

9 April 2026

Planning Department
The Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF

P2203/Let/PG

Dear Sir, Madam

Discharge of Condition 5 pursuant to application reference BR/5/25/PL for *“Change of use from convent (Sui Generis) to residential use (C3) for adults with learning difficulties and autism with minor amendments to external appearance. This application may affect the setting of a listed building, may affect the character and appearance of the Upper Bognor Road and Mead Lane Conservation Area and is in CIL Zone 4 (zero rated) as flats”* at St Julianas Convent Marian Way Bognor Regis PO21 1PA.

This application has been submitted online via the Planning Portal and includes the application form, relevant documentation, and this covering letter.

The accompanying information has been submitted to satisfy the discharge of Condition 5 pursuant to the application reference BR/5/25/PL which received Planning Permission on the 17th of June 2025.

Condition 5 - Biodiversity Enhancement Layout

“Prior to first occupation, a Biodiversity Enhancement Layout, providing the finalised details and locations of the enhancement measures contained within the Ecology Statement (ECE - 16/01/2025), shall be submitted to and approved in writing by the Local Planning Authority. This shall include installation of the following:

- 3 Swift Bricks
- 3 Bat Boxes / Tubes
- 2 Insect Hotels
- 1 Hibernaculum

The enhancement measures shall be implemented in accordance with the approved details prior to first occupation of any part of the development and all features shall be retained in that manner thereafter.”

This application is accompanied by the following documents and drawings which has been submitted in support of this condition discharge:

- P2203 Annotated Enhancement Plan 260409
- P2203 Biodiversity Enhancement Letter 260409 SL

We note that the original Ecology Statement did not specify the precise number or type of enhancement features. Following correspondence with the Local Planning Authority, the proposed biodiversity measures have been agreed in principle with the case officer via email dated 1 April 2026.

The agreed approach reflects the advice of the Council's Ecologist and confirms that a proportionate scheme of biodiversity enhancements is acceptable. This includes provision for bird and bat boxes (which may be externally mounted rather than integral), along with insect hotels and a hibernaculum located within the site grounds.

On this basis, the submitted Biodiversity Enhancement Layout has been prepared in accordance with the agreed approach and includes the following measures:

- 2 Swift Bricks
- 2 Bat Boxes
- 2 Insect Hotels
- 1 Hibernaculum

We trust the accompanying documents are sufficient to discharge Condition 5 in full.

Conclusion

We trust this letter and accompanying documents are sufficient to fully discharge Condition 5 as listed above, pursuant to application reference **BR/5/25/PL** at St Julianas Convent Marian Way Bognor Regis PO21 1PA.

We look forward to receiving written confirmation of the discharge of this condition. If you have any further queries or require further information, please contact me on [REDACTED]

Yours sincerely
ECE Planning



Sam Sykes MRTPI
Director