

Agenda Item No.4.3

DERBYSHIRE COUNTY COUNCIL
REGULATORY – PLANNING COMMITTEE

5 March 2018

Report of the Strategic Director – Economy, Transport and Environment

3 REQUEST FOR AUTHORISATION TO ADOPT A LOCAL LIST OF REQUIREMENTS FOR FUTURE PLANNING APPLICATIONS SUBMITTED TO DERBYSHIRE COUNTY COUNCIL

Introductory Summary In accordance with guidance issued by the Ministry of Housing, Communities and Local Government (MHCLG), a draft revised list of County Council requirements for planning applications has been prepared for adoption and implementation by the Council.

On 10 July 2017, this Committee authorised the commencement of consultations on a draft Local List of requirements for planning applications (Minute No. 55/17 refers). The draft list had been prepared in accordance with guidance issued by the MHCLG which also required the County Council to consider and take account of any representations received prior to adoption and implementation of the Local List. This report summarises the representations that have been received and the amendments which are proposed to be made to the draft list in response to those representations. The Local List attached at Appendix B shows track changes to highlight amendments made.

(1) **Purpose of Report** To notify the Regulatory - Planning Committee of the intention to adopt the revised Local List of requirements for planning applications.

(2) **Information and Analysis**

Background Information

An extensive consultation exercise was undertaken. In total, 416 consultation letters were issued directly and the list was also placed on the County Council's website in order to make it available to as wide an audience as possible. The list included all the statutory consultees such as district, borough, parish and town councils in the County, all local authorities bordering Derbyshire and the bodies and organisations whose opinions are sought on planning applications, such as the Environment Agency and the Highways Agency. Consultees also included a range of other interested parties. This

included minerals and waste companies operating in the County, and planning consultants and other groups and individuals which had previously expressed a desire to be consulted on future planning issues. The list of interested parties had been compiled from groups and individuals which had previously engaged in County planning issues such, as the consultation stages in the preparation of the Minerals and Waste Local Plans.

Responses were received from nine consultees, including these being five parish councils, one district council, and three statutory consultees (on planning applications).

Summary of Responses

Details of the specific observations and comments on them and recommendations from them are provided in the table in Appendix A.

The specific observations can be summarised as falling into three categories, namely those expressing support for the inclusion of a specific topic or topics, those suggesting amendments to the detailed requirements of topics already included on the draft list and, those suggesting the inclusion of other topics and or guidance in the Local List. The main points under each of these headings are explained in the table.

Assessment of Representations

Any other purpose of the exercise is to establish a set of local requirements for planning applications. Whilst it is necessary for the Local List to adequately explain the information that an applicant should provide and the circumstances where it is required, it is also wise to restrict the size and content of the List to avoid producing a document that is unnecessary lengthy. Some of the suggested inclusions have been rejected for this reason. Examples include the request for the setting out in full of sections of some of the items referred in the Further Guidance column. The identification of appropriate guidance is considered to be adequate, leaving the applicant to prepare an application in light of that guidance.

The contents and responses to the representations, which made relevant suggestions to the form and content of the Local List, are provided in the table in Appendix A. An amended draft final Local List of requirements for planning applications is provided in Appendix B.

Consultations

No further consultations or publicity are required.

(3) **Financial Considerations** There are no financial considerations associated with this report.

(4) **Legal Considerations** This Local List of requirements for planning applications is being prepared in accordance with the Planning Practice Guidance issued by the MHCLG.

(5) **Environmental and Health Considerations** As contained in the report.

Other Considerations

In preparing this report the relevance of the following factors has been considered: prevention of crime and disorder, equality and diversity, human resources, property, social value and transport considerations.

(6) **Background Papers** Held on file within the Economy, Transport and Environment Department. Officer contact details – Justine Proudler, extension 39661.

(7) **OFFICER'S RECOMMENDATION** That the Committee **notes** that the draft final Local List of requirements for planning applications has been amended in light of the consultation responses and is to be adopted from 16 March 2018.

Mike Ashworth
Strategic Director – Economy, Transport and Environment

Table 1. Respondents and Summary of Representations

Appendix A

List Item	Consultee	Summary of Representations	Officer Comments and Recommendations
LR6	Natural England	Commented that <i>“Trees can be habitats for protected species such as bats. We recommend that reference to the Natural England Standing Advice on Species Protection and the Standing Advice Tools be included in the Further Information Section.”</i>	<p>LR6 specifically relates to the protection of trees. Protected species such as bats are dealt with in LR7. LR6 already contains a note about the potential of trees to contain bat roosts and refers applicants to the requirements of LR7.2.</p> <p>Recommendation Add reference to Natural England Standing Advice on Species Protection and the Standing Advice Tools under the further guidance section for this item.</p>
LR7	Natural England	<p>Natural England recommends:</p> <p>That reference is made to statutory sites for geo-diversity and geological interests where applicable.</p> <p>It supports the inclusion of the Natural England Standing Advice on Species Protection and the Standing Advice Tools.</p> <p>That LR7 be divided into three elements</p>	<p>The recommendations with respect to the inclusion of additional guidance are noted and have, where possible, been included in the additional guidance column.</p> <p>The list is already divided into the three elements as suggested by Natural England. I am satisfied that scope of information requirements in the list, with regard to designated sites, is adequate and applicants can obtain further information through the relevant</p>

		<p>a) Protected and priority species; b) Designated sites and important habitats; and c) Features of geological conservation importance.</p> <p>Ecological (and geological) survey reports include reference to international statutory sites subject to The Habitats Regulations.</p> <p>The inclusion of the Association of Local Government Ecologist's (ALGE) draft report 'Validation of Planning Applications: Template for Biodiversity and Geological Conservation Validation Checklists' as guidance.</p> <p>Designated sites and important habitats.</p> <p>Applications should be supported by a report identifying the interest features of the site that may be affected. A full assessment of the likely effects of the development, and avoidance and or mitigation measures where possible, should be included. Supports applicants seeking advice on the scope of the assessment.</p>	<p>guidance links provided.</p> <p>Recommendations Add references to the various guidance suggested by Natural England and to its pre-application services.</p>
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		<p>It should be noted that there are some situations where a statutory designated site may be affected by development which is not within or adjacent to it, for example through noise, air or water pollution. The need for biodiversity assessment may be picked up through Environmental Impact Assessment (EIA) screening and scoping, but still likely that some applications will be submitted without the necessary assessment.</p> <p>Alert developers to its Discretionary Advisory Service (DAS) and also Pre-Submission Screening services (PSS).</p>	
LR8	Natural England	Recommended inclusion of guidance on Landscape and Visual Impact Assessment, "Natural England Landscape pages" and using "National Character Area descriptions".	Recommendation Add references to the recommended guidance.
LR11	Amber Valley Environmental Health Officer (EHO)	The EHO recommends the addition of further guidance: BS10175:2011 + A1:2013 - Investigation of potentially contaminated sites - code of practice.	Recommendation Add reference to the recommended guidance.
LR12	The Highway Authority	Recommend that Transport Statement(s) should include under the heading 'further guidance' reference to the Government's Transport evidence bases in plan making and decision taking accessed via the following link.	Recommendation Add reference to the recommended guidance.

		https://www.gov.uk/guidance/transport-evidence-bases-in-plan-making-and-decision-taking	
LR16	Amber Valley EHO	The EHO recommends: The deletion of “BS4142:1997 – Method for rating noise affecting mixed residential and industrial areas” from further guidance and replace with “BS 4142:2014 Methods for rating and assessing industrial and commercial sound” and add “BS 5228-1:2009+A1:2014 and BS 5228-2:2009+A1:2014 ‘Code of practice for noise and vibration control on construction and open sites” to the further guidance.	Recommendation Amend further guidance of this item as recommended by the EHO.
LR18	Natural England	Recommends the addition of the Air Pollution Information Service (APIS) to the further guidance.	Recommendation Add reference to the recommended guidance.
LR19	Amber Valley EHO	Recommends the addition of “Guidance on the assessment of odour for planning” (IAQM, May 2014)” to the further guidance.	Recommendation Add reference to the recommended guidance.
LR22	Amber Valley EHO	Recommends the addition of Institute of Lighting Professionals (ILP) website (Resources) to the further guidance.	Recommendation Add reference to the recommended guidance.
LR24	Natural England	Natural England recommends that open space, etc is considered more holistically and in terms of green infrastructure (GI)	The recommendations with respect to the inclusion of additional guidance in relation to GI are noted and have,

		<p>and also securing biodiversity action plan (BAP) habitat, now known as Priority Habitat. Planning obligations for open space could, for instance, encompass contributions towards GI. This would assist in strategically planning for multifunctional, safe areas for open space; recreational areas; play space; provision of sustainable travel routes, for walking and cycling, but also help in reducing temperatures associated with the urban heat island effect; and deal with flooding issues, by providing a place to retain flood waters. These measures would assist with commitments on climate change adaptation and mitigation.</p> <p>You may wish to refer to Natural England's Accessible Green Space Standards (ANGST) and the pages for Linking People with Their Natural Environment.</p>	<p>where possible, been included.</p> <p>Recommendation Amend LR24 to include reference to GI and Natural England guidance.</p>
LR27	Coal Authority	The Coal Authority suggested changes to the wording of parts of this requirement to ensure additional clarity.	<p>The proposed changes in wording are acceptable.</p> <p>Recommendation Wording of LR27 to be amended as recommended.</p>
Solar panels/solar	Natural England	Natural England suggested that the Authority may wish to take solar parks	LR30 deals with renewable energy. I do not consider that it is necessary to

parks		<p>into consideration and recommended the following guidance:</p> <p>Solar parks: maximising environmental benefits (TIN101).</p> <p>Brailsford Parish Council noted that there was no reference to solar panels in the list.</p>	<p>provide more detail/information in this requirement about specific types of renewable energy systems, however, I recommend that Natural England's recommended guidance is included.</p> <p>Recommendation Add reference to the recommended guidance.</p>
Wind Turbines	Natural England	<p>Natural England suggested that the Authority may wish to take wind turbines into consideration and recommended the following guidance:</p> <p>Bats and onshore wind turbines (Interim guidance) (TIN051)</p> <p>Bats and single large wind turbines: Joint Agencies interim guidance (TIN059) Assessing the effects of onshore wind farms on birds (TIN069).</p>	<p>LR30 deals with renewable energy. I do not consider that it is necessary to provide more detail/information in this requirement about specific types of renewable energy systems, however, I recommend that Natural England's recommended guidance is included.</p> <p>Recommendation Add reference to the recommended guidance.</p>

Local List of Information Requirements

National Requirements

This section identifies the mandatory information that is required in support of planning applications made to Derbyshire County Council. All information items are required countywide unless otherwise stated.

