



26/01403/FUL – Chapter House Howes Place Cambridge Cambridgeshire CB3 0UW

Provision of Postal Lockers (Retrospective)

Report to: Joint Development Management Committee

Lead Officer: Joint Director of Planning and Economic Development

Ward/parish: Castle

Presenting officer: Michael Sexton

Reason presented to committee: Third party representations

Member site visit date: N/A

Key issues: 1. Heritage Impact
2. Highway Safety

Recommendation: **Approve** subject to:

- The planning conditions as set out below with minor amendments to the conditions as drafted delegated to officers.

Report contents

Table 1: Contents of report

Document Section	Section Heading
1	Executive summary
2	Site description and context
3	The proposal
4	Relevant site history
5	Policy
6	Consultations
7	Third party representations
8	Member Representations
9	Local groups / petition
10	Planning background
11	Assessment
12	Principle of development
13	Character Impact
14	Heritage Impact
15	Highway Impact
16	Amenity
17	Biodiversity
18	Water management and flood risk
19	Other matters
20	Third party representations
21	Planning balance
22	Recommendation
23	Planning conditions

1. Executive summary

- 1.1 The application seeks retrospective planning permission for the provision of postal lockers at Chapter House, a two and a half storey building comprising 68 studio apartments located on the northern side of Huntingdon Road between Howes Place and Lawrence Weaver Road.
- 1.2 Chapter House is located within Howes Place Conservation Area and is identified as a building of local interest (non-designated heritage asset).
- 1.3 The postal lockers are located within a service area on the south-eastern side of Chapter House, accessed via an existing vehicular and pedestrian entrance. This area benefits from substantial natural screening in the form of boundary planting that extends parallel to Howes Place up to the

service area entrance and alongside the lockers. As a result, views of the lockers from outside the site are limited.

- 1.4 In consultation with the Council's Conservation Team and the County Council Highways Development Management Team, officers are satisfied that the siting of the postal lockers result in no harm to the relevant heritage assets and no harm to highway safety.
- 1.5 Officers recommend that the Planning Committee **approve** the application.

Table 2: Consultee Summary

Consultee	Object / No objection / No comment	Paragraph Reference
Conservation Team	No objection	6.1
County Highways Development Management	No objection	6.2
Environmental Health Team	No objection	6.3
Third Party Representations (67)	54 representations in support 13 representations in objection, including a resident group letter with 29 signatures	7.1 – 7.2

2. Site description and context

- 2.1 Chapter House (the former National Institute of Agricultural Botany (NIAB) offices) is a two and a half storey building located on the northern side of Huntingdon Road between Howes Place and Lawrence Weaver Road.
- 2.2 Chapter House is located within Howes Place Conservation Area and is identified as a building of local interest (non-designated heritage asset). The site is located within flood zone 1 (low risk), with areas of the wider site identified as being at risk from surface water flooding.
- 2.3 Car parking for the residents of Chapter House is located towards the rear of the site and is accessed via Lawrence Weaver Road.
- 2.4 A small 'service area' for Chapter House is located towards the south-east of the site, within the curtilage of the building, and is accessed via Howes Place. This service area contains the postal lockers that are the subject of

this application, alongside cycle parking, pedestrian access, and an electricity sub-station.

- 2.5 Howes Place is a private road accessed from Huntingdon Road (public highway) that serves less than 20 private residential properties. It forms a linear cul-de-sac with a small central green located to the southern side of the street.

3. The proposal

- 3.1 The application seeks retrospective planning permission for the provision of postal lockers.

4. Relevant site history

- 4.1 The following is relevant planning history to the application site:

Table 3: Relevant site history

Reference	Description	Outcome
23/04643/OUT	Outline application (all matters reserved except for layout, scale and access arrangements on to Laurence Weaver Road) for the demolition of all site buildings and structures other than Chapter House and erection of buildings for laboratory / office (Class E (g(i)) and (g(ii))) and café use (class E(b)), and associated facilities and infrastructure, along with the relocation of existing facilities serving the retained Chapter House that are currently accessed from Lawrence Weaver Road including refuse storage, vehicle access, car parking and cycle parking	pending
21/03609/FUL	Retention of the former NIAB Headquarters building, the demolition of all other buildings and structures, and the erection of buildings with basements for 291 Build to Rent units (Use Class C3) including affordable housing and a 202 bed Apart-Hotel (Sui Generis) and associated facilities along with access, car and cycle parking, landscaping and infrastructure works	Approved (02 February 2024)
20/01501/CONDA	Submission of details required by conditions 2 (Pedestrian and cycle	Condition Accepted Not

