

# Planning Services

# Local List of Information Requirements

Approved April 2018

Department for Economy, Transport and Environment  
Economy and Regeneration Division

## 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	<b>Completed Application Form</b>	The Town and Country Planning (Development Management Procedure) (England) Order 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 copy of Derbyshire County Council's Mineral Application Form, available from the county council's website.</p> <p>For on-shore oil and gas development, the standard national</p>	<p><a href="#">National Planning Portal</a></p> <p><a href="#">Derbyshire County Council Website</a></p> <p><a href="#">Planning Practice Guidance Website</a></p>

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				<p>application form, available on the planning portal, should be completed.</p> <p>For applications made under section 96A for non-material amendment(s) 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 submitted to Derbyshire County Council except for the following types:</p> <ul style="list-style-type: none"> <li>Applications for removal or variation of condition(s) following grant of planning permission (Section 73);</li> </ul>	<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 1:10000 for large sites, and clearly show the direction of north. The DMPO 2015 requires three copies plus the original (unless submitted electronically).</p>	<p><a href="#">Planning Practice Guidance Website</a></p>

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			<ul style="list-style-type: none"> <li>Applications for approval of details reserved by condition(s);</li> <li>Applications for non-material amendments following the grant of planning permission (Section 96A).</li> </ul>	<p>The plans should identify sufficient roads and/or buildings on land 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	<b>Ownership Certificates and Notices; and Agricultural Land Declaration</b>	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>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><a href="#">Planning Practice Guidance Website</a></p> <p><a href="#">DMPO</a></p>

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			<p>An Agricultural Land Declaration is <b>not</b> required for the following types of application:</p> <ul style="list-style-type: none"> <li>▪ Approval of reserved matters;</li> <li>▪ Renewal of temporary planning permission;</li> <li>▪ Discharge or variation of conditions;</li> <li>▪ Lawful Development Certificate;</li> <li>▪ Non-material amendment to an existing planning permission.</li> </ul> <p>For 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.</p>	The ownership certificates and declaration (where applicable) are incorporated into the standard national application forms and the Derbyshire County Council Minerals Application Form.	
NR4	<b>Application Fee</b>	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 Planning Practice guidance (PPG).	<a href="#">National Planning Portal Fee Calculator</a>  <a href="#">A Guide to the Fees for Planning</a>

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		Applications, Requests and Site Visits) (England) Regulations 2012, as amended		The Planning Portal includes a fee calculator for applicants. Alternatively please contact the Planning Control Team for advice.	<a href="#">Applications in England</a>  <a href="#">The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012, as amended</a>  <a href="#">Planning Practice Guidance</a>
NR5	<b>Design and Access Statement (DAS)</b>	DMPO	<p>Subject to the exceptions listed below, a DAS is required for any planning application in the categories listed below (only those parts relevant to County Matter applications are included):</p> <ul style="list-style-type: none"> <li>▪ major development, which includes:</li> </ul>	<p>A Design and Access Statement must:</p> <p>(a) explain the design principles and concepts that have been applied to the proposed development; and</p> <p>(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.</p>	<a href="#">Planning Practice Guidance Website</a>  <a href="#">Design and Access Statements: How to write, read and use them – Design Council Website</a>

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			<p>(a) the provision of a building or buildings where the floor space 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"> <li>▪ where any part of the development is in a designated area, developing consisting of:</li> </ul> <p>(a) the provision of one or more dwellinghouses; or</p> <p>(b) relevant to County matters; or</p> <p>(c) 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. For the purpose of DAS, a 'designated area' means a</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>	

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			<p>World Heritage Site or conservation area.</p> <p>A DAS is <b>not</b> required to be submitted if the proposed development is:</p> <ul style="list-style-type: none"> <li>▪ for permission to develop land without compliance with conditions previously attached, made pursuant to section 73 of the Act;</li> <li>▪ engineering or mining operations;</li> <li>▪ of a kind referred to in article 20(1)(b) or (c) of the DMPO—these refer to time limits;</li> <li>▪ for a material change in use of the land or buildings;</li> <li>▪ for development which is waste development.</li> </ul>		