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
NR1	Completed Application Form	The Town and Country Planning (Development Management Procedure) (England) Order 2010 as amended 2015 (DMPO)	All planning applications (with certain exceptions) submitted to Derbyshire County Council.	<p>For most planning applications (excluding mineral related development) a standard national application form should be completed (e.g. 1APP form). Copies of the relevant application forms can be accessed via the National Planning Portal. Wherever possible planning applications should be submitted electronically via the National Planning Portal.</p> <p>All applications for mineral-related development (except for on-shore oil and gas development) will need to be supported by a completed Derbyshire County Council mineral application form available from the county council's website.</p> <p>For on-shore oil and gas development the standard national application form, available on the planning portal should be completed.</p>	<p>National Planning Portal</p> <p>Derbyshire County Council Website</p> <p>National Planning Practice Guidance Website</p>

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
				<p>For applications made under section 96A for non-material amendment to a planning permission, a form is available from the planning portal.</p> <p>Applications for the approval of details reserved by condition(s) attached to a permission do not need to be made using a 1APP form (although a 1APP form is available). In such cases applications can be made by letter but this must clearly identify the permission reference number and condition(s) to which the submission relates.</p>	
NR2	Location Plan	DMPO	<p>All planning applications (including applications for Relevant Demolition in a Conservation Area and Listed Building consent) submitted to Derbyshire County Council except for the following types:</p> <ul style="list-style-type: none"> Applications for removal or variation of condition(s) following grant of planning permission (Section 73); Applications for approval of 	<p>All planning applications must include copies of a location plan, preferably based on an up-to-date Ordnance Survey map. This should be at a scale of 1:1250 or 1:2500, or 1:5000, or 1:10,000 for large sites, and clearly show the direction of north. The DMPO 20102015 requires three copies plus the original (unless submitted electronically).</p> <p>The plans should identify sufficient roads and/or buildings on land</p>	National Planning Practice Guidance Website

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			<p>details reserved by condition(s);</p> <ul style="list-style-type: none"> Applications for non-material amendments following the grant of planning permission (Section 96A). 	<p>adjoining the site to ensure the exact location of the application is clear. The inclusion of place names may be helpful.</p> <p>The application site should be edged clearly with a red line on the location plan. It should include all land necessary to carry out the proposed development (e.g. land required for access to the site from a public highway, visibility splays, landscaping, car parking and open areas around buildings). A blue line should be drawn around any other land owned by the applicant, close to or adjoining the application site.</p>	
NR3	Ownership Certificates and Notices; and Agricultural Land Declaration	DMPO	<p>All planning applications submitted to Derbyshire County Council.</p> <p>Where applicable, the agricultural land declaration is included as part of the relevant ownership certificates.</p> <p>An Agricultural Land Declaration is not required for the following types of application:</p>	<p>To be valid, all planning applications must include a completed and signed ownership certificate and Agricultural Land Declaration where appropriate. Where the applicant is not the sole owner of the land (or part thereof) to which the application relates then a notice must also be served on those persons with an interest in the land.</p> <p>The ownership certificates and declaration (where applicable) are</p>	<p>National Planning Practice Guidance Website</p> <p>DMPO</p>

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			<ul style="list-style-type: none"> Approval of reserved matters; Renewal of temporary planning permission; Discharge or variation of conditions; Conservation Area Consent for demolition; Listed Building Consent; Lawful Development Certificate; Non-material amendment to an existing planning permission. <p><u>Applications for the winning and working of oil or natural gas, including exploratory drilling, the applicant is not required to serve a notice in relation to any land which is used solely for underground operations.</u></p>	incorporated into the standard national application forms <u>and the Derbyshire County Council Minerals Application Form</u> .	
NR4	Application Fee	DMPO The Town and Country Planning (Fees for Applications, Deemed	All planning applications submitted to Derbyshire County Council (where a fee is payable).	Planning applications incur a fee and the fee applicable is dependent upon the type/category of the development for which permission is being sought. A detailed explanation of planning related fees is set out in Circular 04/2008 <u>Planning Practice guidance</u>	National Planning Portal Fee Calculator A Guide to the Fees for Planning Applications in

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		Applications, Requests and Site Visits) (England) Regulations 2012, as amended		(PPG). The Planning Portal includes a fee calculator for applicants. Alternatively please contact the Planning Control Team for advice.	England The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012, as amended Planning Practice Guidance Circular 04/2008
NR5	Design and Access Statement (DAS)	DMPO Listed Buildings and Conservation Areas Regulations 1990 as amended	Subject to the exceptions listed below, a DAS is required for any planning application which is (only those parts relevant to County Matter applications are included): <ul style="list-style-type: none"> major development which includes: (a) the provision of a building or buildings where the floor space	A Design and Access Statement must: <ul style="list-style-type: none"> (a) explain the design principles and concepts that have been applied to the proposed development; and (b) demonstrate the steps taken to appraise the context of the proposed development, and how the design of the development takes that context into account. 	National Planning Practice Guidance Website Design and Access Statements: How to write, read and use them – Design Council Website

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			<p>to be created by the development is 1,000 square metres or more; or</p> <p>(b) development carried out on a site having an area of 1 hectare or more; or</p> <ul style="list-style-type: none"> where any part of the development is in a designated area, developing consisting of: <p>(a) the provision of one or more dwellinghouses; or (Relevant to County matters);</p> <p>(b) a building or buildings where the floor space created by the development is 100 square metres or more, and any part of the development is within a designated area.</p> <p>for listed building consent</p> <p>For the purpose of DAS, a 'designated area' means a World Heritage Site or</p>	<p>A development's context refers to the particular characteristics of the application site and its wider setting. These will be specific to the circumstances of an individual application and a Design and Access Statement should be tailored accordingly.</p> <p>Design and Access Statements must also explain the applicant's approach to access and how relevant Local Plan policies have been taken into account. They must detail any consultation undertaken in relation to access issues, and how the outcome of this consultation has informed the proposed development. Applicants must also explain how any specific issues which might affect access to the proposed development have been addressed.</p> <p>Design and Access Statements accompanying applications for listed building consent must include an explanation of the design principles and concepts that have been applied</p>	

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			<p>conservation area.</p> <p>A DAS is not required to be submitted if the proposed development is:</p> <ul style="list-style-type: none"> for permission to develop land without compliance with conditions previously attached, made pursuant to section 73 of the Act; engineering or mining operations; of a kind referred to in article 4820(1)(b) or (c) of the DMPO— these refer to time limits; for a material change in use of the land or buildings; for development which is waste development. 	<p>to the proposed works, and how they have taken account of:</p> <p>(a) the special architectural or historic importance of the building;</p> <p>(b) the particular physical features of the building that justify its designation as a listed building; and</p> <p>(c) the building's setting.</p> <p>Unless the proposed works only affect the interior of the building, Design and Access Statements accompanying applications for listed building consent must also explain how issues relating to access to the building have been dealt with. They must explain the applicant's approach to access, including what alternative means of access have been considered, and how relevant Local Plan policies have been taken into account. Statements must also explain how the applicant's approach to access takes account of matters (a)-(c) above.</p>	

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				Design and Access Statements accompanying applications for listed building consent must provide information on any consultation undertaken, and how the outcome of this consultation has informed the proposed works. Statements must also explain how any specific issues which might affect access to the building have been addressed.	

Local Requirements

This section identifies the local information requirements that may be required in support of planning applications made to Derbyshire County Council. The list provides comprehensive coverage of all matters that may need to be addressed in County Matter applications but not all the issues will need to be addressed in support of every application. Further guidance is provided in the Validation Checklists prepared for the main types of planning applications and which are available below but applicants are advised to discuss information requirements with the planning authority at the pre-application stage. All information items are required countywide unless otherwise stated.