	linkages) and 3 (Cycle parking facilities) of prior approval application 20/01501/PRI030	Discharged (25 October 2022)
20/01501/COND2	Submission of details required by condition 2 (Pedestrian and Cycle Linkages Plan) of planning permission 20/01501/PRI030	Refused to Discharge Condition (15 March 2022)
20/01501/PRI030	Prior Approval notification of proposed change of use from B1(a) (offices) to Class C3 (dwellinghouses) to create 68 dwellings	Prior Approval Given (20 May 2020)

4.2 The following is relevant planning history adjacent to the application site:

Table 4: Relevant adjacent site history

Reference	Description	Outcome
26/02606/FUL	Demolition of all buildings and structures, and erection of Build to Rent residential units (Use Class C3) including affordable housing, commercial floor space (Use Class E), and associated facilities along with access, car and cycle parking, landscaping, and infrastructure works forming part of a wider masterplan for the site	pending
26/02607/FUL	Erection of 240 co-living residential units (Use Class Sui Generis) and associated facilities along with access, car and cycle parking, landscaping and infrastructure works forming part of a wider masterplan for the site	pending
20/01768/PRI030	Prior Approval notification of proposed change of use from B1(a) (offices) to 81 dwellinghouses (Class C3).	Prior Approval Given (20 May 2020)

5. Policy

5.1 National Policy

National Planning Policy Framework 2026

National Planning Practice Guidance

National Design Guide 2021

Local Transport Note 1/20 (LTN 1/20) Cycle Infrastructure Design

Circular 11/95 (Conditions, Annex A)

Technical Housing Standards – Nationally Described Space Standard (2015)

EIA Directives and Regulations - European Union legislation with regard to environmental assessment and the UK's planning regime remains unchanged despite it leaving the European Union on 31 January 2020

Conservation of Habitats and Species Regulations 2017

Environment Act 2021

ODPM Circular 06/2005 – Protected Species

Equalities Act 2010

- 5.2 The new National Planning Policy Framework (NPPF) which was published on 17 August 2026 and is a material consideration which must be taken into account where it is relevant to a planning application.
- 5.3 National procedural development management policies Policy S3 (presumption in favour of sustainable development) and Policy S4 (principle of development within settlements) of the NPPF (2026) state that development proposals should be approved unless the benefits of doing so would be substantially outweighed by any adverse effects, when assessed against the national decision-making policies in this Framework.
- 5.4 Other thematic development management policies of relevance to the application proposals from the NPPF (2026) include:
- DP3: Key principles for well-designed places
TR6: Assessing transport impacts
HC4: Proposals for new and improved community facilities, public service infrastructure and development providing public health benefits
P3: Living conditions and pollution
N2: Improving the natural environment
HE3: Historic Environment Records
HE4: Securing the conservation of heritage assets
HE5: Assessing effects on heritage assets
HE6: Proposals affecting designated heritage assets
HE7: Decision on non-designated heritage assets
HE9: Conservation areas
- 5.5 **Greater Cambridge Local Plan 2024-2045 (Regulation 19 Proposed Submission)**
- 5.6 The Proposed Submission Greater Cambridge Local Plan represents the latest stage of preparing a new joint Local Plan for Greater Cambridge. Once it is adopted, it will become the statutory development plan for the

Greater Cambridge area, replacing the current (adopted) Local Plans for Cambridge City and South Cambridgeshire District.

- 5.7 The Proposed Submission Local Plan was published for public consultation (under Regulation 19 of The Town and Country Planning (Local Planning) (England) Regulations 2012) between 3 August and 25 September 2026.
- 5.8 In line with Policy DM4 of the National Planning Policy Framework (NPPF, 2026), local planning authorities may give weight to relevant policies in emerging plans according to several factors. The joint Local Plan is at a relatively early stage in the plan making process since. The Proposed Submission Local Plan is consistent with policies in the National Planning Policy Framework 2024.
- 5.9 At this stage, the Proposed Submission Local Plan and its policies can only be afforded very limited weight as a material consideration in decision making.
- 5.10 Submission of the Local Plan to the Secretary of State is anticipated by the end of December 2026.