## 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. Nonetheless 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	PPG DMPO		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 demonstrate the existing situation at a site (i.e. 'as existing drawings').	<a href="#">Planning Practice Guidance Website</a>
LR1.1	Site/Block Plans	PPG DMPO	Most development and change of use proposals. Exceptions where block plans are not necessary should be agreed at pre-application discussions.	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:  (a) the direction of North; (b) the proposed development in relation to the site boundaries, with written dimensions including those to the boundaries;	<a href="#">Planning Practice Guidance Website</a>

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				<p>The following items are required to be shown where they influence or could be affected by the proposed development:</p> <ul style="list-style-type: none"> <li>(c) all buildings, roads and footpaths on land adjoining the site including access arrangements;</li> <li>(d) all public rights of way crossing or adjoining the site (e.g. footpath, bridleway, restricted byway or byway open to all traffic);</li> <li>(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 see Tree or Arboricultural Statement (LR6) of the local requirements for more advice/details);</li> <li>(f) the extent and type of any hard surfacing;</li> <li>(g) boundary treatment including walls or fencing where this is proposed;</li> <li>(h) identify connection points for foul and surface waters and any culverted watercourses present</li> </ul>	

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				<p>within the development site (where known);</p> <p>(i) the position and extent of any playing fields.</p>	
LR1.2	<b>Elevation Plans</b>	PPG DMPO	Proposals involving new buildings, structures, plant and machinery, or which would involve a change to the appearance of an existing building etc.	<ul style="list-style-type: none"> <li>▪ Details of the dimensions of the building in metric measurements;</li> <li>▪ Details of all the external materials and finishes with colour (expressed in BS or RAL code);</li> <li>▪ Position and materials of doors and windows;</li> <li>▪ Details of any adjacent buildings and structures.</li> </ul>	<a href="#">Planning Practice Guidance Website</a>
LR1.3	<b>Floor Plans</b>	PPG DMPO	All proposals for new buildings and/or the extension of existing buildings that would create additional floorspace.	<ul style="list-style-type: none"> <li>▪ Details of new walls to be created or existing walls to be lost;</li> <li>▪ Position of window/door openings;</li> <li>▪ Uses of the floorspace, where appropriate.</li> </ul>	<a href="#">Planning Practice Guidance Website</a>
LR1.4	<b>Cross-sections and ground levels</b>	PPG DMPO	All proposals where changes to the existing site/ground levels are proposed or where, although no changes to ground levels are proposed, cross sections would help demonstrate the perspective of the development relative to existing features.	<ul style="list-style-type: none"> <li>▪ Details of changes in site and ground levels and how the development relates to them;</li> <li>▪ The position of adjoining land and development to demonstrate how they relate to the proposal.</li> </ul>	<a href="#">Planning Practice Guidance Website</a>

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LR1.5	Photographs and photo-montages	PPG 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.	<a href="#">Planning Practice Guidance Website</a>
LR2	Planning Statement/ Supporting Statement	DMPO	<p>Most applications except those accompanied by an Environmental Statement under the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (the EIA Regulations).</p> <p><b>Note</b> - 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</p>	<p>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 or elsewhere, but expand on or clarify that information.</p> <p>For example, in proposals by the County Council (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>The statement should consider national and local planning policies</p>	<a href="#">Planning Practice Guidance Website</a>

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			written supporting statement may be helpful to applicants.	<p>that are of direct relevance to the proposal and provide a reasoned assessment of the conformity or otherwise of the proposal with those policies.</p> <p>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.</p>	
LR3	<b>Statement of Community Involvement/ Pre-application engagement</b>	<p>NPPF paragraphs 66 and 188 - 195</p> <p>Localism Act 2011</p> <p>PPG</p>	<p>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 DMPO.</p> <p>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.</p>	An explanation of 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.	<p>Derbyshire Minerals and Waste Development Framework: Statement of Community Involvement 2006</p> <p><a href="#">Planning Practice Guidance Website</a></p>