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
LR1	Drawings/ Plans/ Sections/ Photographs	National Planning Practice Guidance (NPPG) PPG		All drawings and plans should be at an identified standard metric scale. The provision of the individual requirements listed below should always include information to	National Planning Practice Guidance Website

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
		DMPO		demonstrate the existing situation at a site (i.e. 'as existing drawings').	
LR1.1	Site/Block Plans	NPPG DMPO	Most development and change of use proposals. Exceptions where block plans are not necessary should be agreed at pre-application discussions.	<p>A site plan should be drawn at an identified metric scale (e.g. 1:200 or 1:500, or such scale as appropriate) and should accurately show:</p> <p>(a) the direction of North; (b) the proposed development in relation to the site boundaries, with written dimensions including those to the boundaries;</p> <p>The following items are required to be shown where they influence or could be affected by the proposed development:</p> <p>(c) all buildings, roads and footpaths on land adjoining the site including access arrangements; (d) all public rights of way crossing or adjoining the site (e.g. footpath, bridleway, restricted byway or byway open to all traffic); (e) the position of all trees and hedgerows on the site and those on adjacent land that could influence or be affected by the development (also</p>	National Planning Practice Guidance Website

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				<p>see Tree or Arboricultural Statement (LR6) of the local requirements for more advice/details);</p> <p>(f) the extent and type of any hard surfacing;</p> <p>(g) boundary treatment including walls or fencing where this is proposed;</p> <p>(h) identify connection points for foul and surface waters and any culverted watercourses present within the development site (where known);</p> <p>(i) the position and extent of any playing fields.</p>	
LR1.2	Elevation Plans	NPPG DMPO	Proposals involving new buildings, structures, plant and machinery or would involve a change to the appearance of an existing building etc.	<ul style="list-style-type: none"> ▪ Details of the dimensions of the building in metric measurements; ▪ Details of all the external materials and finishes with colour (expressed in BS or RAL code); ▪ Position and materials of doors and windows; ▪ Details of any adjacent buildings and structures. 	National Planning Practice Guidance Website
LR1.3	Floor Plans	NPPG DMPO	All proposals for new buildings and/or the extension of existing buildings that would create additional floorspace.	<ul style="list-style-type: none"> ▪ Details of new walls to be created or existing walls to be lost; ▪ Position of window/door openings; ▪ Uses of the floorspace, where 	National Planning Practice Guidance Website

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				appropriate.	
LR1.4	Cross-sections and ground levels	NPPG DMPO	All proposals where changes to the existing site/ground levels are proposed or where no changes to ground levels but cross sections would help demonstrate the perspective of the development relative to existing features.	<ul style="list-style-type: none"> ▪ Details of changes in site and ground levels and how the development relates to them; ▪ Include the position of adjoining land and development to demonstrate how they relate to the proposal. 	National Planning Practice Guidance Website
LR1.5	Photographs and photo-montages	NPPG DMPO	Applications where the development would result in a significant change in the appearance of a building or landscape. This includes development affecting Listed Buildings and conservation areas, mineral developments, major remediation schemes and waste management developments with substantial new buildings, structures or high storage facilities.	Photographs to demonstrate the appearance of a building or area in its current state and photomontages to demonstrate the change. Computer generated images may also be helpful.	National Planning Practice Guidance Website
LR2	Planning Statement/ Supporting Statement	DMPO	Most applications except those accompanied by an Environmental Statement (under the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (the EIA	Information to describe the proposed development and why it is considered necessary or justified. This should not duplicate the information provided on the application form and elsewhere but expand on or clarify that information.	National Planning Practice Guidance Website Derby and Derbyshire Waste Local Plan

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			<p>Regulations 2014).</p> <p>Note - the questions on the 1APP forms and the space provided for responses do not always enable applicants to fully describe and explain their proposals. The provision of a written supporting statement may be helpful to applicants.</p>	<p>For example, in proposals by the eCounty eCouncil (school security fencing, temporary classrooms and sports facilities) it could explain why the proposal was being made and clarify the uses to be made of it.</p> <p><u>The statement should consider national and local planning policies that are of direct relevance to the proposal and provide a reasoned assessment of the conformity or otherwise of the proposal with those policies.</u></p> <ul style="list-style-type: none"> The statement should include a sustainability appraisal outlining the elements of the proposal that address sustainable development issues. This could include the choice of building design and facilities aimed at reducing energy needs and water consumption and the overall carbon footprint. 	<p>(DDWLP) Chapters 3 to 7</p> <p>Derby and Derbyshire Minerals Local Plan (DDMLP) Chapter 4</p>

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				For County Council developments, where appropriate, the statement should include outline details of any wider development or redevelopment plans at the site (context for the current proposal). This could be presented in the form of a Master Plan for the site.	
LR3	Statement of Community Involvement/ Pre-application engagement	NPPF paragraphs 66 and 188 - 195 Localism Act 2011 NPPG	It is good practice to engage with the community at an early stage of any proposed development but especially most 'major' developments as defined in the Development Management Procedure Order DMPO . Exceptions would include small scale proposals where the potential impact would be limited in scale and area. For example, small scale changes on an existing waste or minerals development.	Explain the steps taken to inform the local community of the proposed development and how it has been amended (or not) to take account of the issues raised in that process.	Derbyshire Minerals and Waste Development Framework: Statement of Community Involvement 2006 National Planning Practice Guidance Website
LR4	Flood Risk Assessment	NPPF paragraphs 93100-1084 Derby and	A Flood Risk Assessment will be required for development proposals in areas at risk of flooding. For fluvial (river) and	The assessment should demonstrate how flood risk will be managed now and over the development's lifetime, taking climate change into account,	National Planning Practice Guidance Website

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		Derbyshire Waste Local Plan (DDWLP) Policies W5, W6 and W9. Derby and Derbyshire Minerals Local Plan (DDMLP) Policies MP1 and MP4.	<p>sea flooding, this is principally land within Flood Zones 2 and 3. It can also include an area within Flood Zone 1 which the Environment Agency has notified the local planning authority as having critical drainage problems.</p> <p>Site-Specific Flood Risk Assessment is required for the following types of development/application:</p> <ul style="list-style-type: none"> ▪ All development proposals of 1 hectare or greater in Flood Zone 1 (as identified by the Environment Agency); ▪ All development proposals for new development in Flood Zones 2 and 3 (including minor development and change of use); ▪ All development proposals in an area within Flood Zone 1 which has critical drainage problems (as 	<p>and with regard to the vulnerability of its users (see Table 2 – Flood Risk Vulnerability of the NPPG).</p> <p>Flood Risk Assessments should demonstrate compliance with the requirements set out in the Site-Specific Flood Risk Assessment: CHECKLIST of the NPPG. Where appropriate, this will include consideration of the Sequential and Exception Tests.</p> <p>Sequential and Exception Tests are not required for minor development. For this purpose, minor is defined as non- residential extensions with a footprint of less than 250sq.m. and development that does not increase the size of buildings. Such proposals still require a FRA, where otherwise necessary.</p>	<p>Environment Agency guidance and flood maps website</p> <p>DEFRA: Sustainable drainage systems non-statutory technical standards</p>

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			notified to the local planning authority by the Environment Agency); and where proposed development or a change of use to a more vulnerable class may be subject to other sources of flooding.		
LR5	Foul and Surface Water Drainage Details	1APP Form NPPF paragraphs 109 and 120 DDWLP Policy W6	All applications for new development (e.g. new buildings, extensions, hard surfaced areas such as car parks and playgrounds), where there are concerns about the capacity of wastewater infrastructure, applicants will be asked to provide information about how the proposed development will be drained and wastewater dealt with.	<p>Sufficient information to demonstrate how surface and foul waters arising from the development will be managed. If an application proposes to connect a development to the existing drainage system then details of the existing system should be provided. Where new infrastructure or servicing is required the details should be provided with the application. The details shall include the type (including sustainable drainage systems [SuDS]) and nature of the system to be used and details of its design, specification and location.</p> <p>Where the development involves the disposal of trade waste or of foul sewage effluent other than to the</p>	<p>National Planning Practice Guidance Website</p> <p>Relevant local sewerage company</p> <p>DEFRA: Sustainable drainage systems non-statutory technical standards</p>

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				<p>public sewer, a fuller foul drainage assessment is required including details of the method of storage, treatment and disposal. Applications for developments relying on anything other than connection to a public sewage treatment plant should be supported by sufficient information to understand the potential implications for the water environment.</p> <p>The level of information required should be sufficient to enable the application to be determined. It may be possible to defer full details to be submitted under the terms of a condition.</p>	
LR6	Tree/ Arboricultural Statement	1APP Form NPPF paragraphs 109 and 118	<p>All applications which involve the felling and pruning of existing trees and hedges on a site or involve works (excavations, storage of materials and movement of heavy plant and vehicles) which could affect tree or hedgerow root systems.</p> <p>Note – the 1APP form requires the provision of information</p>	<p>A tree survey detailing the location of existing trees on a site, including species, size, condition and spread.</p> <p>The statement should describe:</p> <p>1. How the proposed development would affect existing trees on or adjacent to the site and justify any trees to be felled due to their condition and/or as a result of the development; and</p>	<p>BS5837:2012 Trees in Relation to Design, Demolition and Construction – Recommendations</p> <p>Natural England Standing Advice on Species Protection and</p>

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			relating to trees and hedgerows on site where they would be affected by the development either directly or indirectly.	<p>2. Methods to be adopted to protect trees during construction and operation.</p> <p>3. Proposals for replacement planting.</p> <p>Note – All trees which require removal or pruning will need to be assessed for their potential to support roosting bats. Refer to LR7.2 for further details.</p>	Standing Advice Tools
LR7	Ecology/ Nature Conservation Statement	<p>1APP</p> <p>NPPF Chapter 11</p> <p>DDWLP Policies W5, and W6 and W9.</p> <p>DDMLP Policies MP1, MP4 and MP6.</p>	<p>All applications which have the potential to affect sites or features with an ecological, geological or biodiversity based interest including:</p> <ul style="list-style-type: none"> • Statutorily or locally designated sites of ecological interest; • Areas of priority habitat or other habitat of potentially significant value; • Protected or notable species and other species referred to in the NPPF. 	<p>Surveys to establish the ecological interest of a site and surrounding area and assessments of any potential impacts on the ecological interest arising from the development, any mitigation proposals and proposals for long-term maintenance and management. Any proposals for biodiversity enhancement should also be provided.</p> <p>All surveys and assessments should be undertaken and prepared by competent persons with suitable qualifications and experience and must be carried out at an appropriate</p>	<p>National Planning Practice Guidance Website</p> <p>Natural England Standing Advice on Species Protection and Standing Advice Tools</p> <p>Natural England Discretionary Advisory Service (DAS)</p>