5.11 **Cambridge Local Plan (2018)**

Policy 1: The presumption in favour of sustainable development
Policy 32: Flood risk
Policy 55: Responding to context
Policy 56: Creating successful places
Policy 58: Altering and extending existing buildings
Policy 61: Conservation and enhancement of Cambridge's historic environment
Policy 62: Local heritage assets
Policy 65: Visual pollution
Policy 70: Protection of priority species and habitats
Policy 80: Supporting sustainable access to development
Policy 81: Mitigating the transport impact of development
Policy 82: Parking management

5.12 **Supplementary Planning Documents (SPD)**

Greater Cambridge Biodiversity – Adopted February 2022
Greater Cambridge Sustainable Design and Construction SPD – Adopted January 2020
Cambridgeshire Flood and Water SPD – Adopted November 2016

5.13 **Other guidance**

Buildings of Local Interest (2005)

Cambridgeshire Design Guide For Streets and Public Realm (2007)

5.14 **Area Guidelines**

Howes Place Conservation Area Appraisal (2024)

6. Consultations

Publicity

Neighbour letters – Yes

Site Notice – Yes

Press Notice – Yes

Conservation Team – No objection

- 6.1 This development preserves or enhance the character of the conservation area and complies with local plan policy 61.

County Highways Development Management – No objection

- 6.2 No significant adverse effect upon the Public Highway.

Environmental Health Team – No objection

- 6.3 No concerns regarding the development in terms of potential Environmental Health impact.

7. Third party representations

- 7.1 13 representations in objection to the application have been received, including a representation from the Residents of Howes Place, which has 29 signatures. The following concerns have been raised:

- Unauthorised development, contrary to information provided in support of the Prior Approval application
- Significant increase in the use of Howes Place by delivery vans, taxis, food delivery two wheelers etc.
- Highway safety impact – Howes Place is unsuitable for high volumes of vehicle and motorcycle movements being a narrow, unlit, poorly constructed and unadopted roadway

- Harm to Howes Place Conservation Area – postal lockers are unsympathetic features, resulting in harm to the character of Chapter House and Howes Place street scene
- Further compliance issues in failing to comply with two pre-occupation planning conditions

7.2 54 representations in support of the application have been received. Comments in support include:

- Experienced no adverse effect on surrounding residential environment
- Safer and more efficient for residents and delivery drivers
- Well managed, unobtrusive, and entirely appropriate for a residential development
- Provide residents with secure, 24-hour access to deliveries, prevent theft, reduce volume of parcels being left within communal areas, reduce repeated attempts at delivery, minimise disturbance to residents by preventing repeated courier call-backs

7.3 The above representations are a summary of the comments that have been received. Full details of the representations are available on the Council's website.

8. Member Representations

8.1 None

9. Local groups / petition

9.1 As stated in paragraph 7.1, a letter from the Residents of Howes Place has been received in objection to the proposal (contains 29 signatures).

9.2 A petition for a Development Control Forum (DCF) was also received (containing 29 signatures). A DCF was held on 21 July 2026. The objections raised mirror those summarised above in paragraph 7.1, namely unauthorised development, increased use of Howes Place, highway safety, and heritage impact.

10. Planning background

Breach of Planning Control

- 10.1 Chapter House comprises 68 studio apartments following prior approval for the change of use from offices to residential in May 2020 (ref. 20/01501/PRI030).
- 10.2 The Local Planning Authority notified the owner of Chapter House in February 2026 that the postal lockers had been on site installed without the benefit of planning permission.
- 10.3 This application has been submitted to regularise the siting of the postal lockers.

Building of Local Interest

- 10.4 Chapter House is identified in the Cambridge Local Plan as a Building of Local Interest (BLI) and is therefore recognised as a non-designated heritage asset. Although it is not statutorily listed and does not benefit from the legal protections afforded to listed buildings, its local heritage significance is a material planning consideration.
- 10.5 Planning Practice Guidance provides the following context for non-designated heritage assets:

What are non-designated heritage assets?

