

Planning Officer's Report – LDCA Special Meeting – 23 JULY 2026

APPLICATION	2026/83 – Proposed Change of Use from Class D1 to 2x 3-Bedroom Dwelling Units
PERMISSION SOUGHT	Full Permission
REGISTERED	16 June 2026
APPLICANT	Head of Property, St Helena Government
PARCEL	LWS0022
LOCALITY	Former Longwood Primary School (South Building)
ZONE	Intermediate
CONSERVATION AREA	Longwood House
CURRENT USE	Storage (SHG)
PUBLICITY	The application was advertised as follows: ▪ <i>The Independent</i> Newspaper on 19 June 2026. ▪ A site notice displayed in accordance with Regulations.
EXPIRY	03 July 2026
REPRESENTATIONS	None
DECISION ROUTE	Delegated / LDCA / EXCO

A. CONSULTATION FEEDBACK

1. Sewage & Water Division	No Objection
2. Energy Division	No Objection
3. Fire & Rescue	No Objection – Comment
4. Roads Section	No Objection
5. Property Services	No Objection
6. Environmental Protection	No Response
7. Environmental Health	No Response
8. Agriculture & Natural Resources	No Response
9. St Helena Police Services	No Response
10. Aerodrome Safeguarding	No Response
11. Economic Development	No Objection
12. National Trust	No Objection
13. Sure SA Ltd	No Objection
14. Heritage Society	No Objection
15. Maritime	Not Applicable

B. PLANNING OFFICER'S APPRAISAL

LOCALITY & ZONING

The development site is located within Longwood between Longwood House the St. Helena Golf Club, where it is a mixed-use area of residential dwellings, businesses and community facilities and services. The site is designated within the Intermediate Zone and Longwood House conservation area.

Diagram 1: Location Map



PLANNING OVERVIEW

The Planning proposal pertains to the rear (South) building that is part of the former Longwood First School, which ceased to operate as a primary school in 2008 following the consolidation of educational services at Harford Primary School.

As a Crown asset, the building has since been used as temporary office space during the airport construction and as a temporary storage solution for furniture. These uses of the building have been temporary measures, with no formal change of use.

The building is no longer required for educational purposes, with future educational needs being addressed through the current Education Review. Therefore, the building remains vacant with the potential to be repurposed to meet a current community need.

The demand for affordable and low-income housing in St. Helena is present and pressing, including accommodation required to support applicants on the Government Housing Register. If required, it could also provide accommodation for any British Indian Overseas Territory (BIOT) Migrants. Bringing this building into residential use will contribute positively towards meeting that demand, whilst also making effective use of an existing government-owned asset.

PROPOSED DEVELOPMENT

The proposal is for the change of use of the former Longwood First School (South Building) from Use Class D1 (school) to Use Class C3 (dwelling houses), which involves the conversion of the building into two, self-contained, three-bedroom dwellings that will be suitable for family occupation.

The development will utilise the existing building footprint of approximately 184m² and will not require any extension to the structure. External alterations will be limited to replacement of windows and doors and sympathetic to the character of the existing building and surrounding area. Also, the only existing door on the rear elevation, will be removed and replaced with a window.

The internal layout of each house will be identical and mirrored. It will consist of an open plan kitchen-dining and lounge area and a passage leading to the bedrooms and bathroom area at the opposite end. There are two storage spaces located centrally, and two separate double-door entries situated at the front of each dwelling.

The proposal incorporates:

- Conversion of the existing internal layout to provide two separate residential units.
- Retention and reuse of the existing building structure.
- Use of existing drainage infrastructure.
- Collection and storage of roof water through onsite rainwater harvesting tanks.
- Creation of onsite parking areas to serve the proposed dwellings.
- Continued use of the established vehicular access arrangements with no requirement for new access roads.

There is no requirement for any internal walls to be removed, and all new dividing walls will be timber frame and plasterboard stud partitions.

