

Planning Statement

Design and Access Statement

Heritage Statement

**2 and 4 Manor Way, Ruislip,
Hillingdon, HA4 8HD**

Prepared For

Ruislip Manor Cottage Society

5144

January 2026



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CHARTERED TOWN PLANNERS

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APPENDIX 1



1 INTRODUCTION

- 1.1 This statement is prepared in support of a planning application, made by the Ruislip Manor Cottage Society (RMCS) to the London Borough of Hillingdon Council for the following development:

Two storey rear extension and subdivision of pair of semi-detached properties into 4 x 1 bed self-contained flats.

- 1.2 The RMCS is a philanthropic non-for-profit organisation which owns and manages over 220 good quality properties in Ruislip and surrounding areas which it rents to local people who cannot afford accommodation in the area. The RMCS has been providing this much needed service for over 100 years, and their tenants have benefitted from exceptionally low rents and the security of living in well managed housing.
- 1.3 The demand for housing has grown exponentially in recent years and RMCS is committed to trying to increase the number of properties it offers for rent. This small development, if approved, will be funded without any public money for the benefit of the community.
- 1.4 This statement draws upon the findings of various technical information and should be read in conjunction with the accompanying application material to provide a comprehensive understanding of the proposals and its associated benefits.
- 1.5 The following documents are submitted with the planning application and comprises the following:
- Application Form
 - Site Location Plan – Drawing No. KA2508-01
 - Existing Site Plan - Drawing No. KA2508-02
 - Existing Floor Plans and Elevations – Drawing No. KA2508-03
 - Proposed Block Plan – Drawing No. KA2508-06
 - Proposed Floor Plans and Elevations – Drawing No. KA2508-07
 - Proposed Site Layout – Drawing No. KA2508-08



- Tree Protection – Drawing No. KA2508-09
- Design and Access Statement: As part of Planning Statement
- Heritage Assessment: As part of Planning Statement
- Drainage Assessment: As part of Planning Statement
- Biodiversity Net Gain Assessment prepared by Growing Native
- Tree Plan and Tree Protection Plan as part of Planning Drawings
- Completed Community Infrastructure Levy form



2 THE SITE

- 2.1 The application Site is located along Manor Way, which is a predominately residential road and consists of a mixture of detached and semi-detached properties which have a varied character and design.
- 2.2 The Site comprises of a pair of semi-detached dwellings located on the western side of Manor Way, which are used as single 3 x bed residential houses. The properties have long gardens, which are larger than the majority of the neighbouring properties. They each have a garage to the side with a drive providing off street parking. The front boundary with Manor Way is depicted by a mature hedge.
- 2.3 The Site is set within the Ruislip Manor Way Conservation Area (CA). It is characterised by a variety of dwellings spaciouly set apart.
- 2.4 The proposed development will help the RMCS provide much needed low rental family housing to those who cannot otherwise afford to live in the area, relieving pressure on the Local Authority to house them instead.

ABOUT THE RMCS

- 2.5 The RMCS is a philanthropic organisation, which was founded in 1911 to provide decent and attractive houses for the working classes in Ruislip and continues to accommodate those who cannot afford to buy or rent property on the open market. The development site is just part of a wider area on the Ruislip Manor Estate under their stewardship, which offers affordable accommodation.
- 2.6 It is well documented that there is a shortfall in both market and affordable dwellings across the Southeast and there continues to be a high demand for the properties managed by the RMCS on the estate. The consequence of changing demographics and people living longer adds further pressures, because the RMCS have fewer properties to go around and only a limited supply of family sized homes, despite the demand for this type of home.



- 2.7 As part of the continued management of the estate RMCS are looking to find suitable opportunities which will allow them to provide additional accommodation. Through analysing their options, it has been recognised that the development of the Site presents an opportunity to enhance this part of the Site, as well as provide new family accommodation.