Non-designated heritage assets are buildings, monuments, sites, places, areas or landscapes identified by plan-making bodies as having a degree of heritage significance meriting consideration in planning decisions but which do not meet the criteria for designated heritage assets.

A substantial majority of buildings have little or no heritage significance and thus do not constitute heritage assets. Only a minority have enough heritage significance to merit identification as non-designated heritage assets.

Paragraph: 039 Reference ID: 18a-039-20190723

Revision date: 23 07 2019th

Development Control Forum (DCF)

- 10.6 A DCF was held on 21 July 2026 following a petition from local objectors. A copy of the minutes are appended to this report (**Appendix 1**).
- 10.7 Following the DCF, no changes have been made to the application.

11. Assessment

11.1 From the consultation responses and representations received and from an inspection of the site and the surroundings, the key issues are:

- Heritage (and character) Impact
- Highway Safety

12. Principle of Development

12.1 The application relates to the retention of postal lockers associated to the residential occupation of Chapter House.

12.2 There is no in-principle conflict with any local or national planning policies.

13. Character Impact

13.1 The postal lockers are located within a service area on the south-eastern side of Chapter House, accessed via an existing vehicular and pedestrian entrance. The lockers measure approximately 2 metres in height, 0.6 metres in depth and 2 metres in length. They are constructed from colour-coated aluminium with a grey finish and are positioned approximately 3.5 metres back from Howes Place within the service area.

13.2 The lockers abut a rail fence enclosing an existing cycle parking area. This part of the site benefits from substantial natural screening in the form of boundary planting that extends parallel to Howes Place up to the service area entrance and alongside the lockers. The planting continues along the frontage, with the only significant interruption occurring at the access point.

13.3 As a result, views of the lockers are highly limited. They are not visible when entering Howes Place from Huntingdon Road and cannot be seen from most of the street when travelling towards Huntingdon Road. The lockers only become apparent from a short section of the public realm immediately adjacent to the entrance of Chapter House.

13.4 Where views are available, the lockers are perceived as a simple and functional piece of infrastructure that serves an ancillary purpose associated with the occupation of Chapter House. Their modest scale, finish and screened position ensure that they do not appear visually prominent within the street scene.

- 13.5 Consequently, the lockers have no material adverse impact on the character and appearance of the surrounding area. Given their limited visibility, modest form and the presence of established boundary planting, they do not detract from local visual amenity or the character of Howes Place.
- 13.6 The proposal is compliant with Policies DP3 and P3 of the NPPF and Policies 55, 56, 57, 58 and 65 of the Local Plan.

14. Heritage Impact

- 14.1 The application site is located within Howes Place Conservation Area. Chapter House is identified as a BLI (a non-designated heritage asset) in the Cambridge Local Plan.

- 14.2 The Howes Place Conservation Area Appraisal offers the following summary:

This Appraisal has sought to identify what is special and unique about the NIAB and Howes Place area warranting its designation as a Conservation Area.

The area comprises the former NIAB Headquarters (1920's) building and Howes Place. The buildings were designed and set out within a defined landscape in 1921 by noted architect Percy Morley Horder.

The buildings and landscape retain their essential characteristics and are little altered externally, with the exception of a large extension to the rear of the former NIAB Headquarters (1920's) building. The relationship of the former NIAB Headquarters building with Howes Place is still maintained despite the private sale of properties in Howes Place and the conversion of the former NIAB Headquarters building to provide 68 residential dwellings.

The designation of the Howes Place Conservation Area will preserve and enhance its special character.

- 14.3 Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 provides the statutory duty for a local planning authority, in the exercise of its planning powers with respect to any buildings or other land within a Conservation Area, to "pay special attention to the desirability of preserving or enhancing the character or appearance of that area".

