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Thursday, 02 April 2026

**TO: Head of Regeneration and Economic Development
FAO Lydia Burrows**
FROM: Greg Tasker
DATE: 30th March 2026
PROPOSAL: PARTIAL DISCHARGE OF CONDITIONS 3 (WASTE MANAGEMENT PLAN), 4 (TRAVEL PLAN), 5 (FLOOD EVACUATION PLAN), 6 (PROVISION OF PARKING), 7 (PROVISION OF BIKE STORE), 8 (MECHANICAL VENTILATION), 9 (CHARGING POINTS), 10 (SECURE MOTORCYCLE STORAGE), 11 (PROVISION OF ROOF GARDEN) & 12 (USE OF GYMNASIUM AND GROUND FLOOR STORAGE AREA) OF PLANNING PERMISSION 18/0802 CONVERSION OF OFFICE BUILDING TO 56NO. FLATS, PROVISION OF ROOF-TOP GARDEN AND USE OF GROUND FLOOR FOR ANCILLARY GYMNASIUM AND STORAGE AREA
SITE: Crown Buildings 11 Chepstow Road Newport South Wales NP19 8BQ

I refer to your email dated 9th February 2026.

After reviewing all the submitted documentation, it appears that adequate cycle storage has not been considered for the site.

According to the Council's Sustainable Travel Supplementary Planning Guidance, we would request 1 secure cycle space per 2 bedrooms plus 1 short stay (obvious, easily accessed and close to destination) space per 20 bedrooms for visitors.

At present only 20 spaces have been suggested. It should also be noted that the gymnasium would also require cycle parking provision should it be open for public use, again, in line with the aforementioned guidance.

With regards to condition 4 (Travel Plan) we would still recommend no discharge at this time. Mirroring the Highways comments, the plan lacks detail, commitment to any effective measures, budgets, effective monitoring or actions to ensure success and only the briefest attempt has been made to satisfy any of these elements. There are also no responsible individuals identified.

Yours Faithfully,

Greg Tasker
for Head of Infrastructure