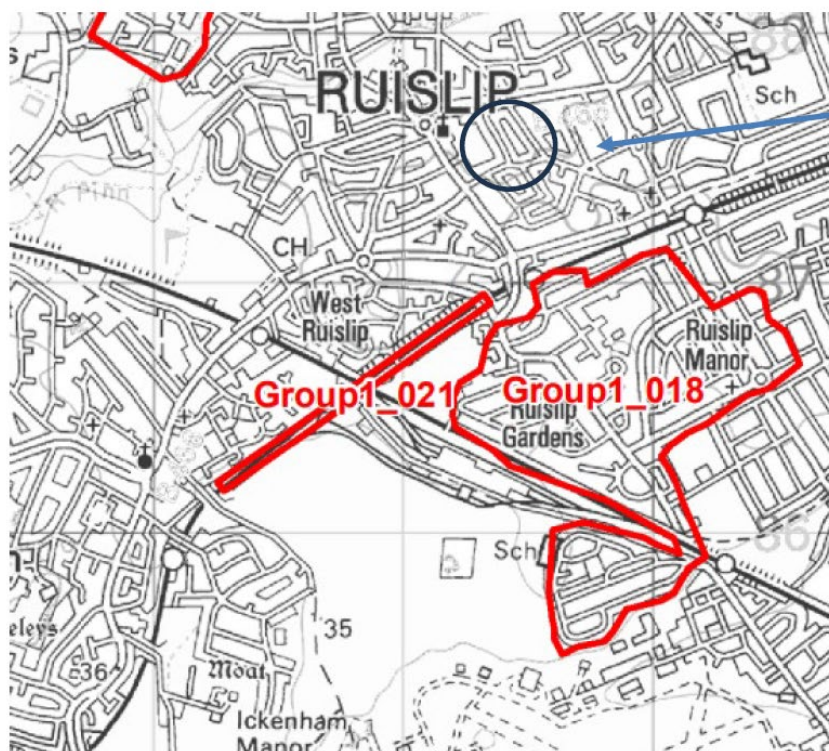
3 SITE DESIGNATIONS AND PLANNING HISTORY

- 3.1 The Site is located within the Ruislip Manor Conservation Area, which is shown below on the Policies Map of the Hillingdon Local Plan and the Conservation Appraisal.



Extract taken from the Proposals Map of the Local Plan showing the Site in the Ruislip Manor Conservation Area

- 3.2 The Site is located within Flood Zone 1, which is an area at low risk of flooding. The Site is also located outside a critical drainage area, which is shown by the red line on the map below.



Critical Drainage Area shown by red area. Of note the Site is to the north.

- 3.3 Manor Way does not contain any listed buildings, although Nos. 1 and 3 Manor Way which are located on the corner of Manor Way and Eastcote Road, are Locally Listed Buildings.
- 3.4 The Site is not within an Area of Special Local Character, although the rear of the Site backs onto it with the properties in North Drive being within it.



*Extract from the Conservation Appraisal showing the Site in the Ruislip Manor Conservation Area
(hatched green) and the Locally Listed Buildings (Blue Square)*

- 3.5 The Site is also not within the Air Quality Management Area.

PLANNING HISTORY

- 3.6 A review of the Council's planning records indicates there is no relevant planning history for the Site.



4 THE PROPOSED DEVELOPMENT

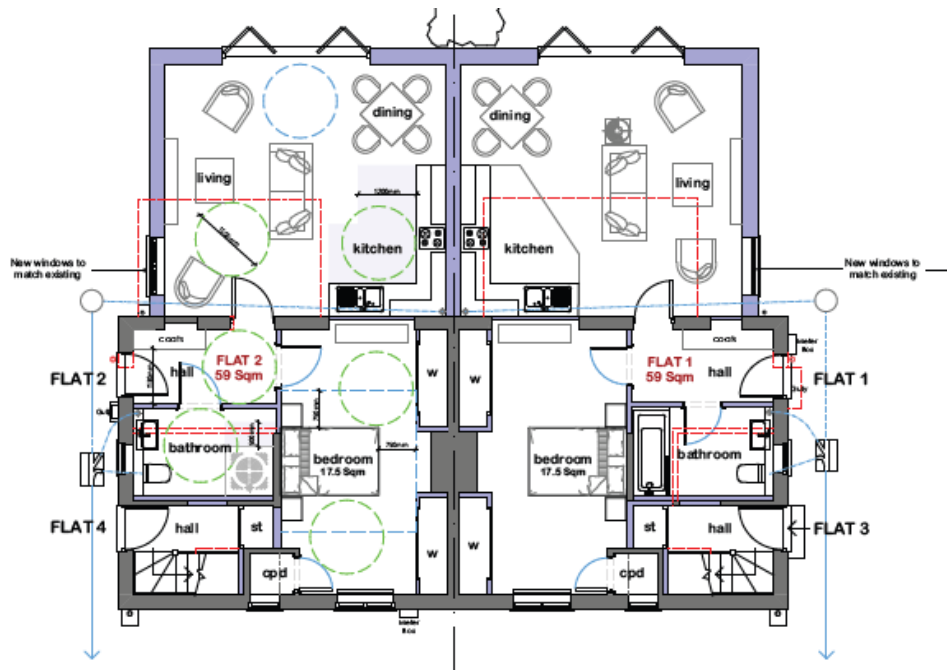
- 4.1 The application proposes a two-storey rear extension across both of the existing properties and conversion of the extended properties into 4 x 1 bed self-contained residential flats.
- 4.2 The existing garden rooms to the rear of the properties will be demolished along with the garages that are located to the side of each property.
- 4.3 A two-storey rear extension is proposed, which will be sited over the former footprint of the garden rooms and the existing patio to the rear of the properties.
- 4.4 The extension will be set in from the boundaries of the properties and set down from the ridges of the main properties. It will be designed with a hipped roof.