- 14.4 Policies HE4 to HE9 of the NPPF recognise heritage assets as an irreplaceable resource and require their conservation in a manner appropriate to their significance. Development affecting heritage assets should avoid or minimise harm wherever possible and provide clear and convincing justification where harm arises. Great weight should be given to the conservation of designated heritage assets, and any harm should be balanced against the public benefits of the proposal in accordance with the relevant policy requirement
- 14.5 At a local level, Policy 61 of the Cambridge Local Plan seeks to ensure the conservation and enhancement of Cambridge's historic environment, in line with national policy.
- 14.6 Policy HE5(2) of the NPPF requires assessments of the potential effects of development proposals on the significance of heritage assets (and their setting) to identify whether proposals would be likely to a) have a positive effect; or b) have no effect; or c) result in harm; or d) cause the total loss of the significance of the heritage asset.
- 14.7 The application is supported by a Heritage Statement, which recognises Howes Conservation Area and Chapter House as a BLI and concludes that the retention of the lockers is considered to have no material impact on the conservation area of BLI.
- 14.8 As set out in Section 13 above, views of the lockers are highly limited. As a result, there is very limited intervisibility between the lockers and Chapter House itself.
- 14.9 Where the lockers are visible, they are perceived as a clearly ancillary and functional structure associated with the residential occupation of Chapter House. The lockers are not physically attached to Chapter House and are instead discreetly positioned within its curtilage. They do not alter, obscure or interfere with the architectural form, detailing or appreciation of Chapter House, nor do they result in any significant harmful encroachment into the wider layout, setting or special character of the site.
- 14.10 Consequently, the lockers preserve the setting of Chapter House and do not give rise to any harm to the significance or character of this non-designated heritage asset.
- 14.11 In respect of Howes Place Conservation Area, the lockers preserve its character and appearance for the reasons set out above. Owing to their limited visibility, modest scale and discreet siting, the lockers do not

appear as a prominent or intrusive feature within the public realm and Conservation Area.

14.12 Where they are visible, the lockers read as a functional and ancillary structure associated with the residential occupation of Chapter House. Their location within an area already serving ancillary functions ensures that they sit comfortably within the established pattern of development and do not appear incongruous or out of keeping with the character of the site.

14.13 As such, the lockers do not detract from the significance of Howes Place Conservation Area, nor do they erode those elements that contribute to its special character and appearance. The development therefore preserves the character and appearance of the Conservation Area and gives rise to no harm to its significance.

14.14 The application has been subject to formal consultation with the Council's Conservation Officer, who raises no concerns. It is noted that the Conservation Officer gave their comments prior to the NPPF (2026) update. Nonetheless, those comments stated that:

The overall scale of Chapter House in addition to the planting means that these lockers are not a dominant feature and do not harmfully impact on the character of the conservation area or the setting of Chapter House.

14.15 The assessment of the Council's Conservation Officer would align with the intentions of Policies HE6, HE7 and HE/9 of the updated NPPF. Officers concur with this conclusion and the absence of harm arising from the siting of the lockers in heritage terms.

14.16 The proposal is compliant with Policies HE6, HE7 and HE9 of the NPPF, Policies 61 and 62 of the Local Plan, and Section 72(1) of the Planning (Listed Buildings and Conservation Areas).

14.17 Officers acknowledge where third party objections refer to extracts from Section 10.3 of the Howes Place Conservation Area Appraisal, specifically:

“The importance of the area for its homogeneous architecture designed by an eminent architect as well as its strong formal landscape scheme, coupled with mature informal landscape, is at risk of losing its special character through cumulative impact of minor changes.”

“The building and landscape are potentially at risk of unsympathetic change.”

- 14.18 For the reasons set out above, officers consider the proposal acceptable in heritage terms.

15. Highway Safety

- 15.1 Delivery vehicles would access the postal lockers from an existing point of pedestrian and vehicular access to Chapter House from Howes Place. The access is approximately 34 metres from the Huntingdon Road – Howes Place junction. Residents of Chapter House can access the postal lockers from the internal arrangements of the site and would not need to access the lockers by car.
- 15.2 The application has been subject to formal consultation with the Local Highways Authority, who raise no objections to the siting of the postal lockers, stating that there would be no significant adverse effect upon the Public Highway.
- 15.3 Officers acknowledge that Howes Place is a private road and that the Local Highways Authority would be primarily concerned with any impact on the adopted highway (Huntingdon Road).
- 15.4 Further consideration is therefore given to the potential highway safety impacts on Howes Place.
- 15.5 The service area in which the lockers are located provides sufficient space for a typical delivery vehicle to enter the site and pull clear of Howes Place. An area measuring approximately 9 metres by 3.2 metres is available for a delivery vehicle to park while servicing the lockers.
- 15.6 Whilst there is insufficient space within the service area for a delivery vehicle to turn around, a vehicle entering in a forward gear can reverse out safely. Adequate visibility and manoeuvring space are available to facilitate this movement.
- 15.7 Having regard to the anticipated frequency of deliveries to Chapter House, together with the linear nature of Howes Place as a private cul-de-sac serving a limited number of properties, occasional reversing manoeuvres onto Howes Place would not give rise to significant highway safety concerns. Any resulting impact on residential vehicle movements would be limited and short in duration.

