

Application for Planning Permission

Urgent Crown Development

Town and Country Planning (Crown Development) (Urgent Applications)
(England) Order 2025

1. Applicant Information

Title:		First name:	
Last name:			
Department:	Secretary of State, Home Department		
Address 1:	2 Marsham Street		
Address 2:			
Address 3:			
Town:	London		
County:			
Country:			
Postcode:	SW1P 4DF		

Telephone numbers:		
Country code:	National number:	Extension number:
Country code:	Mobile number (optional):	
Email address (optional):		

2. Agent Information

Title:		First name:	
Last name:			
Company (optional)			
Address 1:			
Address 2:			
Address 3:			
Town:			
County:			
Country:			
Postcode:			

Telephone numbers:		
Country code:	National number:	Extension number:
Country code:	Mobile number (optional):	
Email address (optional):		

3. Description of the Proposal

Please describe the proposed development, including any change of use:

Full Planning Application for Urgent Crown Development comprising the temporary change of use of the defence storage & distribution centre site (MOD Bicester A - site) in connection with the phased provision of non-detained asylum accommodation. The Proposed Development comprises the retention and change of use of Building A6, the demolition of existing buildings and structures, the erection of new modular accommodation, and the provision of space for associated health and welfare facilities, site infrastructure, waste water treatment plant, roads, access ways, security infrastructure, parking, staff accommodation and facilities, and open space and recreational areas, to accommodate up to 1,256 service user

Has the development or change of use already started?

☐ Yes

☒ No

If Yes, please state the date when development, or use were started (DD/MM/YYYY):

(date must be pre-application submission)

Has the development, or change of use been completed?

☐ Yes

☒ No

If Yes, please state the date when the development or change of use was completed (DD/MM/YYYY):

(date must be pre-application submission)

4. Site Address Details

Please provide the full postal address of the application site.

Units

House/ Unit Number:

House Suffix:

MOD Bicester (A-Site)

OX25 1AE

Description of location or grid reference.
(must be completed if postcode is not known):

Easting:

Northing:

Description:

The MOD Bicester (A-Site) contains previously developed land including buildings, storage sheds and hardstanding and grassed and some wooded areas.

5. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway? ☐ Yes ☒ No

Is a new or altered pedestrian access proposed to or from the public highway? ☐ Yes ☒ No

Are there any new public roads to be provided within the site? ☐ Yes ☒ No

Are there any new public rights of way to be provided within or adjacent to the site? ☐ Yes ☒ No

Do the proposals require any diversions /extinguishments and/ or creation of rights of way? ☐ Yes ☒ No

If you answered Yes to any of the above questions, please show details on your plan(s)/drawing(s) and state the reference of the plan(s)/ drawing(s)

6. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste? ☒ Yes ☐ No

If Yes, please provide details:

Please see Operational Management Plan (Planning Statement Chapter 4)

Have arrangements been made for the separate storage and collection of recyclable waste? ☒ Yes ☐ No

If Yes, please provide details:

Please see Operational Management Plan (Planning Statement Chapter 4)

7. Listed Building

Please state the grading (if known) of the building in the list of Buildings of Special Architectural or Historic Interest? (Note: only one box must be ticked)

Grade 1 ☐ Ecclesiastical Grade I ☐

Grade II* ☐ Ecclesiastical Grade II* ☐

Grade II ☐ Ecclesiastical Grade II ☐

Don't Know ☐

Do the proposal include alterations to a listed building? ☐ Yes ☒ No

8. Materials

If applicable, please state what materials are to be used externally. Include type, colour and name for each material:

	Existing (where applicable)	Proposed	Not applicable	Don't Know
Walls				
Roof				
Windows				
Doors				
Boundary treatments (e.g. fences, walls)				X
Vehicle access and hard-standing				X
Lighting				X
Others (please specify)				

9. Vehicle Parking

Please provide information on the existing and proposed number of on-site parking spaces:

Type of Vehicle	Total Existing	Total proposed (including spaces retained)	Difference in spaces
Cars			
Light goods vehicles/ public carrier vehicles			
Motorcycles			
Disability spaces			
Cycle spaces			
Other (e.g. Bus)			
Other (e.g. Bus)			

10. Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Mains sewer ☒ Cess pit
- ☐ Septic tank ☐ Other
- ☒ Package treatment plant

Are you proposing to connect to the existing drainage system? ☒ Yes ☐ No

If Yes, please include the details of the existing system on the application drawings and state references for the plan(s)/drawing(s):

11. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice for information as necessary.)

