

PLANNING COMMITTEE

DATE OF MEETING: 11th NOVEMBER 2020

TITLE OF REPORT: LOCAL VALIDATION REQUIREMENTS

Report of: Head of Place

Cabinet Portfolio: Place

1 PURPOSE OF REPORT

- 1.1 To request that the Planning Committee agrees to the adoption of the local list of validation requirements for planning applications.

2 OFFICER RECOMMENDATION

- 2.1 Planning Committee agree the adoption of the Local Validation List as set out in Appendix A to come into effect on 16th November 2020.

3 BACKGROUND

- 3.1 Local Planning Authorities (LPA) are required to publish information listing what is required to accompany planning applications so that we can “validate” them. The Validation list comprises of two parts, the National List (the requirements are prescribed in legislation) and the Local List (local discretion). The National List requirements are set out in the Development Management Procedure Order.
- 3.2 The Local List should set out only the information required to make an application “valid”. National advice requires Council’s to be proportionate in the amount of information that they require to make an application valid. The Council is not prevented from seeking additional information at a later date in order to properly assess an application. Whatever information is required to accompany an application should be proportionate to the nature of the application. There can be a tendency to over prescribe Local Requirements. This creates a bureaucratic and administrative burden for applicants and the Council itself and can give rise to criticism from applicants.
- 3.3 Planning Committee last reviewed the contents of the Local List in March 2018. The Council is required to review the contents of the Local List every two years and as a consequence the current local list is out of date.

4 CONSIDERATIONS

- 4.1 Work on the new Local List began in Summer 2019 and we were ready to consult on the list in Spring 2020 however work was delayed due to the Covid-19 pandemic. Officers have undertaken a full and comprehensive review of the Local List to ensure that its contents are appropriate and aligned with the newly adopted Development Plan Policies. As a result of the changes we were required to carry out a full public consultation; this took

place in August-September 2020. Consultation details were published on the Council's website, from the 4th August to the 14th September. The Council also consulted with Statutory and non-Statutory Consultees including the Town and Parish Councils.

- 4.2 A summary of the consultation responses is appended to this report (Appendix B). The Local List has been reviewed in light of those comments and amended where necessary. The amendments made were to the supporting text and guidance rather than to the List itself; these are all relatively minor and no further public consultation is required. It should be noted that comments were received suggesting that the requirement for Flood Risk Assessments had been missed. However, these are required under National Legislation and the Validation documents have been amended to reflect this. In addition
- 4.3 Officers have reviewed not only the content of the List but also its format in order to simplify the checklists.

5 CONCLUSIONS

- 5.1 The Local Validation Checklist has been produced in line with the requirements of the National Planning Policy Framework, the National Planning Practice Guidance and the Council's Adopted Development Plan. The submission of the right information at validation is a significant factor in making timely and good-quality decisions on planning applications within statutory periods.
- 5.2 In light of the above, it is recommended that the Planning Committee adopt the Local Validation Requirements as set out in Appendix A to this report.

6 FINANCIAL AND RESOURCE IMPLICATIONS

- 6.1 There are no financial or resource implications and any costs incurred with the publication of the Local Validation Requirements will be met from within existing budgets.

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APPENDICES

Appendix A: The Revised Local List Validation Checklist (November 2020)

Appendix B: Schedule of Consultation Responses