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LR4	<b>Flood Risk Assessment</b>	NPPF paragraphs 100-104 Derby and Derbyshire Waste Local Plan (DDWLP) Policies W5, W6 and W9. Derby and Derbyshire Minerals Local Plan (DDMLP) Policies MP1 and MP4.	<p>A Flood Risk Assessment will be required for development proposals in areas at risk of flooding. For fluvial (river) and 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"> <li>▪ All development proposals of 1 hectare or greater in Flood Zone 1 (as identified by the Environment Agency);</li> <li>▪ All development proposals for new development in Flood Zones 2 and 3 (including minor development and change of use);</li> </ul>	<p>The assessment should demonstrate how flood risk will be managed now and over the development's lifetime, taking climate change into account, and with regard to the vulnerability of its users (see Table 2 – Flood Risk Vulnerability of the PPG).</p> <p>Flood Risk Assessments should demonstrate compliance with the requirements set out in the Site-Specific Flood Risk Assessment: CHECKLIST of the PPG. 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><a href="#">Planning Practice Guidance Website</a></p> <p><a href="#">Environment Agency guidance and flood maps website</a></p> <p>DEFRA: Sustainable drainage systems non-statutory technical standards</p>

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			<ul style="list-style-type: none"> <li>▪ All development proposals in an area within Flood Zone 1 which has critical drainage problems (as notified to the local planning authority by the Environment Agency);</li> <li>▪ Where proposed development or a change of use to a more vulnerable class may be subject to other sources of flooding.</li> </ul>		
LR5	<b>Foul and Surface Water Drainage Details</b>	1APP Form  NPPF paragraphs 109 and 120  DDWLP Policy W6	For 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.	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.	<a href="#">Planning Practice Guidance Website</a>  Relevant local sewerage company  DEFRA: Sustainable drainage systems non-statutory technical standards

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				<p>Where the development involves the disposal of trade waste or of foul sewage effluent other than to the 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 supplied 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	<b>Tree/ Arboricultural Statement</b>	1APP Form  NPPF paragraphs 109 and 118	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)	<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> <ol style="list-style-type: none"> <li>1. How the proposed development would affect existing trees on or</li> </ol>	BS5837:2012 Trees in Relation to Design, Demolition and Construction – Recommendations <a href="#">Natural England Standing Advice</a>



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			<p>which could affect tree or hedgerow root systems.</p> <p><b>Note</b> – the 1APP form requires the provision of information relating to trees and hedgerows on site where they would be affected by the development either directly or indirectly.</p>	<p>adjacent to the site and justify any trees to be felled due to their condition and/or as a result of the development;</p> <p>2. Methods to be adopted to protect trees during construction and operation;</p> <p>3. Proposals for replacement planting.</p> <p><b>Note</b> – 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>	<p><a href="#">on Species Protection and Standing Advice Tools</a></p>
LR7	<b>Ecology/ Nature Conservation Statement</b>	<p>1APP</p> <p>NPPF Chapter 11</p> <p>DDWLP Policies W5 and W6.</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"> <li>▪ Statutorily or locally designated sites of ecological interest;</li> <li>▪ Areas of priority habitat or other habitat of potentially significant value;</li> </ul>	<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><a href="#">Planning Practice Guidance Website</a></p> <p><a href="#">Natural England Standing Advice on Species Protection and Standing Advice Tools</a></p> <p><a href="#">Natural England Discretionary</a></p>

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			<ul style="list-style-type: none"> <li>▪ Protected or notable species and other species referred to in the NPPF.</li> </ul> <p>Applicants are advised to agree the need for such assessments in pre-application discussions with the County Planning Authority.</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 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><a href="#">Advisory Service (DAS)</a></p> <p>Chartered Institute of Ecology and Environmental Management <a href="#">Guidelines for Preliminary Ecological Appraisal (GPEA)</a></p> <p><a href="#">Institute of Ecology and Environmental Management Guidelines for Ecological Impact Assessment in the United Kingdom 2006</a></p> <p><a href="#">The Conservation of Habitats and Species Regulations 2010</a></p> <p><a href="#">Association of Local Government</a></p>