Diagram 2: Site Plan

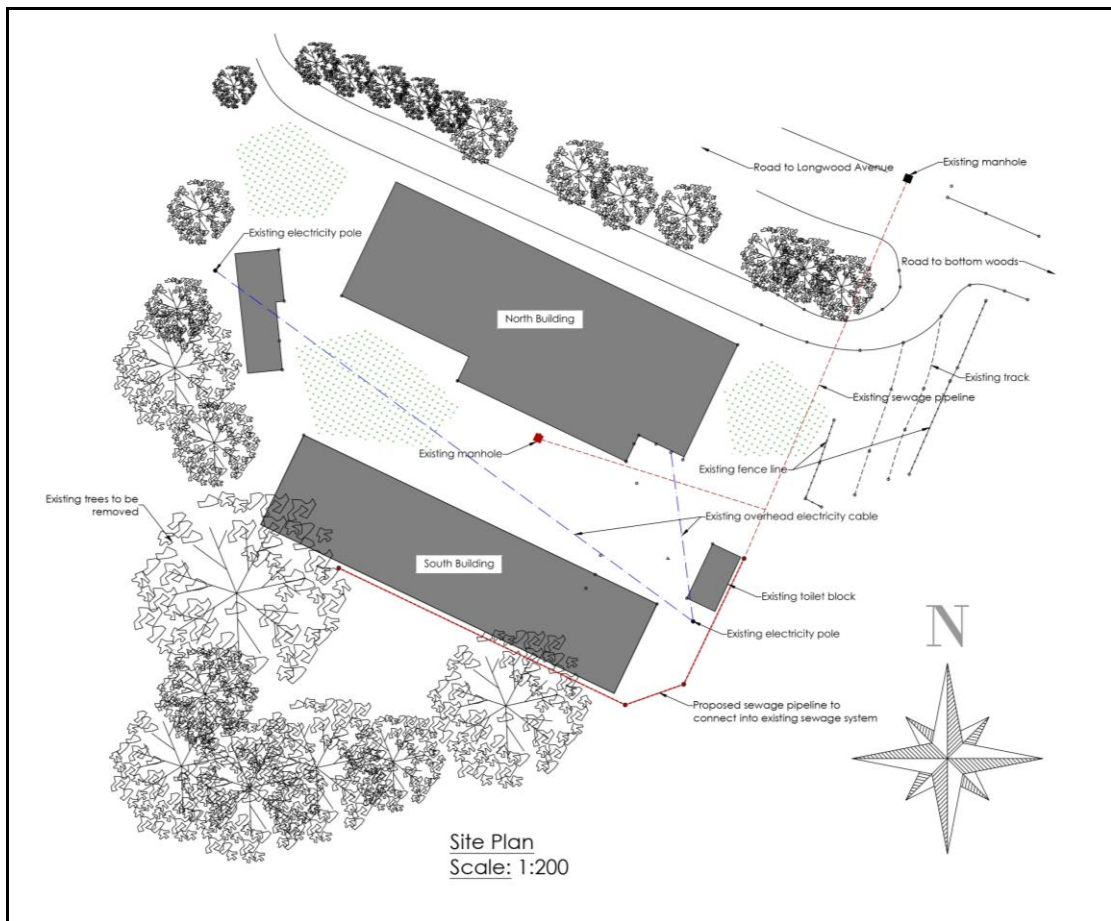
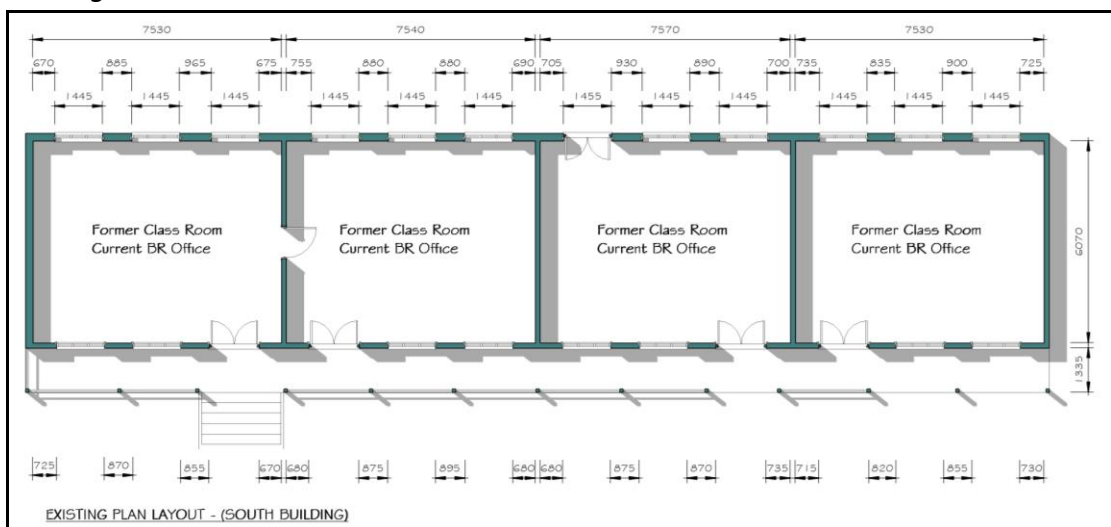