Rear Elevation - South West

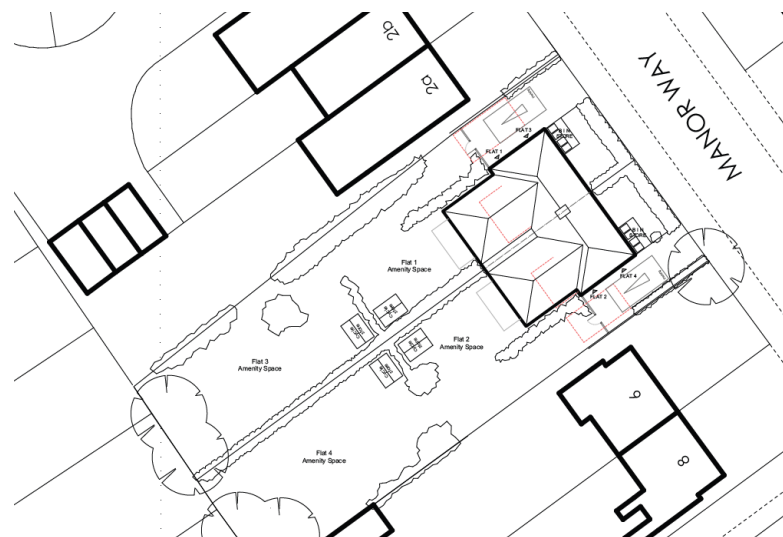
Proposed Rear Elevation

- 4.5 The materials used within the extension will match the existing dwellings.
- 4.6 The proposed flats will each have 1 x bedroom and will be fully self-contained and independently accessed. There will be two flats on the ground floor and two flats on the first floor. Internally, each flat will contain a kitchen and living room/dining room, a bedroom and a bathroom.



Proposed Floor Plan

- 4.7 The existing garden areas will be retained and will be maintained as two separate gardens. However, they will also each be separated discreetly into two further areas, which will provide a private amenity space for each flat.
- 4.8 A parking space will be provided to the side of each of the properties providing two parking spaces for the proposed development.



Layout plan of the proposed development



- 4.9 A secure and covered cycle store and bin provision will be provided for each flat.



5 PLANNING POLICY

5.1 Section 38 (6) of the Planning & Compulsory Purchase Act requires proposed planning applications to be determined in accordance with the development plan unless material considerations indicate otherwise. The relevant development plan for the Site comprises of the:

- London Plan (2021) (LP);
- Saved Unitary Development Plan Policies (Adopted 2007)
- Hillingdon Local Plan: Part 1- Site Allocations and Designations (November 2012); (Local Plan Part 1) and
- Hillingdon Local Plan: Part 2 - Development Management Policies (January 2020) (Local Plan Part 2).

5.2 The National Planning Policy Framework 2024 (NPPF), which sets out the Government's planning policy position is also referred to. Whilst it is not part of the statutory Development Plan, it is a material planning consideration in the determination of planning applications.

5.3 Of note, the draft NPPF was published on the 16 December 2025 and shows the direction of travel of the government.

5.4 Additionally, guidance produced by the Council in the form of Supplementary Planning Guidance is also a material planning consideration along with the Government's Written Ministerial Guidance.



6 ASSESSMENT

- 6.1 The proposals involve the extension of the two properties within a two-storey rear extension and the conversion of the property into 4 x 1 self-contained residential flats.

THE PRINCIPLE

- 6.2 The Site is located within the built-up area of Ruislip and within the Ruislip Manor Conservation Area.
- 6.3 A key objective of the adopted Development Plan is to provide new homes, to meet the need set out in the development plan. This is also echoed in national planning policy guidance, which specifically is aiming to build the homes the country needs.
- 6.4 The Government's Written Ministerial Statement (WMS) made on 12 December 2024 outlines that: *'This Government has inherited an acute and entrenched housing crisis. The average new home is out of reach for the average worker, housing costs consume a third of private renters' income, and the number of children in temporary accommodation now stands at a historic high of nearly 160,000.'*
- 6.5 It continues to outline that: *'Meeting ambitious new targets relies on allocating sufficient land to do so. We have been clear that developers should first look to brownfield, or previously developed, land. That is essential to protect our most valuable countryside and agricultural land. And we have made changes to support that, making the default answer to proposals to building on brownfield 'yes' and expanding the current definition of brownfield land to include hard standing'.*
- 6.6 The Site forms Nos. 2 and 4 Manor Way and is previously developed land as defined by the NPPF. It is underutilised land in an urban location, close to the amenities and facilities of Ruislip. The Site presents an opportunity to provide much needed additional housing for the borough in a sustainable location.
- 6.7 In line with Paragraph 125 of the NPPF, *'Decisions should give substantial weight to the value of using suitable brownfield land within settlements for homes and other identified needs, proposals for which should be approved unless substantial harm*



would be caused, and support appropriate opportunities to remediate despoiled, degraded, derelict, contaminated or unstable land; and promote and support the development of underutilised land and buildings, especially if this would help to meet identified needs for housing where land supply is constrained and available sites could be used more effectively’.