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					<a href="#">Ecologists – Validation of Planning Applications – Draft June 2007</a>  <a href="#">Biodiversity 2020: A strategy for England’s wildlife and ecosystem services</a>  <a href="#">Government Circular: Biodiversity And Geological Conservation – Statutory Obligations And Their Impact Within The Planning System</a>
LR7.1	<b>Protected and notable species surveys</b>	1APP  NPPF Chapter 11	All applications which have the potential to affect legally protected species, notable species or conservation priority species.	A specific protected species survey and assessment.  The survey should be undertaken in accordance with the criteria outlined in LR7 above. Protected and notable	<a href="#">Natural England Standing Advice on Species Protection and Standing Advice Tools</a>

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		<p>DDWLP Policies W5 and W6.</p> <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>All applications where an initial ecological survey or preliminary ecological 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>species surveys should be no more than two seasons old.</p> <p>The survey must be to an appropriate level of scope and detail and must:</p> <ul style="list-style-type: none"> <li>▪ Record which species are present and identify their approximate numbers;</li> <li>▪ Map their distribution and use of the area, site, structure or feature (e.g. for feeding, shelter, breeding).</li> </ul> <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"> <li>▪ How alternatives designs or locations have been considered;</li> <li>▪ How adverse effects will be avoided wherever possible;</li> <li>▪ How unavoidable impacts will be mitigated or reduced;</li> </ul>	<p><a href="#">Bat Conservation Trust 'Bat Surveys – Good Practice Guidelines'</a></p> <p>Chartered Institute of Ecology and Environmental Management <a href="#">Guidelines for Preliminary Ecological Appraisal (GPEA)</a></p>

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				<ul style="list-style-type: none"> <li>▪ How impacts that cannot be avoided or mitigated will be compensated.</li> </ul> <p>Proposals are to be encouraged that 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.</p>	
LR7.2	<b>Ecological surveys for developments with the potential to affect Designated Sites or Priority Habitats</b>	<p>1APP</p> <p>NPPF Chapter 11</p> <p>DDWLP Policies W5 and W6.</p> <p>DDMLP Policies MP1, MP4 and MP6.</p> <p>Biodiversity and geological conservation: circular 06/2005</p>	<p>All applications which have the potential to affect:</p> <ol style="list-style-type: none"> <li>1. DESIGNATED SITES including: <ul style="list-style-type: none"> <li>▪ Internationally designated sites;</li> <li>▪ Nationally designated sites;</li> <li>▪ Regionally and locally designated sites.</li> </ul> </li> <li>2. PRIORITY HABITATS (Habitats of Principal Importance for Biodiversity under S.41 of the NERC Act 2006).</li> </ol>	<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>	<p>Chartered Institute of Ecology and Environmental Management <a href="#">Guidelines for Preliminary Ecological Appraisal (GPEA)</a></p> <p><a href="#">Institute of Ecology and Environmental Management Guidelines for Ecological Impact Assessment in the United Kingdom 2006</a></p>

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		<p>The Conservation of Habitats and Species Regulations 2010</p> <p>Wildlife and Countryside Act 1981 as amended</p>	<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 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>	<ul style="list-style-type: none"> <li>▪ Record which habitats and features are present on and, where appropriate, around the site;</li> <li>▪ Identify the extent/area/length present;</li> <li>▪ Map their distribution on site and/or in the surrounding area shown on an appropriate scale plan.</li> </ul> <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"> <li>▪ How alternatives designs or locations have been considered;</li> <li>▪ How adverse effects will be avoided wherever possible;</li> <li>▪ How unavoidable impacts will be mitigated or reduced;</li> <li>▪ How impacts that cannot be avoided or mitigated will be compensated.</li> </ul>	<p>Existing environmental information may be available from Local Record Centres, Wildlife Trusts, and Local RIGS Groups.</p> <p>Information on internationally and nationally designated sites can be found at: <a href="http://www.natureonthemap.naturalengland.org.uk/">http://www.natureonthemap.naturalengland.org.uk/</a></p>

