



Report: Design and Access Statement

Client: RSPCA

Property Address: Newport Animal Centre

Date: 7 October 2025

MDB Associates

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	For and on behalf of MDB Associates LLP
Date:	October 25

1.0 Assessment of Site & Its Context

1.1 Basis of Proposal

1.1.1 This application is made for Full Planning Permission to allow for a change of use from a residential bungalow to office spaces at RSPCA Newport Animal Centre.

1.2 Setting – Newport Animal Centre

1.2.1 RSPCA Newport Animal Centre is situated along Hartridge Farm Road just off the A48 on the eastern edge of Newport. The centre is located on approximately half a hectare of land and is surrounded by a school, Llanwern Golf Club and a railway line to the rear. The centre caters for abandoned and sick domestic animals including dogs, cats and around 55 other small domestic animals.

1.2.2 The centre has a number of buildings including two dog kennels, a reception building with stores, a first floor residential unit, self-contained bungalow, and two catteries. The change of use is to the existing bungalow.

1.3 Location of the Existing Bungalow

1.3.1 The existing bungalow is attached to the Reception Building of the Animal Centre. The bungalow has its own dedicated entrance with a side access adjacent to a small office. The bungalow comprises of a Living Room, 3 Bedrooms, a Bathroom and separate Kitchen.

2.0 Design, Appearance & Sustainability

2.1 Purpose of Proposal

2.1.1 The existing bungalow is currently vacant. The animal centre has identified the need for more office space and as a result, an opportunity has arisen to re-purpose the space with facilities that better suit the needs of the animal centre.

2.1.3 The layout of the existing bungalow is to remain as it sits currently, with the three existing Bedrooms and Living Room to be changed to office spaces with the uses of the Kitchen and Bathroom to remain as existing.

2.1.4 No external works are planned.

2.2 Proposed Relationship to the Existing Building and Setting

2.2.1 The change of use from the existing bungalow will have a positive impact on the existing building. The existing space will be utilised to provide better facilities for the staff at the centre without the need to extend the existing reception building or create new buildings.

2.3 Neighbourly Issues

2.3.1 Although the proposal has not been discussed with the neighbouring properties, it has been envisaged there will be no issues caused by the works to the existing first floor flat.

2.4 Accessibility

2.4.1 Access to the building will remain as existing for the duration of the works.

2.5 Impact on Public Routes

2.5.1 The proposals will not have an impact on the public routes.

2.6 Landscaping

2.6.1 There is no landscaping works proposed for the scheme as the proposed works are internal.

2.7 Consideration of Appearance and Alterations

2.7.1 The proposed alterations will be minimal, with all works kept the interior of the Reception Building.

2.8 Materials

2.8.1 It is envisaged that a minimal amount of new materials will be needed to convert the bungalow to office spaces, as there are no plans to change the existing layout.

2.9 **Impact on Street Scene**

2.9.1 There will be no impact on the street scene as the site cannot be seen from the public road.

2.10 **Sustainability of Proposal**

2.10.1 The proposals will use materials to meet a notional 30-year life span.

2.11 **Storage of Waste and Recyclable Materials**

2.11.1 The proposal does not affect the existing facilities in respect of storage of waste and recyclable materials.

3.0 **Summary & Conclusions**

4.1 The existing bungalow has become vacant giving opportunity to re-use the existing space to better cater for staff at the animal centre.

4.2 The works will be limited to the internal space of the bungalow and there will be no external works taking place to impact on the surrounding area.

Schedule of Photographs



Photo A : View of the main entrance from Hartridge Farm Road



Photo B : View looking North back along Hartridge Farm Road



Photo A : Front elevation of the existing bungalow



Photo B : View of the existing bungalow facing back towards the main entrance.



Photo C : View showing the side access to the bungalow with the small office behind the privacy screen.