New Residential Units

- 6.8 Policy DMH2: *Housing Mix* of the Local Plan Part 2 outlines that the Council will require the provision of a mix of housing units of different size in schemes of residential developments to reflect the council’s latest information on housing need.
- 6.9 The Council’s current information indicates a substantial borough wide requirement for larger affordable and private market units, particularly 3 bedrooms plus properties, as identified in the Strategy Housing Market Assessment.
- 6.10 Contrary to the Council’s data, the RMCS requires a number of smaller units for their housing stock than 3 x bed properties, which is demonstrated at **Appendix 1** by the RMCS’s data relating to their waiting list.
- 6.11 The RMCS currently has only 27 x 1 bed properties out of their 220-housing stock. Of these 220 houses, there are 99 x 3-bedroom properties.
- 6.12 The Applicant’s own official data shows that there are currently 42 applicants who have applied to the RMCS requiring a 1 x bed property. There are also 2 existing tenants who wish to downside/transfer to a 1 x bed unit. Many people who have enquired to the RMCS over the years about available smaller units have not been added to the official waiting list as it has been closed due to the number of people already on it.
- 6.13 The official waiting list has been closed several times over the last 20 years, with the last closure being for the longest duration due to an unprecedented amount of people applying to be on the list as a result of the housing crisis and ‘No fault’ Section 21 Notices being served on private tenants.



- 6.14 Additionally, a number of existing tenants enquire for their adult children who are still living at home because they cannot afford to buy a property nor private rent. Although they often do not pursue this due to there being little hope of the RMCS being able to house them when the number of void properties is taken into account and the small number of 1 x bed properties in their stock.
- 6.15 The RMCS has had no choice but to turn some of these people away and not add them to the official waiting list as the Applicant only has a small number of smaller properties available and they are more likely to be successful elsewhere. Therefore, there is generally a higher number of people who want to be on the waiting list, than what is shown.
- 6.16 Therefore, the RMCS's own data shows there is a significant need for 1 x bed units. The provision of these additional 1 x bed units will be able to be occupied by persons on the Applicant's waiting lists.
- 6.17 Compared to this, the need for 3 x bed houses is significantly lower and the RMCS's data show only 24 prospective tenants on the waiting list.
- 6.18 The existing 3 x bed properties at the Site have been vacant since November 2024 (2 Manor Way) and April 2025 (4 Manor Way). These properties had both been lived in for a number of years by the same tenants. However, the tenants were elderly and had passed away.
- 6.19 The RMCS has been around since 1911 and has always housed families. However, the need has now changed due to changes in the demographic such as families having less children and single parents. As a result, the need for smaller units is significantly more than the 3 bed houses.
- 6.20 Whilst there is a requirement to provide a mixture of housing sizes for their tenants, the Applicant has already undertaken some extensions to their existing housing stock to create new 3 x bed dwellings within the immediate vicinity of the area, namely at Green Walk, and therefore these properties contribute to meeting the Council's need.



- 6.1 Therefore, the loss of the 2 x 3 bed properties and their replacement with 4 x 1 bed units will provide much needed affordable accommodation for the residents of Ruislip.

Residential Conversion and Redevelopment

- 6.2 Policy DMH1: *Safeguarding Existing Housing* seeks to resist the net loss of existing self-contained housing unless the housing is replaced with at least equivalent residential floorspace. These proposals do not result in the net loss of any residential floorspace. With the extensions, the proposals increase the amount of floorspace along with the number of residential units.
- 6.3 Policy DMH1 continues to outline that the Council will grant planning permission for the subdivision of dwellings only if:
- i. Car parking standards can be met within the curtilage of the site without being detrimental to the street scene;
 - ii. All units are self-contained with exclusive use of sanitary and kitchen facilities and provided with individual entrance and internal staircase to serve units above ground floor level;
 - iii. Adequate amenity space is provided for the benefit of residents; and
 - iv. Adequate living space standards are met.
- 6.4 These are general design policies, and which are covered in the sections below. However, for clarity, there is no conflict with any of the criteria.
- 6.5 Policy DMH 4 Residential Conversions and Redevelopment outlines that residential conversion and the redeveloped of dwellings into new blocks of flats will only be permitted where it is on a residential street where the proposal will not result in more than 10% of properties being redeveloped into flats.
- 6.6 Manor Way is a road of approximately 700m in length. From the Council's planning records it would appear that the most recent planning application along Manor Way



for the conversion of a property into flats was in 2017 at 67 Manor Way (Application reference 21651/APP/2016/3467). That application outlines that it is estimated that:

‘Currently less than 6% of the original dwellings have been converted to flats’.