☐ Yes ☐ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

☐ Yes ☒ No

Will the proposal increase the flood risk elsewhere?

☐ Yes ☒ No

How will surface water be disposed of?

- ☒ Sustainable drainage system ☐ Existing watercourse
- ☐ Soakaway ☐ Pond/lake
- ☒ Main sewer

12. Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

a) Protected and priority species:

- ☒ Yes, on the development site
- ☒ Yes, on land adjacent to or near the proposed development
- ☐ No

b) Designated sites, important habitats, or other biodiversity features

- ☒ Yes, on the development site
- ☒ Yes, on land adjacent to or near the proposed development
- ☐ No

c) Features of geological conservation importance

- ☐ Yes, on the development site
- ☐ Yes, on land adjacent to or near the proposed development
- ☒ No

13. Existing Use

Please describe the current use of the site:

Is the site currently vacant? ☒ Yes ☐ No

If Yes, please describe the last use of the site:

When did this use end (if known)?
DD/MM/YYYY

(date where known may be approximate)

Current

Land which is known to be contaminated? ☒ Yes ☐ No

Land where contamination is suspected for all or part of the site? A proposed use that would be particularly vulnerable to the presence of contamination?

☒ Yes ☐ No

☒ Yes ☐ No

14. Trees and Hedges

Are there trees or hedges on the proposed development site? ☒ Yes ☐ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character? ☒ Yes ☐ No

If Yes to either or both of the above, you may need to provide a Tree Survey, at the discretion of Secretary of State for Housing Communities and Local Government. If a Tree Survey is required, this and the accompanying plan should be submitted alongside your application.

15. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste?

☐ Yes ☒ No

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste

16. Residential Units (Including Conversion)

Does your proposal include the gain, loss or change of use of residential units?
If Yes, please provide details below:

☐

Yes

☒

No

17. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, gain, or change of use of non-residential floorspace?

☒ Yes

☐ No

If you have answered 'Yes' to the question above please add details in the following table:

Use class/type of use			Not applicable	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross internal floorspace proposed (including change of use) (square metres)	Net additional gross internal floorspace following development (square metres)		
B2 – General Industrial (other than falling within Class E)			☐						
B8 – Storage and Distribution			☐						
C1 – Hotels			☐						
C2 – Residential Institutions			☐						
C2A – Secure Residential Institutions			☐						
E - Commercial, Business and Service:	(a) retail (other than hot food)	Shops	☐						
		Net tradeable area:	☐						
	(b) sale of food and drink (mostly consumed on the premises)		☐						
	(c) (i) Financial services		☐						
	(c) (ii) Professional services (other than health or medical)		☐						
	(c) (iii) any other service		☐						
	(d) Indoor sports, recreation or fitness		☐						
	(e) medical or health services		☐						
	(f) creche, day nursery		☐						
	(g) (i) office (to carry out operational or administrative functions)		☐						
	(g) (ii) research and development of products or processes		☐						
	(g) (iii) any industrial process (can be carried out within a residential area)		☐						
F.1 - Learning and non-residential institutions:	(a) Education		☐						
	(b) display works of art		☐						
	(c) museum		☐						
	(d) public library		☐						
	(e) public hall or exhibition hall		☐						
	(f) public worship or religious instruction		☐						
	(g) law court		☐						
F.2 - Local Community	(a) Shop selling essential goods (premises not over 280 metres squared and no other such facility in 1000m radius)		☐						
	(b) hall or meeting place for local community (principal use)		☐						
	(c) outdoor sport or recreation		☐						
	(d) indoor or outdoor swimming pool or skating rink		☐						
Other – Please Specify									
			☐						
Total				17,350					

17. All Types of Development: Non-residential Floorspace (Continued)

In addition, for hotels, residential institutions and hostels, please additionally indicate the loss or gain of rooms.