- 15.8 Officers are satisfied that the siting of the postal lockers does not give rise to significant harm to highway safety.
- 15.9 The proposal is compliant with Policy TR6 of the NPPF and Policy 81 of the Local Plan.

16. Amenity

- 16.1 The postal lockers are located within the curtilage of Chapter House, some distance from the nearest residential property on the south-eastern side of Howes Place (approximately 22 metres away). By virtue of their siting, scale, and function, the lockers are not considered to result in any harm to the amenities of neighbouring properties.
- 16.2 In terms of the occupiers of Chapter House, no harm to their amenity is identified. The provision of the postal lockers provides the residents with a facility to manage deliveries to the site, safely and securely.
- 16.3 The proposal is compliant with Policy P3 of the NPPF and Policies 55 and 57 of the Local Plan.

17. Biodiversity

- 17.1 The siting of the postal lockers is below 25sqm of built footprint with no priority habitat impact and is therefore exempt from biodiversity net gain requirements under the 'de minimus' exception.
- 17.2 The proposal is compliant with Policy N2 of the NPPF, Policy 70 of the Local Plan, and the Biodiversity SPD (2022).

18. Water management and flood risk

- 18.1 The postal lockers are located in flood zone 1 (low risk) and are not sited in an area identified as being at risk from surface water flooding.
- 18.2 The siting of the postal lockers is not considered increase the risk of flooding to the site and surrounding area.
- 18.3 The proposal is complaint with Policies 31 and 32 of the Local Plan.

19. Other matters

Prior Approval Conditions

19.1 Third-party objections have referred to conditions imposed as part of Prior Approval application 20/01501/PRI030, which saw Chapter House change use from office to residential, that were not subsequently discharged prior to occupation. Applications submitted to discharge the relevant conditions are noted in paragraphs 4.1 and Table 3 above.

19.2 For the avoidance of doubt, the wording of the Prior Approval conditions is set out below:

Condition 2: Pedestrian and Cycle Linkages

Prior to occupation of any of the dwellings hereby approved, a plan showing additional pedestrian and cycle linkages from the site to the wider network to the north and west shall be submitted to and approved in writing by the Local Planning Authority. The pedestrian and cycle linkages shall be implemented in accordance with the approved details prior to occupation of any of the dwellings hereby approved, and shall remain thereafter.

Reason: for the safe and efficient use of the adopted public highway (Cambridge Local Plan 2018 policy 80).

Condition 3: Cycle Parking

Prior to occupation of any of the dwellings hereby approved, cycle parking facilities shall be provided in accordance with details that have been submitted to and approved in writing by the Local Planning Authority prior to commencement of construction of such facilities. The cycle parking facilities shall remain thereafter for the use of the occupants of the dwellings.

Reason: for the safe and efficient use of the adopted public highway (Cambridge Local Plan 2018 policy 80).

19.3 Application ref. 20/01501/COND approved the details submitted pursuant to Conditions 2 and 3. However, the conditions themselves were not formally discharged. The decision notice specified that the approved details were accepted for a temporary three-year period only, following which a further application would be required to secure a permanent solution.

19.4 The matters reserved by Conditions 2 and 3 are separate from the current application, which relates solely to the retention of the postal lockers. As such, they do not form part of the principal assessment of this application,

nor do they materially affect the planning balance or recommendation in respect of the lockers.

- 19.5 Nevertheless, officers acknowledge that the requirements of Conditions 2 and 3 remain outstanding. In this regard, officers note that a separate planning application currently under consideration by the Local Planning Authority (ref. 26/02606/FUL) includes land adjacent to Chapter House within its red-line boundary and proposes the provision, or re-provision, of parking spaces associated with the occupation Chapter House. That application may provide an opportunity to address the matters reserved by the conditions noted above, but is a separate matter to this application.
- 19.6 Any ongoing failure to comply with the requirements of Conditions 2 and 3 remains a separate planning enforcement matter and may be subject to enforcement action by the Local Planning Authority, should it consider such action to be expedient.