- 6.7 The Council’s planning records do not show any further planning applications that have been approved within Manor Way for the conversion of properties into flats. The case officer’s report for the above application outlines:

‘Manor Way is a long road of approximately 700m in length, with relatively few conversions well under the 10% threshold’

- 6.8 The proposals therefore comply with Policy DMH 4 (i) and will not result in more than 10% of the properties along Manor Way being redeveloped into flats.
- 6.9 Policy DMH4 requires that the internal floor area of the original building to be converted is to be at least 120sqm and units are limited to one unit per floor for residential conversions.
- 6.10 The existing residential dwellings have not been previously extended and fall slightly below the required 120sqm. However, once extended they will exceed the internal floorspace of 120sqm.
- 6.11 The proposed units will additionally each meet the nationally described internal space standards, which is echoed in the London Local Plan. The internal floor area of the ground floor units will be 59sqm and the first-floor units will be 68sqm, exceeding the required internal standards. Additionally, each ground floor flat bedroom will have a floor area of 17.5sqm and each first-floor flat bedroom 15.8sqm, which is over the requirement of 11.5sqm. All habitable rooms will also be served by windows fitted in the front or rear elevations, providing adequate levels of light and outlook. Furthermore, the outdoor amenity space provided will also vastly exceed the required 20sqm of external amenity space and will be well located and well designed for the



private enjoyment of the future occupiers. Each unit will provide an excellent standard of living environment for the future occupiers.

- 6.12 Four flats are proposed which will include a flat on the ground floor and first floor of each property, complying with iv) of DMH 4.
- 6.13 Overall, the properties once extended, will create 4 x 1 bed units and meet the required internal space standards. They will provide an excellent standard of accommodation to its future tenants within an area that has an acute need for more affordable housing.

DESIGN AND APPEARANCE

- 6.14 The quality of design is another consideration of the Council's Development Plan, including how the development relates to neighbouring properties and amenity. The Site is located within the Ruislip Manor Conservation Area and Policy DMHB 1 requires development to be designed to the highest standards and incorporate good principles of good design. Additionally, Policy DMHB 4 states that all new development located within a conservation area must preserve and enhance the character and appearance of the conservation area.
- 6.15 As the Site is in the Ruislip Manor Conservation Area, there is a statutory duty on the Council to preserve or enhance its character and appearance. The Site contains two semi-detached properties which are well proportioned and are set slightly back from Manor Way. Plot widths and depths along Manor Way are generally well proportioned and appear consistent. The Site however has a much larger plot depth than most along this road and has some space to the side boundaries. These features contribute towards the character of this Site.
- 6.16 The development includes a two-storey rear extension which will leave the front elevation of the dwellings facing Manor Way unaltered and limit the extension to the rear of the properties. This will be in the form of a two-storey addition with a dual pitched roof.



- 6.17 The proposed extensions to the property have been carefully designed to ensure that they are compatible with the scale of the existing properties. The extensions have been designed to be set down from the ridge of the main dwelling and set in from the side boundaries ensuring that they appear subordinate to the main dwelling.
- 6.18 The depth of the extensions slightly exceeds the HADS guidance. However, the rear gardens have a depth of approximately 30 meters and exceed well above the required 20 metre depth and can easily accommodate the proposed extensions. Additionally, the application properties are sited forward of the two adjoining properties on either side of the Site (Nos. 2a and 6 Manor Way). As a result, those two neighbouring properties extend further back than the proposed extension. Therefore, in terms of the depth of the extensions and the resulting layout within the Site, they will fit neatly on the Site and reflect the depth of these existing neighbouring dwellings. The scale and form of the extensions will be in keeping with the character and appearance of this part of the Conservation Area.
- 6.19 The eaves height and ground and first floor windows positions will reflect the existing. Overall, the appearance of the proposed extension is closely aligned to the main dwellings so that it will appear as a continuation to these existing semi-detached dwellings, in keeping with the character of these dwellings and the surrounding area.
- 6.20 The materials proposed will use traditional materials which will match the existing houses.
- 6.21 Overall, the proposed development has been designed to a high standard and provides a scheme that would appear subordinate to the main dwelling and is in keeping with the width, proportions and appearance of the existing semi-detached dwellings and the character and appearance of the area. There is no conflict with CMHD 1 and 11 of the Local Plan.