Use Class/ Type of Use	Not Applicable	Existing Rooms to be lost by change of use or demolition	Total rooms proposed (including change of use)	Net additional rooms
C1 - Hotels	☐			
C2 - Residential Institutions	☐			
C2A - Secure Residential Institutions	☐		1,256 bedspaces	1,256 bedspaces
Other – Please specify:	☐			

18. Employment

Please complete the following information regarding employees:

	Full-time	Part-time	Total full-time equivalent
Existing employees			
Proposed employees			

19. Hours of Operation

Please state the hours of opening for each non-residential use proposed:

Use	Monday to Friday	Saturday	Sunday and Bank Holidays	Not Known
Use class C2A	24 hours	24 hours	24 hours	

20. Site Area

Please state the site are in hectares (ha): 10.22

21.Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation, or air conditioning. Please include the type of machinery which may be installed on site:

Is the proposal a waste management development? ☐ Yes, ☒ No

If the answer is Yes, please complete the following table:

	Not applicab	The total capacity of the void in cubic metres, including engineering surcharge and making no allowance for cover or restoration material (or tonnes if solid waste or litres if liquid waste)	Maximum annual operational throughput in tonnes (or litres if liquid waste)
Inert landfill	☐		
Non-hazardous landfill	☐		
Hazardous landfill	☐		
Energy from waste incineration	☐		
Other incineration	☐		
Landfill gas generation plant	☐		
Pyrolysis/gasification	☐		
Metal recycling site	☐		
Transfer stations	☐		
Material recovery/recycling facilities (MRFs)	☐		
Household civic amenity sites	☐		
Open windrow composting	☐		
In-vessel composting	☐		
Anaerobic digestion	☐		
Any combined mechanical, biological and/ or thermal treatment (MBT)	☐		
Sewage treatment works	☐		
Other treatment	☐		
Recycling facilities construction, demolition and excavation waste	☐		
Storage of waste	☐		
Other waste management	☐		
Other developments	☐		

Please provide the maximum annual operational throughput of the following waste streams:

Municipal	
Construction, demolition and excavation	
Commercial and industrial	
Hazardous	

If this is a landfill application, you will need to provide further information before your application can be determined. Your wasteplanning authority should make clear what information it requires on its website.

22. Hazardous Substances

Does the proposal involve the use or storage of any of the following materials in the quantities stated below?

☐ Yes ☒ No ☐ Not Applicable

If Yes, please provide the amount of each substance that is involved (tonnes):

Acrylonitrile

Ethylene oxide

Phosgene

Ammonia

Hydrogen cyanide

Sulphur dioxide

Bromine

Liquid oxygen

Flour

Chlorine

Liquid petroleum gas

Refined white sugar

Other:

Other:

Amount:

Amount:

23. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the Secretary of State for Housing Communities and Local Government has been submitted.

Completed and dated application form:	☒	The correct fee:	☒
Plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North:	☒	A statement setting out the reasons the appropriate authority considers that the development to which the application relates is of national importance and urgent	☒
Any other plans and drawings or information necessary to describe the subject of the application:	☒	A statement setting out the reasons the applicant is the 'appropriate authority' as defined in section 293 of the Town and Country Planning Act 1990	☒
Where the application is made by a person authorised in writing by the appropriate authority, a copy of that authorisation:	☒	A statement to explain whether the appropriate authority consider that the application contains 'sensitive information' and setting out the reasons to explain why the appropriate authority considers the information sensitive	☒

24. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Signed - Applicant

Or signed – Agent:

Date

Secretary of State, Home Department		25 June 2026	(date cannot be pre-application)
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