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				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) of habitat resource on the site after development.	
LR7.3	<b>Assessment of sites or features of geological interest</b>	1APP  NPPF Chapter 11  DDWLP Policies W5 and W6.  DDMLP Policies MP1 and MP4.  Biodiversity and geological conservation: circular 06/2005	Applications which have the potential to affect designated sites of geological interest, or recognised or potential geological assets including:  1. DESIGNATED SITES including:  <ul style="list-style-type: none"> <li>▪ Internationally and national designated sites of geological interest (geological SSSIs);</li> <li>▪ Regionally and locally designated sites – Regionally Important Geological Sites (RIGS)/Local Geological Sites or Local Nature</li> </ul>	A Geological Survey and Assessment for the relevant feature affected.  A geological survey and assessment may form part of a wider Environmental Impact Assessment.  The survey should be undertaken in accordance with the criteria outlined in LR7 above.  The survey must be to an appropriate level of scope and detail and should: <ul style="list-style-type: none"> <li>▪ Record which features are present on and, where appropriate, around the site;</li> <li>▪ Identify the extent/area/length present;</li> </ul>	<a href="#">The Earth Science Conservation Classification</a>  <a href="#">Government Circular: Biodiversity And Geological Conservation – Statutory Obligations And Their Impact Within The Planning System</a>  <a href="#">GeoConservationUK: The Association of UK RIGS Groups</a>

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			<p>Reserves designated for geodiversity interest.</p> <p>3. OTHER GEOLOGICAL CONSERVATION FEATURES (including sites falling within the categories identified in the Earth Science Conservation Classification):</p> <ul style="list-style-type: none"> <li>▪ Exposure or Extensive Sites</li> <li>▪ Integrity Sites</li> <li>▪ Finite Sites</li> </ul> <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>	<ul style="list-style-type: none"> <li>▪ Map their distribution on site and/or in the surrounding area shown on an appropriate scale plan.</li> </ul> <p>The assessment should identify and describe potential impacts, both direct and indirect, likely to harm the designated sites or geological features. Where harm is likely, evidence must be submitted to show:</p> <ul style="list-style-type: none"> <li>▪ How alternative designs or locations have been considered;</li> <li>▪ How adverse effects will be avoided wherever possible;</li> <li>▪ How unavoidable impacts will be mitigated or reduced;</li> <li>▪ How impacts that cannot be avoided or mitigated will be compensated.</li> </ul> <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</p>	



Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
				the geological resource after development.	
LR8	<b>Landscape and Visual Impact Assessment Statement</b>	1APP  NPPF chapter 11  DMPO  DDWLP Policies W5 and W7  DDMLP Policies MP1 and MP4	All developments involving surface mineral extraction and related structures, waste disposal developments, the construction of large buildings and structures and remediation schemes and applications that could adversely affect all heritage assets.	<p>A landscape and visual assessment of the existing site and surrounding area identifying the landscape character and type and the visual receptors.</p> <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, spacing, 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><a href="#">Planning Practice Guidance Website</a></p> <p>Guidelines for Landscape and Visual Impact Assessment - Landscape Institute 2013</p> <p><a href="#">Derbyshire Landscape Character Assessment</a></p> <p><a href="#">Natural England Guidance – Natural environment (landscape pages) (Ministry of Housing, Communities and Local Government January 2016)</a></p>

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					<a href="#">National Character Area profiles: data for local decision making</a>
LR9	<b>Landscaping Scheme</b>	DMPO  DDWLP Policy W7  DDMLP Policies MP1 and MP4	All proposals where new or replacement landscaping is proposed as part of the development.  <b>Note</b> - 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.	Details should include a plan detailing 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	<a href="#">Planning Practice Guidance Website</a>  <a href="#">Derbyshire Landscape Character Assessment</a>

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				agree this with the planning authority prior to submission.	
LR10	<b>Hydrology/ Hydrogeology Statement</b>	NPPF Chapter 11  DDWLP Policies W4, W5 and W6  DDMLP Policies MP1 and MP4  Water Framework Directive	All developments which involve disturbance to the ground that could affect the water table and the movement of water under and around the site or involves the use of materials and processes that could result in pollution of the water environment.	An assessment of the water environment around the site and the impact that the development could have on both the movement of water 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.	<a href="#">Planning Practice Guidance Website</a>
LR11	<b>Contaminated Land Assessment</b>	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.	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.	<a href="#">Planning Practice Guidance Website</a>  Environment Agency <a href="#">Land contamination: technical guidance</a> <a href="#">Environmental Protection Act 1990: Part 2A Contaminated Land Statutory Guidance</a>

