition of ‘non-material’. This is because it will be dependent on the context of the overall scheme – an amendment that is non-material in one context may be material in another. The local planning authority must be satisfied that the amendment sought is non-material in order to grant an application under section 96A of the Town and Country Planning Act 1990.”

The amendments proposed marginally alter the size and appearance of the development, however, do not materially impact highway safety, do not materially impact on site drainage, exacerbate flood risk or hinder landscaping and is therefore appropriate to be considered under a S96 application.

Materiality:

GIA/GEA:

The proposal seeks to vary the GIA/ GEA of several units which has arisen from reducing the entrance core and consolidating ancillary accommodation in the units for efficiency purposes. This has reduced curtain walling around the entrance corners of each unit. It is noted that within each of the original consented units, the office proportion has been reduced and warehouse portion marginally increased, resulting in amendment to all initial consented units. The following table prepared by the applicant provides a consolidated figure associated within the works described above:

Unit	Approved		Proposed		Variance	
	Sqm GIA	Sqm GEA	Sqm GIA	Sqm GEA	Sqm GIA	Sqm GEA
1	8,114	8,364	8,117	8,372	+3	+8
2	3,862	4,036	3,799	3,952	- 63	-84
3A	1,119	1,197	1,196	1,273	+77	+76
3B	1,119	1,197	1,196	1,273	+77	+76
4	2,655	2,796	2,544	2,693	- 111	-103
5	3,531	3,702	3,564	3,745	+33	+43
TOTAL	20,399	21,293	20,415	21,309	+16	+16

Whilst some potentially notable reductions/ additions are noted (for example the loss of 111sqm GIA for unit 4a and addition of 77sqm GIA for Units 3A and 3B, this does not change their nature as larger/ starter units respectively, and cumulatively results in the net increase of 16sqm GIA and 16sqm GEA respectively which is considered non-material in the context of a 21,308sqm GEA development of 6 units.

Elevational changes:

As a result of the amendments to floorspace and GIA, some external changes are required as detailed in the submitted elevations and sections. This visually shows the reduction in curtain walling around the entrance area, introduces louvre panels on Unit 1, reduces the haunch height of Units 3A and 3B (from 10, to 8 metres), reduces the quantum of loading doors (by 2 on Unit 1), dock loaders (1 on Unit 5) and van loading doors (2 over 3A and 3B) with amendments to panelling. Further, the formerly

approved translucent panels above each units loading doors have been omitted. These amendments when taken in combination do not materially result in any visual harm to the character and appearance of the area, and thus are considered to be non-material for the purposes of determination.

External plant:

Further to a review of the façade heights and space for roof top plant, the applicant has identified the need for external plant to be proposed in close proximity to every other units (2,3A,3B,4 and 5). This would be in the form of small hardsurfaced areas enclosed by timber board fencing, which means the plant itself would not be visible from the street scene. By reason of the siting of each external plant compound, no harm will arise to the character of the area which constitutes a non-material change in the context of the overall development. Further, given the timber fencing will baffle the plant equipment, no neighbouring amenity concern will arise from the proposal insofar to consider this a material change.

Revised Parking Layout:

The applicant proposes a variation to the parking layout of units 1, 2, 3A and 4 which more fairly distributes parking provision across the site. The overarching quantum of parking on site remains the same at 250 spaces as originally consented, and thus no highway or character impact will arise, thus constituting a non-material change. The amended distribution of parking spaces are shown in the table below, as prepared by the applicant:

Unit	Approved-No.-Spaces	Proposed-No.-Spaces	Variance
3A	12	11	-1
3B	15	15	0
4	37	36	-1
5*	33	40	+7
Overflow	24	17	-7
Total	250	250	0

Turning to cycle parking, given the incorporation of external plant compounds for most units (bar unit 1), the cycle parking layout (referring to cycle stores) are amended for Units 2, 3A, 3B, 4 and 5. This does not disrupt the quantum of cycle parking which remains as approved within 250415, nor would impact the views of the proposal from the public realm. Accordingly, the above changes are non-material in the context of the overall development.

Boundary Treatments:

The applicant proposes omitting service yard security fencing from Units 3A, 3B and 4 which is detailed within the submitted masterplan, service yard layout and annotated changes document. Furthermore, it is noted that the originally consented fence and gate adjoining the northern car park has been omitted. Removal of these elements would have no material impact on the character of the area and are

considered to be non-material in the context of the overall development.

Landscape Changes

Minor alterations in layout are proposed by the applicant to the staff amenity areas around the pond and to the north-east of Unit 1. The submitted amendments seek to reduce the amount of hard surfacing and further increase the level of soft landscaping which is a benefit of the scheme, however, not of the magnitude in the context of the overall development that it constitutes a material change.

Conclusion:

Overall, with the above considered, the proposed changes do not constitute material changes in the context of the overall development. Thus, the amendments to condition 2 (approved details) are acceptable to be secured under the S96A mechanism.

Is the proposed change non-material?

Yes	☒
No	☐

The Public Sector Equality Duty (Equality Act 2010):

In determining this application the Council is required to have due regard to its obligations under the Equality Act 2010. The key equalities protected characteristics include age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief. There is no indication or evidence (including from consultation on the application) that persons with protected characteristics as identified by the Act have or will have different needs, experiences, issues and priorities in relation to this particular planning application and there would be no significant adverse impacts as a result of the development.

RECOMMENDATION

Recommendation:	Approve – the change is non-material.
Date:	27 November 2025

Recommendation agreed by: (Authorised Officer)	
Date:	28.11.2025