RESIDENTIAL AMENITY

- 6.1 The proposed development will provide a high standard of living environment for the future occupants and will maintain a high standard of environment for adjacent dwellings.
- 6.2 The proposal will comply with Policy DMHB 11 of the Local Plan Part 2, which requires that proposed development should not adversely impact on the amenity, daylight and sunlight of adjacent properties and open space.
- 6.3 The HADS advises that rear extensions will only be allowed where there is no significant over dominance, overshadowing, loss of outlook or daylight. Given the extensions will not extend beyond the rear of the adjoining properties and there will be no breach of the 45-degree line of sight, the proposed development achieves the above, and therefore there is no reason why this proposal should not be allowed.
- 6.4 Window positions are also such that there would be no loss of privacy to neighbouring properties.
- 6.5 There is an existing first floor window on the side of No. 2a which faces towards the Site. This window serves a landing and is a non-habitable room and therefore there will be no detrimental impact to this window as a result of the proposals.
- 6.6 The existing gardens have a depth of approximately 30 meters. A sufficient distance of more than 21m is retained between the proposed rear extension and the dwellings to the rear on North Drive. Whilst windows will be proposed to the rear of the extension and will look towards the properties to the rear, sufficient space will be retained.
- 6.7 The Site has an excessively large garden. This will be divided informally for the proposed flats. The garden areas for the proposed flats will each be well over the required 20sqm (75sqm and 200sqm), which aligns with the Council's Policy requirements for external amenity space. Additionally, there will be a defensible space of over 3, in front of the rear habitable windows to the ground floor flat.



- 6.8 Internally, the property has also been designed to exceed the Nationally Described Space Standards, which are also referred to in the London Plan, requirements for a 1-bedroom dwelling and all habitable rooms will have at least one clear glazed and fully opening window.
- 6.9 Therefore, there is no conflict with the policies which has been designed to take account of the existing situation and the requirements of Policy DMHB 11 of the Local Plan Part 2.

PARKING AND ACCESS

- 6.1 Policy DMT 6 of the Local Plan Part 2 outlines that proposals must comply with the Council's parking standards. The council may agree to vary these requirements when the variance would not lead to a deleterious impact on street parking provision, congestion or local amenity.
- 6.2 The Council's parking standards require residential properties to have a maximum of two on site car parking spaces. These parking standards are maximum standards, rather than minimum standards.
- 6.3 The proposals will provide two parking spaces which will be provided to the side of the existing properties and will replace the existing garages. This enables the hedging to the front of the properties to be retained, ensuring that the soft vegetation along this part of Manor Road is maintained.
- 6.4 Government guidance no longer requires councils to set maximum car parking standards. Evidence indicates that such standards no longer meet current patterns and complexities of modern car ownership.
- 6.5 The NPPF at Paragraph 112 outlines that: 'If setting local parking standards for residential and non-residential development policies should take into account, the accessibility of the development, the type, mix and use of development, the availability of and opportunities for public transport, local car ownership levels, and the need to ensure an adequate provision of spaces for charging plug in and other ultra-low emission vehicles'.



- 6.6 Manor Way does not have parking restrictions. However, many of the RMCS's tenants do not own a car. Therefore, the future residents of these houses will be chosen accordingly and the provision of one space for each flat will cause no undue impact to on street parking provision, congestion or on highway safety impact.
- 6.7 Furthermore, the Site is in a sustainable location and walking distance from public transport and the amenities and facilities of Ruislip including Ruislip Manor Underground Station. Consequently, the Site is in sustainable location for zero parking, albeit parking provision in line with the council's parking standards, is being provided for two of the proposed units.
- 6.8 The number of units proposed limits the potential for any detrimental highway related impacts.
- 6.9 In line with the London Local Plan, there is a minimum 20% active Electrical Vehicle Charing Point (EVCP) provision required. The proposed vehicle spaces will both provide an EVCP, which exceeds this requirement, and can be conditioned in the event of an approval.
- 6.10 Secure and covered cycle parking spaces will be provided for each of the dwellings, in line with the Council's cycle parking standards, which are set at 1 cycle space per 1 bed flat.
- 6.11 Refuse and recycling will be provided for the proposed dwellings within their curtilage and set back from the road frontage. Residents will place the bins on the frontage of the Site on bin collection day which is the same as other residents in Manor Way.
- 6.12 Overall, the proposals accord with the Council's parking standards and do not exceed the **maximum** amount of parking required for a dwelling and will not exacerbate the demand for street parking or prejudice highway safety. The proposals are in accordance with Policy DMT 6 of the Local Plan Part 2 and the NPPF.

AFFORDABLE HOUSING STATEMENT



- 6.13 Due to the size of the development, there is no policy requirements for affordable housing, because the proposal is for less than 10 units. However, the philanthropic objectives of the RMCS are nevertheless consistent with the affordable housing policy. The proposal will essentially provide 4 affordable one-bedroom units within an area that is in need of affordable housing. Given the need for affordable housing within the borough, this weighs significantly in favour of the proposal.