Diagram 3: Existing & Proposed Floor Plan Layouts

Existing



Proposed

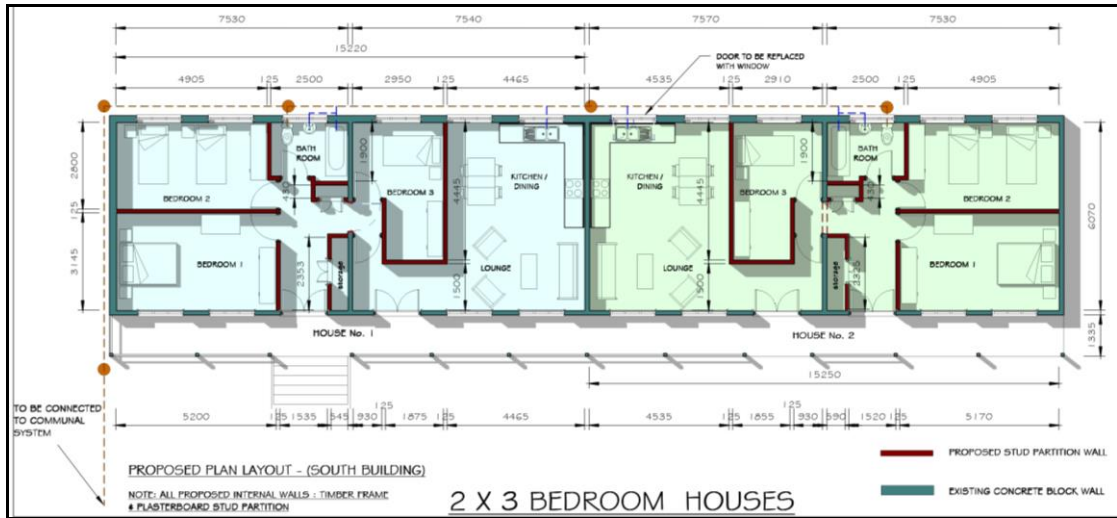


Diagram 4: Existing & Proposed Elevation Plans

Existing



Proposed



Diagram 5: Existing 3D Visuals



STAKEHOLDER FEEDBACK & REPRESENTATIONS

There were no representations or objections received from stakeholders or any members of the public. However, there was a comment provided by the St. Helena Fire & Resue Service, as detailed below—

St. Helena Fire & Resue Service

The SHF&RS will need to have sight of a scaled plan for the installation of passive & active firefighting media.

LEGAL AND POLICY FRAMEWORK

The relevant policies of the Land Development Control Plan (LDCP 2012) that are applicable in the assessment of the proposed development are set out below:

- Intermediate Zone: Policies IZ.1 (a, b, f, g and h)
- Built Heritage: Policies BH.1 and BH.2
- Housing: Statement 19.2
- Housing: Policies H.1, H.5 and H.9
- Water: Policy W2
- Sewage, Storm and Drainage: Policies SD.1 (b, c), SD.3, SD.4 and SD.7

- Road and Transport Policies: RT.1 (c and d), RT.3 and RT.7

OFFICER'S ASSESSMENT

In assessing this development proposal, the primary considerations are related to the Built Heritage and Housing policies. Built Heritage policies will apply as the development proposal is located within the Longwood House conservation area. However, considering the proposal pertains to an existing building within the Longwood House conservation area, namely; the South Building of ex- Longwood Primary School that is proposed to have minimal external alterations that consists of; replacement windows and doors of the same dimensions as existing, and one window to replace an existing door on the rear elevation. It is therefore considered to be in compliance with Built Heritage policies BH.1 and BH.2, as there is minimal visual and material impact.

When considering the Housing policies, Paragraph 19.2 of the Land Development Control Plan (LDCP) highlights that; whilst future population growth may increase housing demand, there remains a strong policy objective to meet part of that demand through the reuse of existing buildings and housing stock. The LDCP specifically notes that there are economic and social benefits associated with bringing under-utilised buildings back into productive use.

This proposal directly supports that objective by converting a vacant public building into residential accommodation instead of developing new sites elsewhere.

The proposal also complies with the objectives outlined in Policy H.1 by providing two additional family-sized dwellings within an existing residential area, that is well connected to local amenities and services, using an existing building and infrastructure network. The development contributes towards meeting housing needs identified through the local housing register and the demand for affordable housing.

The proposed dwellings are intended to contribute to the Crown Housing Portfolio and increase the availability of accommodation for households requiring affordable housing or social housing. The proposal therefore aligns with Policy H.5 that states the requirement for residential development to support the objectives of the St. Helena Housing Strategy, including the provision of socially targeted affordable housing. In the short-term, the accommodation could provide accommodation for BIOT migrants.

The proposal also complies with the requirements of Policy H.9 in that; the character and appearance retain that of the existing building and therefore preserves the established character of the site and surrounding area. The proposed residential use is compatible with surrounding residential development and therefore will not adversely affect neighbouring properties.

The site benefits from established vehicular access routes, space for onsite parking, drainage infrastructure, and utility services. No significant infrastructure upgrades are anticipated to accommodate the proposed development.

Currently, the plans do not indicate where the onsite car parking would be located. However, as car parking is a requirement for new residential dwellings, as specified

in Policy RT.7, where it stipulates; “...new residential development... will require the provision of off-road car parking spaces at the rate of two spaces per unit of accommodation.” Therefore, a condition has been included to ensure that the development complies with this Policy RT.7.

Rainwater harvesting tanks will be provided to collect and store roof water, supporting the LDCP requirement for water conservation measures.

Overall, the proposal delivers a number of pertinent and important benefits to the community, including; bringing a vacant and under-utilised public building back into productive use, provides two additional family-sized dwellings to assist in meeting housing demand, supports affordable housing objectives and the Crown Housing Portfolio, makes efficient use of existing infrastructure and services, reduces maintenance liabilities associated with a vacant government asset, preserves the character of the site through the retention and adaptation of the existing building, represents a sustainable form of development through the reuse of an existing structure and reduction in construction waste.

To conclude; the proposed application represents an appropriate, sustainable, form of development that complies with Planning policies as outlined above, and will deliver significant social, economic and environmental benefits to St. Helena, whilst securing the long-term benefits of a public asset.