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			Applicants are advised to agree the need for such assessments in pre-application discussions with the County Planning Authority.	<p>time and month of year, in suitable weather conditions and using nationally recognised survey guidelines/methods where available.</p> <p>Where surveys and assessments are not considered to be necessary the application should be supported by a statement to explain why this is the case.</p> <p>Ecological surveys should ordinarily be no more than two years old.</p>	<p>Chartered Institute of Ecology and Environmental Management Guidelines for Preliminary Ecological Appraisal (GPEA)</p> <p>Institute of Ecology and Environmental Management Guidelines for Ecological Impact Assessment in the United Kingdom 2006</p> <p>The Conservation of Habitats and Species Regulations 2010</p> <p>Association of Local Government Ecologists – Validation of Planning</p>

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
					Applications – Draft June 2007 Biodiversity 2020: A strategy for England's wildlife and ecosystem services Government Circular: Biodiversity And Geological Conservation – Statutory Obligations And Their Impact Within The Planning System
LR7.1	Protected and notable species surveys	1APP NPPF Chapter 11 DDWLP Policies W5, and W6 and W9.	All applications which have the potential to affect legally protected species, notable species or conservation priority species. All applications where an initial ecological survey or preliminary ecological	A specific protected species survey and assessment. The survey should be undertaken in accordance with the criteria outlined in LR7 above. Protected and notable species surveys should be no more than two seasons old.	Natural England Standing Advice Natural England Standing Advice on Species Protection and Standing Advice Tools

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		<p>DDMLP Policies MP1, MP4 and MP6.</p> <p>Biodiversity and geological conservation: circular 06/2005</p> <p>The Conservation of Habitats and Species Regulations 2010</p> <p>Wildlife and Countryside Act 1981 as amended</p>	<p>appraisal has identified that additional surveys for protected and notable species may be required.</p> <p>Surveys should also be undertaken where an ecological consultant, Local Authority ecologist, Local Wildlife Trust, or other suitably qualified ecologist or body indicates the possible presence of such species.</p>	<p>The survey must be to an appropriate level of scope and detail and must:</p> <ul style="list-style-type: none"> Record which species are present and identify their approximate numbers; Map their distribution and use of the area, site, structure or feature (e.g. for feeding, shelter, breeding). <p>The assessment should identify and describe potential impacts, both direct and indirect, likely to harm the protected species and/or their habitats. Where harm is likely, evidence must be submitted to show:</p> <ul style="list-style-type: none"> How alternatives designs or locations have been considered; How adverse effects will be avoided wherever possible; How unavoidable impacts will be mitigated or reduced; How impacts that cannot be avoided or mitigated will be compensated. <p>Proposals are to be encouraged that</p>	<p>Bat Conservation Trust 'Bat Surveys – Good Practice Guidelines'</p> <p>Chartered Institute of Ecology and Environmental Management Guidelines for Preliminary Ecological Appraisal (GPEA)</p>

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				will enhance, restore or add to features or habitats used by protected species. The Assessment should give an indication of how species numbers are likely to change, if at all, as a result of the development.	
LR7.2	Ecological surveys for developments with the potential to affect Designated Sites or Priority Habitats	1APP NPPF Chapter 11 DDWLP Policies W5 and W6. DDMLP Policies MP1, MP4 and MP6. Biodiversity and geological conservation: circular 06/2005 The Conservation of Habitats and Species Regulations 2010	<p>All applications which have the potential to affect:</p> <ol style="list-style-type: none"> DESIGNATED SITES including: <ul style="list-style-type: none"> Internationally designated sites; Nationally designated sites; Regionally and locally designated sites. PRIORITY HABITATS (Habitats of Principal Importance for Biodiversity under S.41 of the NERC Act 2006). <p>A full survey and assessment may not be required where the applicant has received pre-application advice from Natural England (International and National Sites), or from the</p>	<p>An Ecological/Geological Survey and Assessment for the relevant feature affected.</p> <p>An ecological/geological survey and assessment or Ecological Impact Assessment (EclA) may form part of a wider Environmental Impact Assessment.</p> <p>The survey should be undertaken in accordance with the criteria outlined in LR7 above.</p> <p>The survey must be to an appropriate level of scope and detail and should:</p> <ul style="list-style-type: none"> Record which habitats and features are present on and where appropriate around the site; Identify the extent/area/length present; Map their distribution on site 	<p>Chartered Institute of Ecology and Environmental Management Guidelines for Preliminary Ecological Appraisal (GPEA)</p> <p>Institute of Ecology and Environmental Management Guidelines for Ecological Impact Assessment in the United Kingdom 2006</p> <p>Existing environmental information may be available from</p>

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		Wildlife and Countryside Act 1981 as amended	Local Planning Authority's ecologist, and/or the local Wildlife Trust (Regional and Local Sites and Priority Habitats) confirming in writing that they are satisfied the proposed development will not affect any designated sites or any other priority habitats or listed features.	<p>and/or in the surrounding area shown on an appropriate scale plan.</p> <p>The assessment should identify and describe potential impacts, both direct and indirect, likely to harm the designated sites, priority habitats, other listed biodiversity features or geological features. Where harm is likely, evidence must be submitted to show:</p> <ul style="list-style-type: none"> • How alternatives designs or locations have been considered; • How adverse effects will be avoided wherever possible; • How unavoidable impacts will be mitigated or reduced; • How impacts that cannot be avoided or mitigated will be compensated. <p>Proposals are to be encouraged that will enhance, restore or add to designated sites, priority habitats, or other biodiversity features. The assessment should give an indication of likely change in the area (hectares)</p>	<p>Local Record Centres, Wildlife Trusts, and Local RIGS Groups.</p> <p>Information on internationally and nationally designated sites can be found at: http://www.natureonthemap.naturalengland.org.uk/</p>

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LR7.3	Assessment of sites or features of geological interest	1APP NPPF Chapter 11 DDWLP Policies W5 and W6. DDMLP Policies MP1 and MP4. Biodiversity and geological conservation: circular 06/2005	<p>Applications which have the potential to affect designated sites of geological interest, or recognised or potential geological assets including:</p> <p>1. DESIGNATED SITES (as shown on the Council's Development Plan Proposals Map) including:</p> <ul style="list-style-type: none"> Internationally and national designated sites of geological interest (geological SSSIs); <p>Regionally and locally designated sites – Regionally Important Geological Sites (RIGS)/Local Geological Sites or Local Nature Reserves designated for geodiversity interest.</p> <p>2. OTHER GEOLOGICAL CONSERVATION FEATURES</p>	<p>of habitat resource on the site after development.</p> <p>A Geological Survey and Assessment for the relevant feature affected.</p> <p>A geological survey and assessment may form part of a wider Environmental Impact Assessment.</p> <p>The survey should be undertaken in accordance with the criteria outlined in LR7 above.</p> <p>The survey must be to an appropriate level of scope and detail and should:</p> <ul style="list-style-type: none"> Record which features are present on and where appropriate around the site; Identify the extent/area/length present; Map their distribution on site and/or in the surrounding area shown on an appropriate scale plan. <p>The assessment should identify and describe potential impacts, both direct and indirect, likely to harm the</p>	<p>The Earth Science Conservation Classification</p> <p>Government Circular: Biodiversity And Geological Conservation – Statutory Obligations And Their Impact Within The Planning System</p> <p>GeoConservationUK: The Association of UK RIGS Groups</p>

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			<p>(including sites falling within the categories identified in the Earth Science Conservation Classification):</p> <ul style="list-style-type: none"> • Exposure or Extensive Sites • Integrity Sites • Finite Sites <p>A full survey and assessment may not be required where the applicant has received pre-application advice from Natural England (International and National Sites), or appropriate local geological experts such as the Local RIGS Group (Regional and Local Sites) confirming in writing that they are satisfied the proposed development will not affect any designated sites.</p>	<p>designated sites or geological features. Where harm is likely, evidence must be submitted to show:</p> <ul style="list-style-type: none"> • How alternatives designs or locations have been considered; • How adverse effects will be avoided wherever possible; • How unavoidable impacts will be mitigated or reduced; • How impacts that cannot be avoided or mitigated will be compensated. <p>Proposals are to be encouraged that will conserve or enhance the geological resource including access to and interpretation of where appropriate. The assessment should give an indication of likely change in the geological resource after development.</p>	
LR8	Landscape and Visual Impact Assessment Statement	1APP NPPF chapter 11 DMPO	All developments involving surface mineral extraction and related structures, waste disposal developments, the construction of large buildings and structures and remediation	A landscape and visual assessment of the existing site and surrounding area identifying the landscape character and type and the visual receptors.	National Planning Practice Guidance Website Guidelines for Landscape and

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		DDWLP Policies W5 and W7 DDMLP Policies MP1 and MP4	schemes and applications that could adversely affect all heritage assets.	<p>An assessment of the effect and impact of the development on these aspects and the residual impact taking into account any proposed landscaping or screening features.</p> <p>An indicative landscaping plan clearly indicating existing vegetation including trees, hedgerows and shrubs to be removed and those to be retained. It may be necessary to provide full details of the proposed landscaping scheme at the time of submission (species to be planted, numbers, spacings, size, seeding mix etc.) although in appropriate cases these details could be required under the terms of a condition of a planning permission.</p>	<p>Visual Impact Assessment - Landscape Institute 2013</p> <p>Derbyshire Landscape Character Assessment</p> <p>Natural England Guidance – Natural environment (landscape pages) (Ministry of Housing, Communities and Local Government January 2016)</p> <p>National Character Area profiles: data for local decision making</p>
LR9	Landscaping	DMPO	All proposals where new or	Details should include a plan detailing	DDWLP

