

Delegated Report

Application No: 20251246

Location: St Josephs Convent Of Mercy, Hillside Drive, Gravesend DA12 1NY

Description: Application for the approval of condition 16 (Construction Environmental Management Plan) attached to planning reference number 20241161.

Applicant: Sister Anne O'Connell

Submitted Documents/Plans

Application form
Covering letter
Construction Environment Management Plan

Relevant Planning History

20241161 Change of use of surplus convent buildings into two 6-bedroom townhouses, demolition of existing single-storey extensions to the west and construction of a 2-bedroom attached chalet bungalow, reorganisation of the convent car park and alterations to create a front entrance, erection of two single-storey bays to the rear elevation, dividing up the existing garden, and forming a new driveway to access the gardens to the rear.

Permitted 09.07.2025

Consultations, Publicity and Representations

KCC Highways

I refer to the above planning application and having reviewed the Construction Environmental Plan, raise no objection on behalf of the local highway authority for the Discharge to Condition 16.

KCC Streetworks offer the following general information:

- Permits will need to be submitted for any restrictions or traffic management implanted on the public highway and these need to be submitted within the appropriate timescales. A link to KCC's website is below with the information that will assist;

<https://www.kent.gov.uk/roads-and-travel/highway-permits-and-licences/kent-permit-scheme>

- Traffic management plans will need to be supplied with any permit submission as well as operatives Streetworks accreditations.

- Any hoarding, scaffolding, skips or cranes licences (impacting or for cranes, oversailing the highway) will require a licence to be submitted. The link to complete this is shown below;

<https://www.kent.gov.uk/roads-and-travel/highway-permits-and-licences/apply-for-a-highways-permit-or-licence>

- Any works in the highway will need to comply with the Safety at Street Works and Road Works A Code of Practise.

- Any works on or impacting the highway will require traffic management plans due to the impacts this would have on road users and pedestrians. Should normal traffic flows be impacted by traffic management, including give/take, priority working, temporary signals or road closures, this will incur Kent Lane Rental fees and further details can be found on the link below;

<https://www.kent.gov.uk/roads-and-travel/highway-permits-and-licences/kent-lane-rental-scheme>

- Letter drops to affected residents will be required for any impactful highway works, such as closures, multiway signals etc.

It is important to note that Local Planning Authority (LPA) permission does not convey any approval to carry out works on or affecting the public highway.

Any changes to or affecting the public highway in Kent require the formal agreement of the Highway Authority, Kent County Council (KCC), and it should not be assumed that this will be a given because LPA planning permission has been granted.

For this reason, anyone considering works which may affect the public highway, including any highway-owned street furniture or landscape assets such as grass, shrubs and trees, is advised to engage with KCC Highways and Transportation at an early stage in the design process.

Across the county there are pieces of land next to private homes and gardens and near the highway that do not look like roads or pavements but are actually part of the public highway.

Some of this highway land is owned by Kent County Council whilst some is owned by third party owners. Irrespective of the ownership, this land may have 'highway rights' over the topsoil.

Works on private land may also affect the public highway. These include works to cellars, to retaining walls which support the highway or land above the highway, and to balconies, signs or other structures which project over the highway. Such works also require the approval of the Highway Authority.

Kent County Council has now introduced a pre-application advice service in addition to a full formal technical approval process for new or altered highway assets, with the aim of improving future maintainability. Further details are available on our website below:

<https://www.kent.gov.uk/roads-and-travel/highway-permits-and-licences/highways-permissions-and-technical-guidance>.

This process applies to all development works affecting the public highway other than applications for vehicle crossings, which are covered by a separate approval process. Further details on this are available on our website below:

<https://www.kent.gov.uk/roads-and-travel/highway-permits-and-licences/apply-for-a-dropped->

kerb/dropped-kerb-contractor-information

Once planning approval for any development has been granted by the LPA, it is the responsibility of the applicant to ensure that before development commences, all necessary highway approvals and consents have been obtained, and that the limits of the highway boundary have been clearly established, since failure to do so may result in enforcement action being taken by the Highway Authority.

The applicant must also ensure that the details shown on the approved plans agree in every aspect with those approved under the relevant legislation and common law. It is therefore important for the applicant to contact KCC Highways and Transportation to progress this aspect of the works prior to commencement on site.

Further guidance for applicants, including information about how to clarify the highway boundary and links to application forms for vehicular crossings and other highway matters, may be found on Kent County Council's website:

<https://www.kent.gov.uk/roads-and-travel/highway-permits-and-licences/highways-permissions-and-technical-guidance>.

Alternatively, KCC Highways and Transportation may be contacted by telephone: 03000 418181.

GBC Environmental Protection Officer

No comment as this relates to habitats and species protection. This does not fall within EP's area of expertise, therefore there are no comments to make.

Analysis

Condition 16 of planning permission 20241161 states:

16. *Prior to commencement of works (including site clearance), a construction environmental management plan (CEMP) shall be submitted to and approved in writing by the Local Planning Authority. The CEMP shall include the following:*

- (a) Routing of construction and delivery vehicles to / from site.*
- (b) Parking and turning areas for construction and delivery vehicles and site personnel, which may require supporting vehicle tracking/swept paths.*
- (c) Timing of deliveries, avoiding network and school peaks where possible.*
- (d) Provision of wheel washing facilities.*
- (e) Measures to prevent the discharge of surface water onto the highway.*
- (f) Temporary traffic management / signage.*

The approved CEMP will be adhered to and implemented throughout the construction period in accordance with the approved details.

Reason: To protect habitats and species from adverse impacts during construction.

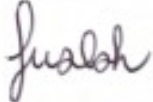
The above condition was suggested by the County Highway Authority and therefore the reason for the condition should have been to ensure the development accords with policy CS11 of the Gravesham Core Strategy 2014 and policies T1 and P3 of the Gravesham Local Plan 1994. The reason imposed therefore is incorrect. Notwithstanding this the Highways Authority has commented on the application and raised no objection to the discharge of this condition.

Recommendation:



Discharge condition 16 of 20241161.

See draft Decision

Case Officer: Alison Webster	Team Leader: Faye Walsh
Signed: 	Signed: 
Dated: 19 January 2026	Dated: 19 January 2026