20. Third party representations

- 20.1 The remaining third-party representations not addressed in the preceding paragraphs are summarised and responded to in the table below:

Table 5: Officer response to third party representations

Third party comment	Officer response
Howes Place Access (1): Unauthorised works as part of 20/01501/PRI030 established Howes Place at the main access to Chapter House, contrary to the information provided with the Prior Approval application.	Pedestrian and cycle access to Chapter House is available from Howes Place. There is a gated pedestrian and vehicular access at the service yard, although limited space for vehicles beyond those gates (i.e., no dedicated parking). Vehicular access and car parking for the residents of Chapter House is taken from Lawrence Weaver Road. The site plan submitted with 20/01501/PRI030 showed cycle parking for Chapter House adjacent to Howes Place and provided no indication that an existing access would be physically closed off.
Howes Place Access (2): The establishment of Howes Place as the main access to	The application relates to the retention of the postal lockers only, which have been considered acceptable in highway safety terms.

Chapter House has resulted in a significant increase in the use of Howes Place by parcel delivery vans, taxis, food delivery two wheelers, etc.	Other vehicle movements associated with the service area are acknowledged but are outside the scope of this application (and planning control).
Principal Planning Compliance Officer comments: Has confirmed to the residents of Howes Place that the lockers are harmful to the character of the building and street scene, recommending their removal and that the Local Planning Authority is content to accept the temporary arrangements for pedestrian and cycle linkages until the outcome of the adjacent development.	The application has been submitted to regularise a breach of planning control and has been assessed in accordance with relevant local and national planning policies. The application has been subject to formal consultation with the relevant technical consultees, including the Council's Conservation Team. In consultation with those consultees, officers identify no planning harm to arise from the siting of the lockers. The matter of outstanding conditions is dealt with in Section 19 of this report.
Temporary planning consent: The residents of Howes Place invite the Local Planning Authority to grant temporary planning consent, subject to a positive planning solution.	The application does not propose a temporary planning permission, nor does the assessment of the development conclude that such an approach would be necessary.
Re-location of the Postal Lockers: A positive planning solution would be to relocate lockers to a location adjacent to the proposed replacement car and cycle parking for Chapter House on the land adjoining Chapter House (with reference to adjacent proposals).	The application seeks planning permission for the retention of the lockers in their current location, noting the benefits cited to the occupiers of Chapter House. The application does not seek to relocate the lockers to another location within, or adjacent to the site. The application has been assessed on the planning merits of the current location of the lockers.

21. Planning balance

- 21.1 Planning decisions must be taken in accordance with the development plan unless there are material considerations that indicate otherwise

(section 70(2) of the Town and Country Planning Act 1990 and section 38[6] of the Planning and Compulsory Purchase Act 2004).

Summary of harm

- 21.2 No significant adverse effects have been identified with regard to relevant national and local planning policy.

Summary of benefits

- 21.3 The postal lockers have a clearly defined purpose provide for occupiers of Chapter House, providing a facility to manage deliveries to the site, safely and securely.
- 21.4 Having taken into account the provisions of the development plan, NPPF and NPPG guidance, the views of statutory consultees and wider stakeholders, as well as all other material planning considerations, the proposed development is recommended for approval.

22. Recommendation

- 22.1 **Approve** subject to:

- The planning conditions as set out below with minor amendments to the conditions as drafted delegated to officers.

23. Planning conditions

1. The development hereby permitted shall be carried out in accordance with the approved plans as listed on this decision notice.

Plans to be listed:

Location Plan

Parcel Locker – Site & Block Plans

Parcel Locker – Plan and Elevations

Reason: In the interests of good planning, for the avoidance of doubt and to facilitate any future application to the Local Planning Authority under Section 73 of the Town and Country Planning Act 1990.

Background papers:

The following list contains links to the documents on the Council's website and / or an indication as to where hard copies can be inspected.

- Cambridge Local Plan 2018
- Greater Cambridge SPDs