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	Scheme	DDWLP Policy W7 DDMLP Policies MP1 and MP4	replacement landscaping is proposed as part of the development. Note - this requirement is focused on those proposals where the form of landscaping is an integral part of the information required to determine an application. In other cases it may be possible to defer landscaping schemes to post determination by condition.	the location and type of vegetation to be either removed or retained, the location of any new soft or hard landscaping and opportunities for biodiversity enhancement that are proposed as part of the development. In addition, a statement should be provided which identifies the species, numbers and sizes of all new planting, including details of any seeding mixes, as well as details for the long-term maintenance and after-care period (5 years generally but up to 10 years for mineral developments). If not essential for the assessment of the proposed development, the proposed landscaping could be shown as an indicative Master Plan with details to be agreed in future under the requirements of a planning condition. Applicants are advised to agree this with the planning authority prior to submission.	DDMLP Planning Practice Guidance Website Derbyshire Landscape Character Assessment
LR10	Hydrology/ Hydrogeology Statement	NPPF Chapter 11 DDWLP Policies	All developments which involve disturbance to the ground that could affect the water table and the movement of water	An assessment of the water environment around the site and the impact that the development could have on both the movement of water	National Planning Practice Guidance Website

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		W4, W5 and W6 DDMLP Policies MP1 and MP4 Water Framework Directive	under and around the site or involves the use of materials and processes that could result in pollution of the water environment.	and its quality. The statement should include details of the mitigation measures proposed to prevent pollution and avoid affecting the riparian rights of others in the area.	
LR11	Contaminated Land Assessment	NPPF paragraphs 109 and 120 – 122 Water Framework Directive	All applications for development where contaminated land or buildings/structures are known or suspected to exist.	<p>If there is a reason to believe contamination could be an issue, developers should provide proportionate but sufficient site investigation information (a risk assessment) to determine the existence or otherwise of contamination, its nature and extent, the risks it may pose and to whom/what (the 'receptors') so that these risks can be assessed and satisfactorily reduced to an acceptable level.</p> <p>The risk assessment should also identify the potential sources, pathways and receptors ('pollutant linkages') and evaluate the risks. This information will enable the local planning authority to determine whether further more</p>	<p>National Planning Practice Guidance Website</p> <p>Environment Agency Land contamination: technical guidance EA– Guiding principles for land contamination</p> <p>Environmental Protection Act 1990: Part 2A Contaminated Land Statutory Guidance</p>

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				detailed investigation is required, or whether any proposed mitigation or remediation is satisfactory.	BS10175:2011 + A1:2013- Investigation of potentially contaminated sites- code of practice
LR12	Transport Assessment or Statement	<p>NPPF paragraph 32</p> <p>DDWLP Policies W2 and W8</p> <p>DDMLP Policy MP5</p>	<p>All proposals which would generate significant amounts of new or additional traffic or include the provision of a new or amended site access.</p> <p>The form and detail required will depend on the significance of the transport implications.</p> <p>In determining whether a Transport Assessment or Statement will be needed for a proposed development the following will be taken into consideration:</p> <ul style="list-style-type: none"> the Transport Assessment and Statement policies (if any) of the Local Plan; the scale of the proposed development and its 	<p>The scope and level of detail in a Transport Assessment or Statement will vary from site to site. The information provided should identify the extent of the transport implications of the proposed development in order to determine the suitability of it for the standard of the highway network in the area.</p> <p>A Transport Assessment should illustrate accessibility to the site by all modes of transport and the likely modal split of journeys to and from the site. It should identify any proposed measures to improve access by public transport, walking and cycling, to reduce the need for parking required by the development, and to mitigate transport impacts. A Travel Plan should be included in a Transport Assessment (see LR13 for</p>	<p>NPPF Paragraphs 29 - 41</p> <p>National Planning Practice Guidance Website</p> <p>Institute of Environmental Management and Assessment Guidelines for the Environmental Assessment of Road Traffic 2004</p> <p>Derbyshire Local Transport Plan 2011 - 2026</p> <p>The Environmental Noise (England)</p>

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			<p>potential for additional trip generation (smaller applications with limited impacts may not need a Transport Assessment or Statement);</p> <ul style="list-style-type: none"> existing intensity of transport use and the availability of public transport; proximity to nearby environmental designations or sensitive areas; impact on other priorities/ strategies (such as promoting walking and cycling); the cumulative impacts of multiple developments within a particular area; and; whether there are particular types of impacts around which to focus the Transport Assessment or Statement (e.g. assessing traffic generated at peak times). 	<p>more details).</p> <p>A Transport Statement should identify the transport issues arising from a proposed development. It should include details of previous, present and proposed vehicle movements, including the size and type of vehicles, means of access, hours of operation and parking provision.</p>	<p>Regulations 2006, as amended</p> <p>Transport evidence bases in plan making and decision taking (Ministry of Housing, Communities and Local Government March 2015)</p>

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LR13	Travel Plan	NPPF Paragraph 36 Derbyshire Local Transport Plan policy TLA7	<p>All applications which are accompanied by Transport Statement (see LR12 above).</p> <p>Any proposal which would generate significant new travel movements in, or near to, Air Quality Management Areas or is proposed in other locations where there are opportunities to promote the use of public transport, walking and cycling.</p> <p>Any proposal at a County Council establishment that would affect the provisions of an existing Travel Plan.</p>	<p>Travel Plans should identify the specific required outcomes, targets and measures, and set out clear future monitoring and management arrangements all of which should be proportionate. They should also consider what additional measures may be required to offset unacceptable impacts if the targets should not be met.</p> <p>Travel Plans should set explicit outcomes rather than just identify processes to be followed (such as encouraging active travel or supporting the use of low emission vehicles). They should address all journeys resulting from a proposed development by anyone who may need to visit or stay and they should seek to fit in with wider strategies for transport in the area.</p>	<p>NPPF Paragraphs 29 - 41</p> <p>Derbyshire Local Transport Plan 2011 - 2026</p> <p>National Planning Practice Guidance Website</p>
LR14	Parking Provision	NPPF Paragraph 39	All proposals requiring the provision of new and additional parking facilities or ones which would result in the loss of existing parking provision.	An assessment of the parking requirements of the proposal and how that provision would be accommodated. The statement should, where necessary, provide details of the existing parking provision and how the requirements	6Cs Design Guide: Off-street parking standards

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				of the new development relate to it.	
LR15	Public Rights of Way	<p>1APP Form</p> <p>The Town and Country Planning Act 1990 Part X Highways</p> <p>Road Traffic Regulation Act 1984</p>	All proposals requiring any diversions/extinguishments and/or creation of rights of way. Any development which would require the temporary closure of routes for health and safety reasons during development.	<p>All public rights of way crossing or adjoining the proposed development site should be marked on a plan accompanying the application. The information supplied should make clear how the potential development will impinge on any rights of way.</p> <p>Note - The granting of planning permission is not consent to divert or obstruct a public right of way. If it is necessary to permanently divert or stop up the definitive line of a public right of way to allow development to take place, a diversion order will be required. Please contact the Public Rights of Way section for more information on this or temporary closures.</p>	<p>Derbyshire County Council website</p> <p>Derbyshire County Council Public Rights of Way section.</p>
LR16	Noise Assessment	<p>NPPF paragraphs 123 and 144</p> <p>PPS 10: Planning for sustainable waste management</p>	All developments which generate noise to a level that could, potentially, create a nuisance to neighbours. This would include all surface mineral extraction and associated developments of ancillary plant and recycling operations, waste	A Noise Assessment should be prepared by a suitably qualified acoustician. The assessment should identify the potential impact (if any) of noise generated by the development on the surrounding area. It should describe the existing noise levels in the area, noise sources arising from the development and the level of	<p>National Planning Practice Guidance Website</p> <p>Noise Policy Statement for England</p> <p>BS7445-1:2003</p>

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		National Planning Policy for Waste (NPPW) DDWLP policy W6 DDMLP policy MP1	management developments and school/college proposals where community use outside normal school hours is proposed.	noise likely to be generated. It should identify noise sensitive receptors in the area and include mitigation measures to prevent or minimise the effects of noise. It should also describe the regime to be established to monitor and record the actual noise generated during the construction, use and operation of the proposed development.	Description and Measurement of Environmental Noise 2003 (see also BS7445-2:1991 and BS7445-3:1991) BS4142: 1997 2014 – Method s for rating and assessing noise affecting mixed residential and industrial areas industrial and commercial sound. BS 5228-1:2009+A1:2014 and BS 5228-2:2009+A1:2014 Code of practice for noise and vibration control on construction and open sites. Institute of

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					Acoustics ETSU R 97 – The Assessment and Rating of Noise from Wind Farms
LR17	Dust Assessment	<p>NPPF Paragraph 144</p> <p>PPS 10 NPPW</p> <p>DDWLP policy W6</p> <p>DDMLP policy MP1</p>	All developments that could generate the release of dust particles with the potential to impact on neighbouring properties. This category is focused on surface mineral extraction and waste management developments but also includes developments where construction works could give rise to dust emissions although the subsequent use or operation may not.	<p>A dust assessment study should:</p> <ul style="list-style-type: none"> ▪ Establish baseline conditions of existing dust climate around the site of the proposed operations; ▪ Identify site activities that could lead to dust emission without mitigation; ▪ Identify site parameters which may increase potential impacts from dust; ▪ Recommend mitigation measures, including modification of site design; ▪ Make proposals to monitor and report dust emissions to ensure compliance with appropriate environmental standards and to enable an effective response to complaints. 	<p>National Planning Practice Guidance Website</p> <p>Guidance on the Assessment of Mineral Dust Impacts for Planning (IQAM May 2016)</p>
LR18	Air Quality Assessment and Emissions	NPPF paragraphs 124 and 144	Geographic location(s) - Countywide but focusing on those AQMAs identified by the district councils in Derbyshire.	Proposals that impact on air quality or are potential pollutants should include an air quality assessment identifying air quality of the area, the scale and	<p>NPPF paragraphs 109 - 125</p> <p>Air Quality</p>

