



Delegated Report

Non-Material Amendment Application

Planning Application No: 20251207

Location: Port Of London Authority London River House Royal Pier Road Gravesend

Description: Application for a non-material amendment to planning permission reference number 20250381 to allow the addition of a small window on level 4 on the east elevation, removal of a window on level 1 on the east elevation, addition of a door and steps to the north elevation, addition of a small window on level 4 of the west elevation, removal of a window on level 3 of the west elevation and addition of a small set of steps to the west elevation.

Applicant: Port Of London Authority

Site Visit Date: N/A

Proposal

This is a non-material amendment to planning permission reference number 20250381 to allow the addition of a small window on level 4 on the east elevation, removal of a window on level 1 on the east elevation, addition of a door and steps to the north elevation, addition of a small window on level 4 of the west elevation, removal of a window on level 3 of the west elevation and addition of a small set of steps to the west elevation.

*It is prudent to note that the description has been amended in respect of the planning permission reference number referenced. When the applicant submitted this non-material amendment application the application ref. that they put that they were applying to amend was 20221294. However, since the submission, a variation of condition application which was pending consideration for variation of condition 2 of planning permission ref. 20221294 has been approved. The reference of the variation of condition application was 20250381 and as that is the scheme the applicant is now carrying out, the reference number of the planning permission that it is proposed to amend needed to be updated (i.e. to 20250381).

Submitted Documents/Plans

- Application form;
- Drawing no. PCC-BA-21-ZZxB3-DP-A-0 Rev. P3 – Proposed External Walls Bay Study Typical Windows Type 3 Levels 1-3;
- Drawing no. PCC-BA-21-ZZxB2-DP-A-0 Rev. P3 - Proposed External Walls Bay Study Typical Windows Type 2 Levels 1-3;
- Drawing no. PCC-BA-21-ZZxB1-DP-A-0 Rev. P3 - Proposed External Walls Bay Study Typical Windows Type 1 Levels 1-3;
- Drawing no. PCC-BA-21-L4xS1-DP-A-0 Rev. P3 - External Walls Level 4 Sections;
- Drawing no. PCC-BA-21-L4xB2-DP-A-0 Rev. P3 - External Wall Level 4 North Elevation Bay Study;
- Drawing no. PCC-BA-21-L4xB1-DP-A-0 Rev. P3 - External Walls Level 4 South Elevation Bay Study;
- Drawing no. PCC-BA-21-EW1-DP-A-0 Rev. P2 - Proposed External Wall West Elevation Cladding

- Types;
- Drawing no. PCC-BA-21-ES1-DP-A-0 Rev. P3 - Proposed External Wall South Elevation Cladding
- Types;
- Drawing no. PCC-BA-21-EN1-DP-A-0 Rev. P3 - Proposed External Wall North Elevation Cladding
- Types;
- Drawing no. PCC-BA-21-EE1-DP-A-0 Rev. P3 - Proposed External Wall East Elevation Cladding
- Types;
- Drawing no. PCC-BA-20-EW-DP-A-0 Rev. P3 – Proposed West Elevation;
- Drawing no. PCC-BA-20-ES-DP-A-0 Rev. P3 – Proposed South Elevation;
- Drawing no. PCC-BA-20-EN-DP-A-0 Rev. P3 – Proposed North Elevation;
- Drawing no. PCC-BA-20-EE-DP-A-0 Rev. P3 – Proposed East Elevation; and
- Non-Material Amendment Application Document by Bennetts Associates, Ref. PCC-BA-XX-XX-TRP-A-0004 Rev. P01.

Relevant Planning History

Reference	Description	Decision	Decision Date
20250381	Application for variation of condition 2 attached to planning permission reference number 20221294 for Demolition of an external stairwell, construction of a new single storey roof space, removal and relocation of the radar mast, internal refurbishment, improvements to the exterior facades and new landscaping to provide a level access to London River House and the PCC. The existing link between the PCC and Grade II listed Royal Terrace Pier will be enhanced, and repaving works is proposed in the forecourt area of the listed pier; to allow landscaping changes and amendment to the plans.	Permitted	03.12.2025
20250385	Application for Listed Building Consent for the demolition of an external stairwell, construction of a new single storey roof space, removal and relocation of the radar mast, internal refurbishment, improvements to the exterior facades and new landscaping to provide a level access to London River House and the PCC. The existing link between the PCC and Grade II listed Royal Terrace Pier will be enhanced, and repaving works is proposed in the forecourt area of the listed pier.	Permitted	03.12.2025

Development plan

As an application under S.96A of the Town and Country Planning Act the considerations turn to whether the proposals are non-material. The application is not assessed under the development plan.