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				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 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	<b>Transport Assessment or Statement</b>	NPPF paragraph 32  DDWLP Policies W2 and W8  DDMLP Policy MP5	All proposals which would generate significant amounts of new or additional traffic or include the provision of a new or amended site access.  The form and detail required will depend on the significance of the transport implications.  In determining whether a Transport Assessment or Statement will be needed for a proposed development, the following will be taken into consideration:	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.  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	NPPF Paragraphs 29 - 41  <a href="#">Planning Practice Guidance Website</a>  Institute of Environmental Management and Assessment Guidelines for the Environmental Assessment of Road Traffic 2004

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			<ul style="list-style-type: none"> <li>▪ the Transport Assessment and Statement policies (if any) of the Local Plan;</li> <li>▪ the scale of the proposed development and its potential for additional trip generation (smaller applications with limited impacts may not need a Transport Assessment or Statement);</li> <li>▪ existing intensity of transport use and the availability of public transport;</li> <li>▪ proximity to nearby environmental designations or sensitive areas;</li> <li>▪ impact on other priorities/ strategies (such as promoting walking and cycling);</li> <li>▪ the cumulative impacts of multiple developments within a particular area; and</li> <li>▪ whether there are particular types of impacts around which to focus the Transport Assessment or</li> </ul>	<p>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 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><a href="#">Derbyshire Local Transport Plan 2011 - 2026</a></p> <p>The Environmental Noise (England) Regulations 2006, as amended</p> <p><a href="#">Transport evidence bases in plan making and decision taking (Ministry of Housing, Communities and Local Government March 2015)</a></p>

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			Statement (e.g. assessing traffic generated at peak times).		
LR13	<b>Travel Plan</b>	NPPF Paragraph 36  Derbyshire Local Transport Plan policy TLA7	All applications which are accompanied by a Transport Statement (see LR12 above).  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.  Any proposal at a County Council establishment that would affect the provisions of an existing Travel Plan.	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.  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.	NPPF Paragraphs 29 - 41  <a href="#">Derbyshire Local Transport Plan 2011 - 2026</a>  <a href="#">Planning Practice Guidance Website</a>
LR14	<b>Parking Provision</b>	NPPF Paragraph 39	All proposals requiring the provision of new and additional parking facilities or ones which	An assessment of the parking requirements of the proposal and how that provision would be accommodated. The statement	<a href="#">6Cs Design Guide: Off-street parking standards</a>

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			would result in the loss of existing parking provision.	should, where necessary, provide details of the existing parking provision and how the requirements of the new development relate to it.	
LR15	<b>Public Rights of Way</b>	1APP Form  The Town and Country Planning Act 1990 Part X Highways  Road Traffic Regulation Act 1984	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.	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.  <b>Note</b> - 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.	<a href="#">Derbyshire County Council website</a>  Derbyshire County Council Public Rights of Way section.
LR16	<b>Noise Assessment</b>	NPPF paragraphs 123 and 144  National Planning Policy	All developments which generate noise to a level that could potentially create a nuisance to neighbours. This would include all surface mineral extraction and	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	<a href="#">Planning Practice Guidance Website</a>  <a href="#">Noise Policy Statement for England</a>

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		<p>for Waste (NPPW)</p> <p>DDWLP policy W6</p> <p>DDMLP policy MP1</p>	<p>associated developments of ancillary plant and recycling operations, waste management developments and school/college proposals where community use outside normal school hours is proposed.</p>	<p>describe the existing noise levels in the area, noise sources arising from the development and the level of 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.</p>	<p>BS7445-1:2003 Description and Measurement of Environmental Noise 2003 (see also BS7445-2:1991 and BS7445-3:1991)</p> <p>BS4142:2014 Methods for rating and assessing industrial and commercial sound.</p> <p>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.</p> <p>Institute of Acoustics</p>