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		PPS 10 NPPW DDWLP policy W6 DDMLP policy MP1	<p>All proposals inside or adjacent to a designated Air Quality Management Area (AQMA) where the development itself could result in the designation of an AQMA or where the development would conflict with the aims and objectives of the AQMA.</p> <p>All developments which involve processes or activities that would result in the release of emissions to air of substances or particles that would be potentially damaging to human health and the environment or that would give rise to a received risk to human life.</p>	nature of emissions from the proposal, the potential impact on people and the environment in the area and the proposed measures to prevent or minimise those impacts.	Standards Regulations 2010 Information on the location of AQMA can be found via the DEFRA website (http://aqma.defra.gov.uk/aqma/maps.php) or by contacting the Environmental Health Officer of the relevant district councils National Planning Practice Guidance Website Air pollution information service (APIS)
LR19	Odour Assessment	NPPF paragraphs 124 and 144 PPS 10	All applications for new or extended facilities for the disposal of waste, for composting operations, anaerobic digestion and	A site specific Odour Impact Assessment and/or Management Plan should demonstrate that the odours released by the development can be adequately controlled so as	National Planning Practice Guidance Website Environment

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		NPPW DDWLP policy W6	mechanical biological treatment facilities, outdoor storage and processing of waste materials and site remediation schemes that involve the movement and processing of odour emitting substances.	not to give rise to adverse impacts on the amenity of the environment and neighbouring properties. It should identify the sources of potential odour emissions and sensitive receptors in the area. It should also include details of any measures and practices to be adopted to minimise and mitigate odour emissions. It is advisable to include the details of the monitoring regime that would be adopted.	Agency Guidance on the assessment of odour for planning (IAQM May 2014)
LR20	Bioaerosol Assessment	NPPF paragraphs 124 and 144 PPS 10 NPPW DDWLP policy W6	All applications for new or extended facilities for the composting and anaerobic digestion of biodegradable waste materials.	This issue is closely related to the considerations relevant to the release of odours (see above) and the assessment and provision of information could be combined in appropriate cases. The assessment should identify the potential for the generation and release of odours from the development, the area that could be affected by bioaerosols, the potential impacts in that catchment area and the mitigation measures to prevent or minimise those impacts.	National Planning Practice Guidance Website Environment Agency
LR21	Heritage Impact Assessment	NPPF paragraph 128	All applications for development that would directly affect designated and	A Heritage Impact Assessment (HIA) should describe the significance of any heritage assets affected,	National Planning Practice Guidance Website

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		DDMLP Policy MP4 DDWLP Policy W5 World Heritage Convention 1972	<p>non-designated heritage assets or affect the setting of such assets or has the potential to impact on features of archaeological interest.</p> <p>Heritage assets include: World Heritage Sites (Derwent Valley Mills World Heritage Site), Scheduled Ancient Monuments, Listed Buildings and conservation areas as examples.</p> <p>The following are examples of developments when a Heritage Impact Assessment would be required:</p> <ul style="list-style-type: none"> • Application for Listed Building Consent • Applications for relevant demolition in a Conservation Area ▪ Applications affecting a Conservation Area or the setting of a Listed Building or a world heritage site; ▪ Mineral workings; 	<p>including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. The HIA should include an assessment of the impact of the proposal on the heritage asset and the justification for it as well as any measures to minimise those impacts.</p> <p>The applicant should consult the Derbyshire Historic Environment Record (HER) and the impact of that information and advice should be recorded in the HIA.</p> <p>Where a site on which development is proposed includes or has the potential to include heritage assets with archaeological interest, an appropriate desk-based assessment should be submitted. Where necessary, a field evaluation (field walking, trial trenching, boreholes and geophysical surveys) should be carried out and the results should be incorporated into the assessment and</p>	<p>NPPF paragraphs 126 - 141</p> <p>Mineral Extraction and Archaeology: a Practice Guide (2008)</p> <p>Derbyshire County Council Design and Conservation Team</p> <p>Derwent Valley Mills World Heritage Site Management Plan 2013 - 2018</p> <p>English Heritage Conservation Principles 2008</p> <p>Historic England The Setting of Heritage Assets</p>

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			<ul style="list-style-type: none"> Other developments involving excavations and disturbance to the ground in areas of potential Archaeological interest. <p>Note - this is not meant to be a comprehensive list of all such assets. The list is too exhaustive and is a representative guide only. Confirmation of the need for inclusion in a Heritage Statement can be agreed in pre-application discussion.</p>	<p>should inform proposals by the applicant for researching, recording or preserving the heritage feature to be disturbed.</p> <p>For all applications in the Derwent Valley Mills World Heritage Site the HIA should demonstrate how the development would conserve or enhance the Outstanding Universal Value (OUV) of the area.</p>	DCLG Circular 07/9 Circular on the Protection of World Heritage Assets
LR22	Lighting Assessment	<p>NPPF paragraph 125</p> <p>DDWLP Policy W6</p> <p>DDMLP Policy MP1</p>	All proposals where external lighting is included in the development. This includes external lighting at mineral and waste management facilities and at county council establishments (e.g. schools, particularly if involving floodlighting).	Details of the location of any proposed external lighting and the type of lighting, including details of the height above ground and the power rating of the lighting. The statement should include the proposed hours of use of the lighting (including the means of control over the hours of illumination) and should be accompanied by drawings to demonstrate the spread of the light and the means of ensuring that the light does not extend beyond the site to the detriment of the amenity of	National Planning Practice Guidance Website CIBSE Lighting Guides BS5489 Part 10 Lighting of urban centres and public amenity areas Institution of Lighting

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				neighbouring properties. The assessment of potential impact should include the impact on any sensitive biodiversity feature where relevant and protected species such as bats .	Professionals (ILP) website (Resources)
LR23	Waste Management Statement	NPPF	All development involving ground excavations to enable the development to proceed (e.g. excavations for foundations. This requirement does not normally apply to mineral developments.	An estimate of the amount and type of waste or excess material generated by the ground works and a statement to establish how the material is to be disposed of or used within the overall development.	
LR24	Recreation/ Open Space Statement/ Green Infrastructure Provision	NPPF paragraphs 73 - 74	<p>Geographic location(s) - Countywide - mainly focused in towns and villages.</p> <p>All applications involving the loss, or provision of, open space, sports and recreation facilities (including school playing fields)/green infrastructure. This mainly affects developments by the County Council at existing school sites or for the provision of new facilities.</p>	Government policy seeks to protect and enhance the range of recreation/sports facilities that are available which involves both the protection of existing facilities and those spaces allocated or identified as suitable for new facilities. The assessment should provide details of the facility to be lost in terms of use, size and condition; an assessment of the facilities to be retained against the current standards, and justification as to why the facility is no longer required. If the development involves the provision of alternative facilities to compensate for this loss,	<p>NPPF paragraphs 69 - 78</p> <p>Sport England – Planning for sport http://www.sportengland.org/facilities-planning/planning-for-sport/</p> <p>Natural England's Accessible Green Space Standards (ANGST)</p> <p>Natural England</p>

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
				<p>details of the replacement facility should be provided; including details of construction and future maintenance (where appropriate e.g. football pitches).</p> <p><u>Green Infrastructure is a strategically planned and delivered network comprising the broadest range of high quality green spaces and other environmental features. It should be designed and managed as a multifunctional resource capable of delivering those ecological services and quality of life benefits required by the communities it serves and needed to underpin sustainability. Its design and management should also respect and enhance the character and distinctiveness of an area with regard to habitats and landscape types. If the development involves the provision of green infrastructure detailed designs should be provided including details of construction and future maintenance. Where a proposal results in the loss of green infrastructure alternative facilities to compensate for this loss.</u></p>	<u>Linking People with Their Natural Environment pages</u>

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
				should be provided.	
LR25	Community Use Statement	Department For Education and Skills - Designing Schools for Extended Services	All proposals that involve making facilities available for use by the community outside the normal hours of operation of the site. This mainly affects schools where buildings and sports facilities are to be made available for community use.	An application should be accompanied by a Community Use Management Statement which details the facilities to be made available, the uses that would be allowed, the hours of use available and how the site is to be managed at times outside the normal hours of operation of the facility. This should include details of the parking facilities that would be made available and the identification of a contact point for the local community.	Department For Education and Skills - Designing Schools for Extended Services
LR26	Draft Planning Obligation	NPPF paragraphs 203 - 206	All applications where pre-application discussions have highlighted the possible need for a legal agreement or where the applicant knows the development would affect third party owners of land.	A draft of a legal agreement containing the heads of terms explaining what the applicant is offering.	Community Infrastructure Levy Regulations 2010 as amended National Planning Practice Guidance Website
LR27	Ground Stability Report/ Mining Risk Assessment	NPPF paragraphs 120 - 121	Geographic location(s) — Sites which fall within the Coal Authority defined High Risk Development Area Higher Risk Coal Areas (but recommended for all sites within former coalfield areas)	A report to assess the history of coal mining legacy underground mining in the area and how it could affect the proposed development. It should include arecommendations review of measures to address the potential risks posed to the development by	https://www.gov.uk/coal/property-development