ECOLOGY AND BIODIVERSITY NET GAIN

- 6.1 In line with Policy EMEI 7 of the Local Plan Part 2, the design and layout of the proposed scheme has been carefully designed to ensure that all biodiversity values within the site are retained and enhanced.
- 6.2 The proposals are exempt from the mandatory requirement for Biodiversity Net Gain (BNG) because the proposals are subject to the de minimis exemption.

Developments below the threshold

A development that does not impact a priority habitat and impacts less than:

- 25 square metres (5m by 5m) of on-site habitat
- 5 metres of on-site linear habitats such as hedgerows

A development 'impacts' a habitat if it [decreases the biodiversity value](#).

- 6.3 A Biodiversity Net Gain (BNG) Assessment has been prepared by Growing Native which outlines and supports this view. The report outlines that the proposed development affects an area less than 25sqm and less than 5m in length of hedgerow is to be removed.
- 6.4 The proposed development is therefore exempt from the statutory BNG policy requirements.

LANDSCAPING

- 6.5 The Site contains some trees and vegetation. No significant trees will be removed as a result of the proposed development. The existing trees and hedgerows will be



retained where possible and protected during the course of the development with barrier fencing, as shown on Drawing No. KA2508-09.

SUSTAINABILITY

6.6 Every effort will be made to reduce carbon emissions within the new development in accordance with the London Plan targets. In this instance this development proposes:

- All building materials will be locally sourced where possible.
- The proposed development will be constructed to a high quality and improve on Building Regulations Part L including building fabric and air tightness where possible.
- EVCP will be provided.
- High performance glazing will be maximised.
- The insulation within the loft space will be sufficiently thick.
- All lighting will be of low energy.
- Thermostatic valves will be used on radiators.
- Smart heating technology will be installed to provide more control.
- Bathroom appliances will have reduced flow rates to encourage low water consumption.

6.7 These design elements will ensure that the development is sustainable.

DRAINAGE, WATER MANAGEMENT, EFFICIENCY AND QUALITY

6.8 The Site is located within Flood Zone 1, which is the lowest risk of flooding. The Site is also not located within a critical drainage area, as identified in the Surface Water Management Plan, which is provided above.

6.9 Policy DMEI 10 of the Local Plan Part 2 requires that all new build developments (not conversions, change of use, or refurbishment) are required to include a drainage assessment demonstrating that appropriate sustainable drainage systems have been incorporated in accordance with the London Plan Hierarchy.



- 6.10 The existing measures of drainage systems and drainage strategy, including the existing soft landscaping on the Site that will be retained along with the proposed additional soft landscaping, will be utilised for the proposed development and will continue to control the surface water run-offs.
- 6.11 The proposed development will connect to the existing network where there is sufficient capacity for these additional units. There will be no new drainage required within the Site and the additional flats will utilise the existing drainage, which will be approved as part of Building Regulations.
- 6.12 There will be no material increase in run-off rates at the Site boundary, and the proposed development will not cause an increase in flood risk elsewhere, complying with Policy DMEI 10.
- 6.13 Additionally, with regard to water management efficiency and quality, the proposals will provide water efficiency measures including the collection and re-use of rainwater and grey water. Additionally, bathroom appliances will have reduced flow rates to encourage low water consumption ensuring a water usage rate of no more than 105



7 HERITAGE STATEMENT

- 7.1 The Site falls within the Ruislip Manor Way Conservation Area. In accordance with the requirements of the NPPF the significance of the heritage asset, the Ruislip Manor Way Conservation Area, has been considered and the application proposals have been informed by a clear understanding and appreciation of the historical development and architectural character of the Site and its surroundings.

Statutory Tests

- 7.2 Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 explains that the council should determine which parts of their areas are areas of special architectural or historic interest the character or appearance of which it is desired to preserve or enhance’.
- 7.3 Section 72(1) of the same Act then goes on to state that, *‘Special attention shall be paid to the desirability of preserving or enhancing the character or the appearance of that area’.*

National Planning Policy Framework

- 7.4 Section 16 of the National Planning Policy Framework (NPPF) refers to *Conserving and enhancing the historic environment.*
- 7.5 Paragraph 212 states that when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset’s conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance
- 7.6 Paragraph 210 of the NPPF sets out that: *‘In determining planning applications, local planning authorities should take account of:*
- a) *the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;*



- b) *the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and*
- c) *the desirability of new development making a positive contribution to local character and distinctiveness’.*

Regional and Local Plan

- 7.7 At a regional level, Policy HC1 of the LP outlines that development proposals affecting heritage assets, and their settings, should conserve their significance by being sympathetic to the assets significance and appreciation within their surroundings.
- 7.8 At a local level, Policy DMHB 1: Heritage Assets of the Local Plan Part 2 requires all development proposals to avoid harm to the historic environment. Policy DMHB 4: Conservation Areas, outlines that *‘New development, including alterations and extensions to existing buildings, within a Conservation Area or on its fringes will be expected to preserve or enhance the character or appearance of the area. It should sustain and enhance its significance and make a positive contribution to local character and distinctiveness’.*

Significance

- 7.9 ‘Significance’ is the means by which the cultural importance of a place and its component parts are identified and compared, both absolutely and relatively. It is essential for effective consideration and management, because the identification of areas and aspects of higher and lower significance, based on a thorough understanding of a place, enable proposals for change to be developed which protect, respect and where possible enhance a building’s character and cultural values.
- 7.10 This assessment of significance is intended to describe the buildings and their key features in sufficient detail to understand its special interest. With that in mind it focuses on those areas of the building which are more affected by the proposed changes.