Analysis

There is no statutory definition of 'non-material'. This is because it is so dependent on the context of the overall scheme – what may be 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 s.96A.

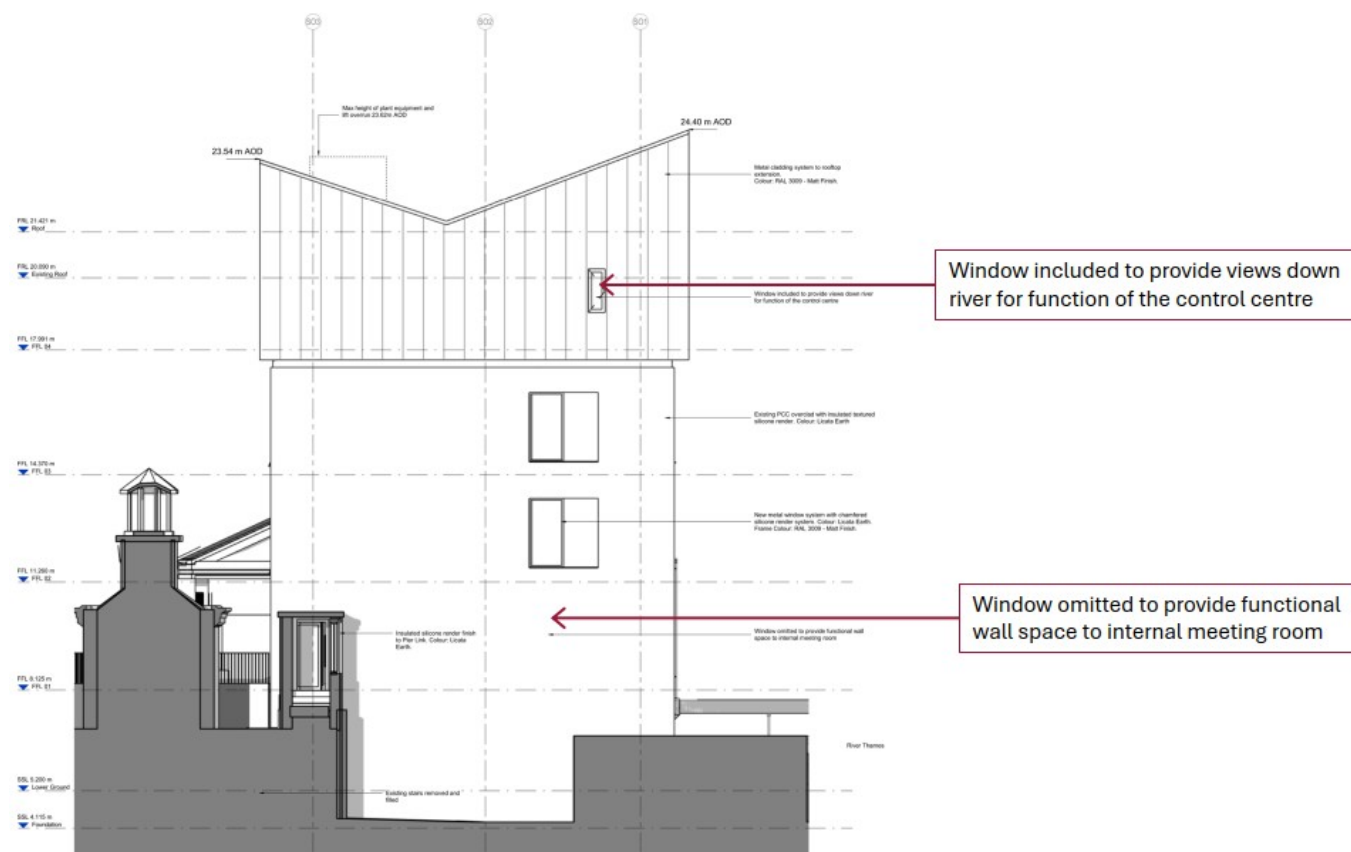
The proposed changes are:



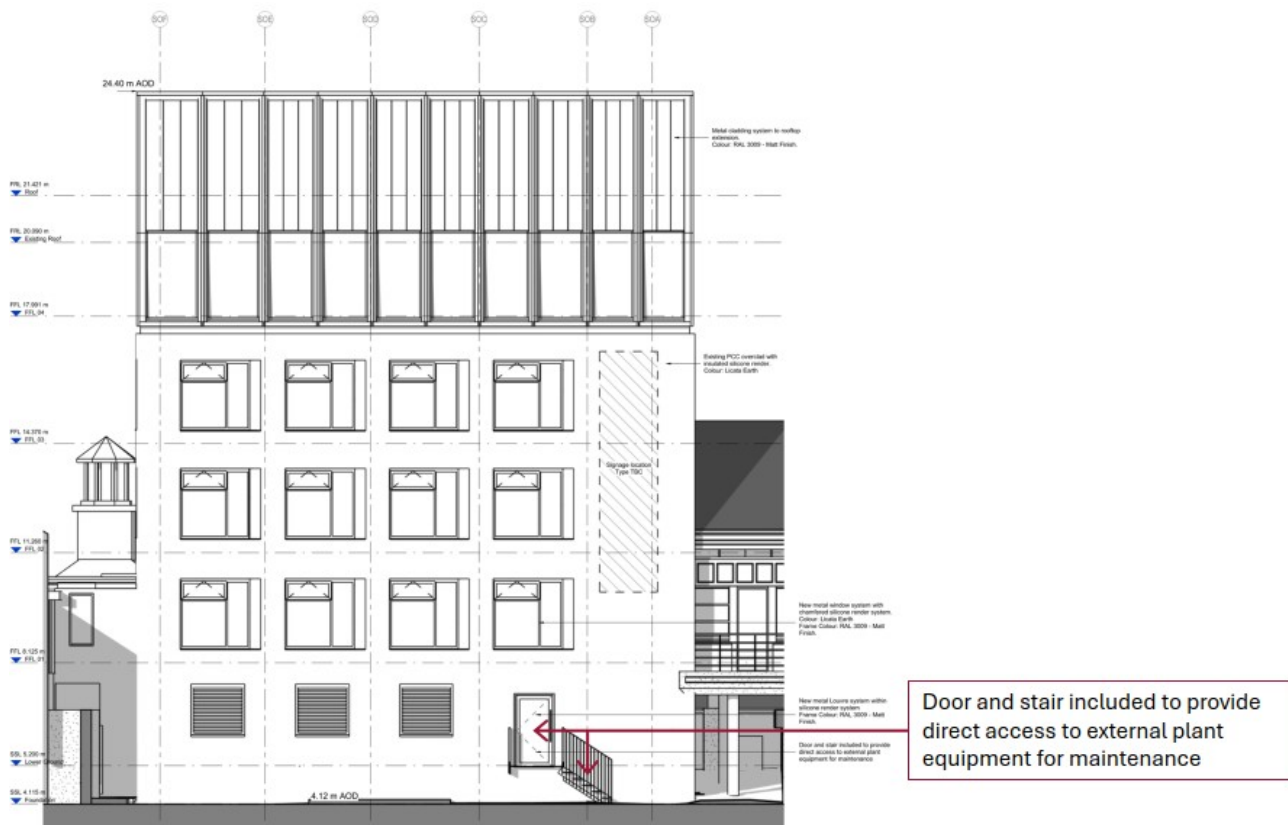
- Addition of a small window on level 4 on the east elevation;
- Removal of a window on level 1 on the east elevation;
- Addition of a door and steps to the north elevation;
- Addition of a small window on level 4 of the west elevation;
- Removal of a window on level 3 of the west elevation; and
- Addition of a small set of steps to the west elevation.

For ease of reference the approved and proposed floor plans and elevations are:

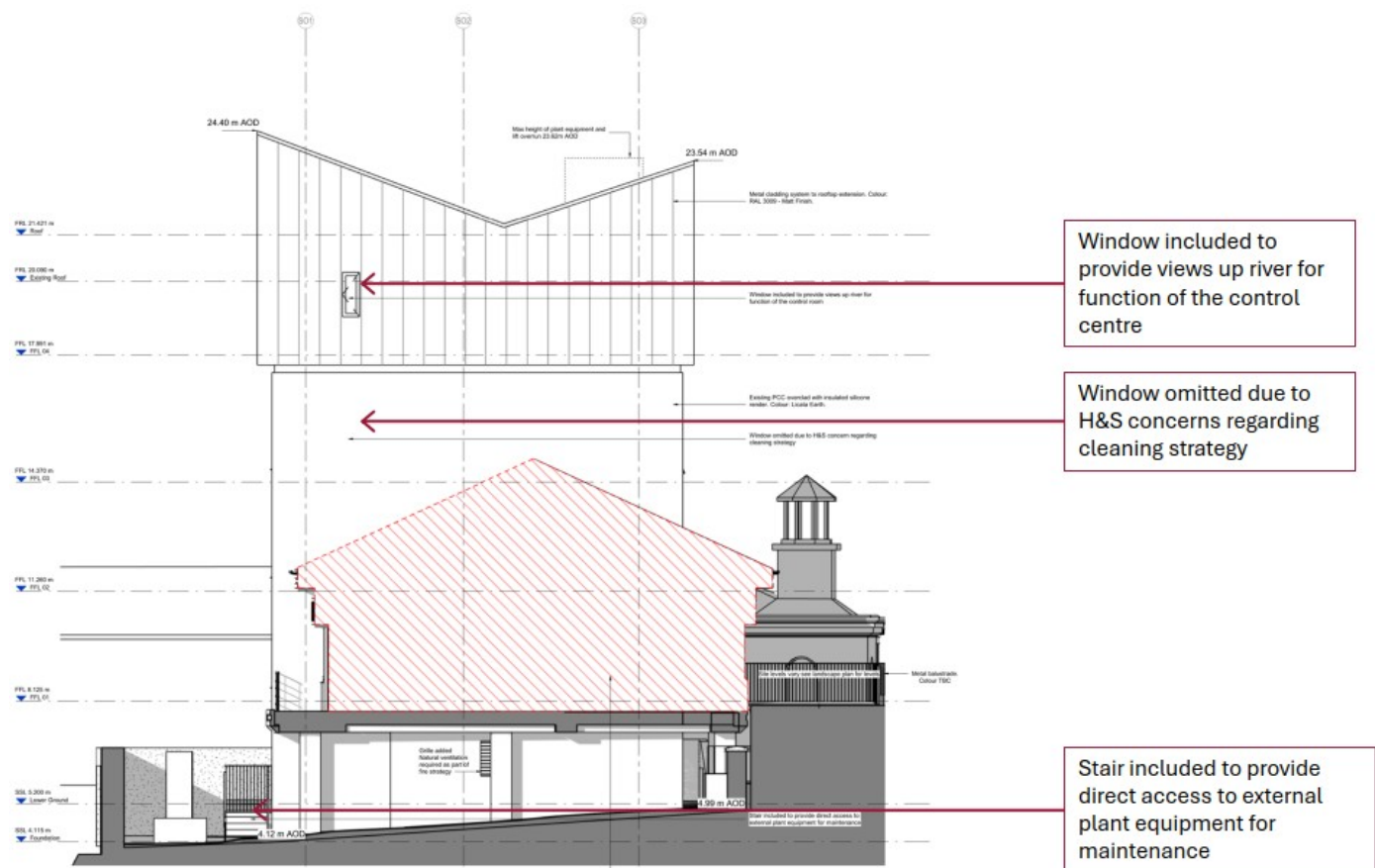
East (side) elevation:



North (front) elevation:



West (side) elevation:



In the east (side) and west (side) elevations a new window is proposed to be installed at fourth floor level in

the roof cladding area. The windows would both be 1m in width, 2.5m in height and would be metal. The reason given for this change is to provide views up river for the function of the control room. The proposed windows are small in size and would merge into the roof cladding in terms of their appearance so is not considered to be unacceptable in terms of design and appearance. Given the windows would be installed in the new storey which has been permitted it would not cause any additional impact on the character or appearance of the Riverside Conservation Area or the setting of the grade II listed Royal Terrace Pier. There is no neighbouring amenity that would be harmed.

The removal of a window at first floor on the east elevation and at third floor level on the west elevation are considered acceptable. The reason given for the removal of the window in the east side elevation is to provide functional wall space to an internal meeting room. The reason given for the removal of the window in the west side elevation is health and safety concerns regarding cleaning strategy. The removal of these windows will have no impact in design or heritage terms.

A door and steps are proposed on the north (rear) elevation. The reason given is to provide direct access to external plant equipment for maintenance. The door is a minor alteration and would fit in well in the overall fenestration of this elevation; the steps are minor and lightweight. This is the river fronting elevation and the door and steps are minor additions to a working river front building. The door and steps are considered acceptable in design and would not impact on the Riverside Conservation Area. A set of steps are also proposed on the west (side) elevation which are also minor and would again appear as a characteristic feature on a working river fronting building.

Overall, the proposed window, door and step changes are considered minor and would be acceptable in terms of design, character and appearance, would not impact on the Riverside Conservation Area and would not impact on neighbouring amenity.

Conclusion

The proposed amendments to the development approved under application ref. 20250381 in respect of two additional windows, removal of two windows and the addition of a door and two sets of steps are considered acceptable and are deemed to constitute a non-material amendment.

Recommendation

Permission for Non-Material Amendment

(See draft Decision)

Case Officer:	Ms Rebecca Harrison	Team Leader:	Mrs Faye Walsh
Signed:	<i>Rebecca Harrison</i>	Signed:	<i>F Walsh</i>
Dated:	19th December 2025	Dated:	19 December 2025