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
			All applications involving built development or disturbance to the ground in the defined Development High Risk Area in former coal mining areas of the county or where the condition of the ground could affect the form of the development.	past mining activity. to be incorporated to mitigate the effects of previous underground working.	
LR28	Soil Assessment	NPPF paragraph 112 DDWLP Policies W5, and W9 DDMLP Policies MP1, MP4, MP10	All applications that involve significant development on agricultural land, where significant quantities of soil are required to be removed and/or a significant area of agricultural land would be lost as a result of the development.	The soil assessment should include the following: <ul style="list-style-type: none"> ▪ An assessment as to the degree to which soils are going to be disturbed/harmed as part of this development and whether 'best and most versatile' agricultural land is involved. ▪ Soil surveys on best and most versatile land agricultural land of Grades 1, 2 or 3a. Where the land grade is not known surveys will be required to establish the quality of the soil resource to be affected by the development. ▪ (The agricultural land classification and soil survey should normally be at a detailed 	www.magic.gov.uk Technical Information Note 049 - Agricultural Land Classification: protecting the best and most versatile agricultural land Defra Construction Code of Practice for the Sustainable Use of Soil on Development Sites DEFRA Good practise guide for

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
				<p>level, e.g. one auger boring per hectare, (or more detailed for a small site) supported by pits dug in each main soil type to confirm the physical characteristics of the full depth of the soil resource, i.e. 1.2 metres);</p> <ul style="list-style-type: none"> Details of how any adverse impacts on soils can be minimised. 	<p>handling soils</p> <p>DEFRA guidance for successful reclamation of mineral and waste sites</p>
LR29	Economic Statement	NPPF paragraphs 18-22, 28	All applications which are aimed at regeneration, creates new employment uses or results in the loss of existing employment uses, changes the use of a site or building which is allocated for employment in the Development Plan.	<p>A report setting out the regeneration benefits of the proposed development, details of any new jobs that might be created or supported, the relative floorspace totals for each proposed use (where known), any community benefits referenced to any relevant community strategy, Pparish/community plan or study, and reference to any regeneration strategies that might lie behind or be supported by the proposal.</p> <p>Applications involving the loss of land or buildings last used for employment purposes should set out the following, where applicable:</p>	<p>NPPF</p> <p>Planning Practice Guidance</p>

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
				<ul style="list-style-type: none"> • Evidence that the site has been marketed; • Evidence of why the site is no longer capable of offering accommodation for employment uses; • Evidence of why the use of the site for employment purposes raises unacceptable environmental problems; • A statement explaining why the proposed alternative use offers greater potential benefits to the community, and explaining why the site is not required to meet economic development or local employment needs. 	
LR30	Climate Change/ Energy Statement/ Renewable Energy/ Sustainability Statement	NPPF Climate Change Act 2008	All major County Council development applications. All mineral and waste developments for new sites and extensions to existing sites.	Statements should include a sustainability appraisal outlining the elements of the proposal that address sustainable development issues. This could include the choice of building design and facilities aimed at reducing energy needs, water consumption and the overall carbon footprint. Statements should demonstrate how	NPPF Planning Practice Guidance BREEAM Solar parks: maximising environmental benefits (TIN101)

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
				<p>sustainable design and construction have been addressed, including reducing energy consumption and carbon emissions, minimising waste and increasing recycling, conserving water resources, incorporating green infrastructure and sustainable drainage (SUDS), minimising pollution, maximising the use of sustainable materials and adaptation to climate change.</p> <p>Details of how the development has sought to achieve standards of design that meet 'outstanding' or 'very good' or excellent' Building Research Establishment Environment Assessment Method (BREEAM) standards or any other recognised standard that has been agreed with the County Planning Authority as an appropriate measure during the pre-application stage.</p> <p>For Minerals and Waste proposals: Demonstration of the consideration of design standards, use of sustainable materials, water efficient design and sustainable transport of minerals and</p>	<p>Bats and onshore wind turbines (Interim guidance) (TIN051)</p> <p>Bats and single large wind turbines: Joint Agencies interim guidance (TIN059)</p> <p>Assessing the effects of onshore wind farms on birds (TIN069)</p>

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
				<u>waste.</u>	
LR31	Health Impact Assessment	NPPF	Strategic/major sites where there are environmental impacts that may affect the health and wellbeing of the local population.	The assessment should: Identify the potential health consequences of the proposed development on various population groups; demonstrate whether and to what extent, the development would have an impact (both positive and negative) on the local residents and future site users.	NPPF Planning Practice Guidance Department of Health – Health Impact Assessment
LR32	Validation Checklist		All applications submitted to Derbyshire County Council.	A completed checklist relevant to the type of application being submitted.	

Acronyms used in the Local List

1APP is the acronym for the standard planning application form introduced by the Government

AQMA - Air Quality Management Area

BS - British Standard

CIBSE - Chartered Institute of Building Service Engineers

DAS - Design and Access Statement

DDMLP - Derby and Derbyshire Minerals Local Plan

DDWLP - Derby and Derbyshire Waste Local Plan

DEFRA - Department for Environment, Food and Rural Affairs

DMPO - The Town and Country Planning (Development Management Procedure) (England) Order 2010⁵

EIA - Environmental Impact Assessment (from the Town and Country Planning (Environmental Impact Assessment) Regulations 2017⁷

FRA - Flood Risk Assessment

HER - Historic Environment Record

HIA - Heritage Impact Assessment

ICEM - Institute of Ecology and Environmental Management

NPPF - National Planning Policy Framework

NPPW – National Planning Policy for Waste

NPPG – National Planning Practice Guidance

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OUV - Outstanding Universal Value

~~**PPS10** – Planning Policy Statement 10: Planning for Sustainable Waste Management~~

PPG - Planning Practice Guidance

RIG - Regionally Important Geological Site

SAC - Special Area of Conservation

SPA - Special Protection Area

SSSI - Site of Special Scientific Interest

SU_uDS – Sustainable **Urban** Drainage Systems

TPO - Tree Preservation Order

Derbyshire County Council

Validation Checklist Form A: Applications for Outline/Full Planning Permission

This form should be completed and submitted in support of all planning applications made to Derbyshire County Council which seek outline or full planning permission.

Provision of all the National List Requirements is compulsory for all applications. It may not be necessary to provide information for all the Local List Requirements in support of every planning application. Guidance on the circumstances when information is required and what information should be provided is available in the Local List of Information Requirements which can be viewed on the County Council website.

Failure to provide all the National List Requirements and the relevant Local List Requirements will result in the application being invalid and the application may be returned to you.

LOCATION OF PROPOSED DEVELOPMENT	
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NATIONAL LIST REQUIREMENTS: All the following national requirements are required in support of the application

Item No.	Item	Tick	Where the information can be found in the application documents
NR1	Completed Application Form		
NR2	Location Plan		
NR3	Ownership Certificates & Notices		
NR4	Application Fee		
NR5	Design and Access Statement (where applicable)		

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LOCAL LIST REQUIREMENTS: The following Local List requirements should be provided where the application meets the location and other circumstances identified in the Local List

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR1.1	Site/Block Plans		
LR1.2	Elevation Plans		
LR1.3	Floor Plans		
LR1.4	Cross-sections and Ground Level Plans		
LR1.5	Photographs/Photomontages		
LR2	Supporting Statement		
LR3	Statement of Community Involvement/Pre application		
LR4	Flood Risk Assessment		
LR5	Foul and Surface Water Drainage Details		
LR6	Tree or Arboricultural Statement		
LR7	Ecology/Nature Conservation Statement		
LR7.1	Protected and notable species surveys		
LR7.2	Ecological surveys for developments with the potential to affect Designated Sites or Priority Habitats		
LR7.3	Assessment of sites or features of geological interest		
LR8	Landscape and Visual Impact Assessment		
LR9	Landscaping Scheme		
LR10	Hydrology/Hydrogeology		
LR11	Contaminated Land Assessment		
LR12	Transport Assessment or Statement		
LR13	Travel Plan		
LR14	Parking Provision		
LR15	Public Rights of Way		
LR16	Noise Assessment		

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LR17	Dust Assessment		
LR18	Air Quality Assessment and Emissions		
LR19	Odour Assessment		
LR20	Bioaerosol Assessment		
LR21	Heritage Assessment		
LR22	Lighting Assessment		
LR23	Waste Management		
LR24	Recreation/ Open Space/ Green Infrastructure Statement		
LR25	Community Use Statement		
LR26	Draft Planning Obligation		
LR27	Ground Stability/Mining Risk		
LR28	Soil Assessment		
LR29	Economic Statement		
LR30	Climate Change/Energy Statement/Renewable Energy/Sustainability Statement		
LR31	Health Impact Assessment		
LR32	Validation Checklist		

Derbyshire County Council

Validation Checklist Form B: Applications for the removal or variation of conditions following the grant of planning permission (Section 73 and 73 A of the Town and Country Planning Act 1990)

This form should be completed and submitted in support of all planning applications made to Derbyshire County Council for the removal or variation of conditions attached to an existing planning permission.

Sufficient information should be provided to enable the County Council to identify the previous planning permission and the condition or conditions which the applicant is seeking to remove or vary. The application should state the proposed revised condition and provide clear reasons why it is considered to be more appropriate to the development. The full version of the Local List of Information Requirements can be viewed on the County Council website. It contains guidance on the circumstances where each Local List Requirement is relevant for an application and on the information that is required.

Failure to provide all the information listed; both the National List Requirements and the relevant Local List Requirements will result in the application being invalid and the application may be returned to you.

LOCATION OF PROPOSED DEVELOPMENT	
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NATIONAL LIST REQUIREMENTS: All the following national requirements are required in support of the application.