7.11 Manor Way is located within the Conservation Area. However, the significance of the garden land to the rear of the properties is of limited heritage value and makes no valuable contribution towards the character and appearance of the CA. Therefore, the proposed rear extensions, that has carefully considered the design and appearance of the existing pair of semi-detached properties, will provide a high-quality form of development for this part of Manor Way.

Impact of the Proposal on Significance

7.12 The proposed development includes a two storey rear extension to the existing dwellings which are designed to be subordinate to the dwellings with a slightly lower ridge height and set in from the side elevations of the main dwelling.

7.13 The main architectural detailing, theming and proportions are in keeping with the existing properties. The front of the properties will remain unaltered.

7.14 The materials will be of a high-quality design, maintaining the character and appearance of the existing dwelling. The layout, scale and massing of the proposed development, will comprise a sympathetic and congruent design and form, which will help to integrate the proposal effectively within the setting of the site. Accordingly, there will be no harm to the setting or the significance of this part of the Conservation Area.

7.15 In summary, the proposed development will achieve a high standard of design and will preserve and enhance the character and appearance of this part of the Conservation Area. The proposal therefore complies with local and national planning policies in respect of heritage.



8 DESIGN AND ACCESS STATEMENT

- 8.1 **Amount:** The proposed development is for the erection of a two storey rear extension to the existing semi-detached dwellings and conversion of the extended properties into 4 x 1 bedroom flats. The proposals serve to bring back into use an underutilised parcel of land in an urban and sustainable location, which will improve the overall character and appearance of the area in general.
- 8.2 **Layout:** The layout of the extensions will continue the existing layout of the pair of semi-detached properties.
- 8.3 **Scale:** The layout, scale and massing of the proposed extensions will comprise a sympathetic and congruent design and form, which will help to integrate the extensions effectively within the Site. The pitched roof and eaves height will be a continuation of the existing properties, and the proposed fenestration and materials will reflect the existing properties.
- 8.4 **Landscaping:** Landscaping will remain largely unaltered, and the existing trees and vegetation will be retained where possible and protected.
- 8.5 **Appearance:** The design and appearance of the proposed extension is sympathetic to the existing buildings. The extension includes a pitched roof set down from the ridge of the dwelling with the eaves reflecting the existing eaves height.
- 8.6 All new materials as part of the external appearance of the property will be high quality and respect the existing building and surrounding area.
- 8.7 **Use:** The proposals retain the use of the Site as a residential use. Two additional units are proposed, which will contribute to the much-needed housing within Hillingdon Council.
- 8.8 **Access:** The Site is in a highly sustainable location and within walking distance of Ruislip and Ruislip Manor Underground Station. Consequently, the Site is a sustainable location, and the proposed parking will be acceptable from a highway safety perspective.



- 8.9 Access to the property will be gained via the existing accesses into the plot and will meet the relevant Building Regulations.



9 SUMMARY AND CONCLUSIONS

- 9.1 The proposed development is for a two-storey rear extension to the existing pair of semi-detached dwellings and their conversion into 4 x 1 bed flats on the Ruislip Manor Estate, which is owned and managed by the RMCS. The new dwellings would add to the RMCSs portfolio of affordable properties, helping them to provide additional homes on the popular estate.
- 9.2 The proposed design and appearance of the extensions is a continuation of the existing pair of semi-detached dwellings and closely reflects their existing character and appearance and only seeks to enhance the character of this part of the Conservation Area.
- 9.3 Additionally, the proposals have been carefully considered in the context of all relevant national and local planning policies and is compliant with policy regarding an acceptable relationship provided for future occupants and existing properties, parking and cycle provision, sustainable improvements and the existing measures for drainage will be retained for the proposed development and will continue to control the surface water run-offs.
- 9.4 In combination with the provision of affordable accommodation, the proposal complies with the aims of all relevant development plan policies and with central government advice in accordance with Section 38 (6) of the Planning and should be approved without delay.



APPENDIX 1 – RMCS WAITING LIST

1 Bedroomed Applicants		2 Bedroomed Applicants		3 Bedroomed Applicants	
Prospective Tenants	Existing Tenants	Prospective Tenants	Existing Tenants	Prospective Tenants	Existing Tenants
42	2	59	4	24	4