Item No.	Item	Tick	Where the information can be found in the application documents
NR1	Completed Application Form		
NR2	Location Plan		
NR3	Ownership Certificates & Notices		
NR4	Application Fee		

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LOCAL LIST REQUIREMENTS: The following Local List requirements should be provided where the application meets the location and other circumstances identified in the Local List

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR1	Drawings/Plans/Sections/Photo		
LR1.1	Site/Block Plans		
LR1.2	Elevation Plans		
LR1.3	Floor Plans		
LR1.4	Cross-sections and Ground Level Plans		
LR1.5	Photographs/Photomontages		
LR2	Supporting Statement		
LR5	Foul and Surface Water Drainage Details		
LR6	Tree or Arboricultural Statement		
LR7	Ecology/Nature Conservation Statement		
LR7.1	Protected and notable species surveys		
LR7.2	Ecological surveys for developments with the potential to affect Designated Sites or Priority Habitats		
LR7.3	Assessment of sites or features of geological interest		
LR8	Landscape and Visual Impact Assessment		
LR9	Landscaping Scheme		
LR10	Hydrology/Hydrogeology		
LR12	Transport Assessment or Statement		
LR16	Noise Assessment		
LR17	Dust Assessment		
LR18	Air Quality Assessment and Emissions		
LR19	Odour Assessment		
LR20	Bioaerosol Assessment		
LR22	Lighting Assessment		
LR24	Recreation/ Open Space		
LR28	Soil Assessment		

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LR29	Economic Statement		
LR30	Climate Change/Energy Statement/Renewable Energy/Sustainability Statement		
LR31	Health Impact Assessment		
LR32	Validation Checklist		

Derbyshire County Council

Validation Checklist Form C: Applications for the approval of reserved matters

This form should be completed and submitted in support of all planning applications made to Derbyshire County Council which seek the approval of reserved matters in an outline planning permission. The matters which can be reserved in outline planning applications for post permission approval are appearance, means of access, landscaping, layout and scale.

It may not be necessary to provide information for all the Local List Requirements listed below in support of every reserved matter application. Guidance on the circumstances where information is required and what information should be provided is available in the Local List of Information Requirements which can be viewed on the County Council website.

Failure to provide all the information listed; both the National List Requirements and the relevant Local List Requirements will result in the application being invalid and the application may be returned to you

LOCATION OF PROPOSED DEVELOPMENT	
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NATIONAL LIST REQUIREMENTS: All the following national requirements are required in support of the application

Item No.	Item	Tick	Where the information can be found in the application documents
NR1	Completed Application Form or covering letter		
NR4	Application Fee		

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LOCAL LIST REQUIREMENTS: The following Local List requirements should be provided where the application meets the location and other circumstances identified in the Local List

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR1.1	Site/Block Plans		
LR1.2	Elevation Plans		
LR1.3	Floor Plans		
LR1.4	Cross-sections and Ground Level Plans		
LR1.5	Photographs/Photomontages		
LR2	Supporting Statement		
LR5	Foul and Surface Water Drainage Details		
LR6	Tree or Arboricultural Statement		
LR7	Ecology/Nature Conservation Statement		
LR7.1	Protected and notable species surveys		
LR7.2	Ecological surveys for developments with the potential to affect Designated Sites or Priority Habitats		
LR7.3	Assessment of sites or features of geological interest		
LR9	Landscaping Scheme		
LR13	Travel Plan		
LR14	Parking Provision		
LR16	Noise Assessment		
LR17	Dust Assessment		
LR18	Air Quality Assessment and Emissions		
LR19	Odour Assessment		
LR20	Bioaerosol Assessment		
LR21	Heritage Impact Assessment		
LR22	Lighting Assessment		
LR23	Waste Management Statement		
LR24	Recreation/Open Space Assessment		

LR25	Community Use Statement		
LR28	Soil Assessment		
LR29	Economic Statement		
LR30	Climate Change/Energy Statement/Renewable Energy/Sustainability Statement		
LR31	Health Impact Assessment		
LR32	Validation Checklist		

~~Validation Checklist Form D: Applications for the approval of details reserved by conditions following the grant of planning permission or Listed Building Consent~~

~~This form should be completed and submitted in support of all planning applications made to Derbyshire County Council which seek the approval of details required by a condition(s) attached to an existing planning permission.~~

~~It may not be necessary to provide information for all the Local List Requirements listed below in support of every scheme submitted to fulfil the requirements of a condition. Guidance on the circumstances where information is required and what information should be provided is available in the Local List of Information Requirements which can be viewed on the County Council website.~~

~~Failure to provide all the information listed; both the National List Requirements and the relevant Local List Requirements will result in the application being invalid and the application may be returned to you.~~

LOCATION OF PROPOSED DEVELOPMENT	
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~~NATIONAL LIST REQUIREMENTS: All the following national requirements are required in support of the application.~~

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Item No.	Item	Tick	Where the information can be found in the application documents
NR1	Completed Application Form or covering letter		
NR4	Application Fee		

LOCAL LIST REQUIREMENTS: The following Local List requirements should be provided where the application meets the location and other circumstances identified in the Local List

Item no.	Item — The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR1.1	Site/Block Plans		
LR1.2	Elevation Plans		
LR1.3	Floor Plans		
LR1.4	Cross-sections and Ground Level Plans		
LR1.5	Photographs/Photomontages		
LR2	Supporting Statement		
LR5	Foul and Surface Water Drainage Details		
LR6	Tree or Arboricultural Statement		
LR7	Ecology/Nature Conservation Statement		
LR7.1	Protected and notable species surveys		
LR7.2	Ecological surveys for developments with the potential to affect Designated Sites or Priority Habitats		
LR7.3	Assessment of sites or features of geological interest		
LR9	Landscaping Scheme		
LR13	Travel Plan		
LR14	Parking Provision		

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LR16	Noise Assessment		
LR17	Dust Assessment		
LR18	Air Quality Assessment and Emissions		
LR19	Odour Assessment		
LR20	Bioaerosol Assessment		
LR21	Heritage Impact Assessment		
LR22	Lighting Assessment		
LR23	Waste Management Statement		
LR24	Recreation/Open Space Assessment		
LR25	Community Use Statement		
LR28	Soil Assessment		
LR29	Validation Checklist		

Validation Checklist Form [ED](#): Applications for Non-Material Amendments following the grant of planning permission (Section 96A of the Town and Country Planning Act 1990)

This form should be completed and submitted in support of all planning applications made to Derbyshire County Council which seek on-material amendments to developments following the grant of planning permission.

It may not be necessary to provide information for all the Local List Requirements listed below in support of every non-material application. Guidance on the circumstances where information is required and what information should be provided is available in the Local List of Information Requirements which can be viewed on the County Council website.

Failure to provide all the information listed; both the National List Requirements and the relevant Local List Requirements will result in the application being invalid and the application may be returned to you.

LOCATION OF PROPOSED DEVELOPMENT	
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NATIONAL LIST REQUIREMENTS: All the following national requirements are required in support of the application.

Item No.	Item	Tick	Where the information can be found in the application documents
NR1	Completed Application Form or covering letter		
NR4	Application Fee		

LOCAL LIST REQUIREMENTS: The following Local List requirements should be provided where the application meets the location and other circumstances identified in the Local List

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR1.1	Site/Block Plans		
LR1.2	Elevation Plans		
LR1.3	Floor Plans		

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LR1.4	Cross-sections and Ground Level Plans		
LR1.5	Photographs/Photomontages		
LR2	Supporting Statement		
LR2932	Validation Checklist		

Validation Checklist Form F: Applications for Listed Building Consent

This form should be completed and submitted in support of all planning applications made to Derbyshire County Council which seek Listed Building Consent

It may not be necessary to provide information for all the Local List Requirements listed below in support of every application for Listed Building. Guidance on the circumstances where information is required and what information should be provided is available in the Local List of Information Requirements which can be viewed on the County Council website.

Failure to provide all the information listed; both the National List Requirements and the relevant Local List Requirements will result in the application being invalid and the application may be returned to you.

LOCATION OF PROPOSED DEVELOPMENT	
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NATIONAL LIST REQUIREMENTS: All the following national requirements are required in support of the application.

Item No.	Item	Tick	Where the information can be found in the application documents
NR1	Completed Application Form		
NR2	Location Plan		
NR3	Ownership Certificates and Notices Notices; and Agricultural Land Declaration		
NR5	Design and Access Statement		

LOCAL LIST REQUIREMENTS: The following Local List requirements should be provided where the application meets the location and other circumstances identified in the Local List

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Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR1.1	Site/Block Plans		
LR1.2	Elevation Plans		
LR1.3	Floor Plans		
LR1.4	Cross-sections and Ground Level Plans		
LR1.5	Photographs/Photomontages		
LR7	Ecology/Nature Conservation Statement		
LR7.1	Protected and notable species surveys		
LR7.2	Ecological surveys for developments with the potential to affect Designated Sites or Priority Habitats		
LR7.3	Assessment of sites or features of geological interest		
LR21	Heritage Assessment		
LR29	Validation Checklist		

Validation

After having received a planning application, if the aAuthority considers that insufficient information has been provided to make a decision on the application the applicant will be informed as soon as possible that this is the case, setting out what additional information needs to be provided.

In the event that the applicant disagrees with the Authority's authorities request to provide additional information, it is expected that both the applicant and the authority make every effort to resolve the disagreement about the information needed to support a planning application. Informal negotiation is clearly in the interests of both parties.

Pre-application discussions can be a useful way for an applicant and the aAuthority to agree what information is required before an application is submitted. This can help avoid disputes over the information necessary to validate an application and reduce associated delays.

There is a procedure in the Development Management Procedure Order to resolve such disputes. An applicant must first send the aAuthority a notice under article 12 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (an 'article 12 notice'). This

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must set out the reasons why the applicant considers that the information requested by the aAuthority, in refusing to validate the planning application, does not meet the statutory tests.

When the aAuthority receives an article 12 notice, the merits of the applicant's case will be considered as to why the information requested does not meet the statutory tests. The aAuthority will then either issue a 'validation notice', stating that it no longer requires the information specified in the article 12 notice, or a 'non-validation notice' stating that it still requires the applicant to provide the information requested.