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					<a href="#">ETSU R 97 – The Assessment and Rating of Noise from Wind Farms</a>
LR17	<b>Dust Assessment</b>	NPPF Paragraph 144 NPPW DDWLP policy W6 DDMLP policy MP1	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.	A dust assessment study should: <ul style="list-style-type: none"> <li>Establish baseline conditions of existing dust climate around the site of the proposed operations;</li> <li>Identify site activities that could lead to dust emission without mitigation;</li> <li>Identify site parameters which may increase potential impacts from dust;</li> <li>Recommend mitigation measures, including modification of site design;</li> <li>Make proposals to monitor and report dust emissions to ensure compliance with appropriate environmental standards and to enable an effective response to complaints.</li> </ul>	<a href="#">Planning Practice Guidance Website</a> <a href="#">Guidance on the Assessment of Mineral Dust Impacts for Planning (IQAM May 2016)</a>
LR18	<b>Air Quality Assessment and Emissions</b>	NPPF paragraphs 124 and 144	<b>Geographic location(s)</b> - 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 the air quality of the area, the scale	NPPF paragraphs 109 - 125

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		NPPW DDWLP policy W6 DDMLP policy MP1	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.  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 <b>received</b> risk to human life.	and 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.	<a href="#">Air Quality Standards Regulations 2010</a>  Information on the location of AQMA can be found via the DEFRA website ( <a href="http://aqma.defra.gov.uk/aqma/maps.php">http://aqma.defra.gov.uk/aqma/maps.php</a> ) or by contacting the Environmental Health Officer of the relevant district councils  <a href="#">Planning Practice Guidance Website</a>  <a href="#">Air pollution information service (APIS)</a>
LR19	<b>Odour Assessment</b>	NPPF paragraphs 124 and 144 NPPW	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	<a href="#">Planning Practice Guidance Website</a>  <a href="#">Environment Agency</a>

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		DDWLP policy W6	mechanical biological treatment facilities, outdoor storage and processing of waste materials, and for site remediation schemes that involve the movement and processing of odour emitting substances.	<p>not to give rise to adverse impacts on the amenity of the environment and neighbouring properties.</p> <p>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.</p>	<a href="#">Guidance on the assessment of odour for planning (IAQM May 2014)</a>
LR20	<b>Bioaerosol Assessment</b>	<p>NPPF paragraphs 124 and 144</p> <p>NPPW</p> <p>DDWLP policy W6</p>	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.	<p><a href="#">Planning Practice Guidance Website</a></p> <p><a href="#">Environment Agency</a></p>
LR21	<b>Heritage Impact Assessment</b>	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,	<a href="#">Planning Practice Guidance Website</a>

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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"> <li>▪ Applications affecting a Conservation Area or the setting of a Listed Building or a world heritage site;</li> <li>▪ Mineral workings;</li> <li>▪ Other developments involving excavations and disturbance to the ground in areas of potential Archaeological interest.</li> </ul>	<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. The results should be incorporated into the assessment and</p>	<p>NPPF paragraphs 126 - 141</p> <p><a href="#">Mineral Extraction and Archaeology: a Practice Guide (2008)</a></p> <p>Derbyshire County Council Design and Conservation Team</p> <p><a href="#">Derwent Valley Mills World Heritage Site Management Plan 2013 - 2018</a></p> <p><a href="#">English Heritage Conservation Principles 2008</a></p> <p><a href="#">Historic England The Setting of Heritage Assets</a></p>

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			<p><b>Note</b> - 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 established 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>	
LR22	<b>Lighting Assessment</b>	<p>NPPF paragraph 125</p> <p>DDWLP Policy W6</p> <p>DDMLP Policy MP1</p>	<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).</p>	<p>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 neighbouring properties. The assessment of potential impact should include the impact on any sensitive biodiversity feature where</p>	<p><a href="#">Planning Practice Guidance Website</a></p> <p><a href="#">CIBSE Lighting Guides</a></p> <p>BS5489 Part 10 Lighting of urban centres and public amenity areas</p> <p><a href="#">Institution of Lighting Professionals (ILP) website (Resources)</a></p>

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				relevant and protected species such as bats.	
LR23	<b>Waste Management Statement</b>	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	<b>Recreation/ Open Space Statement/ Green Infrastructure Provision</b>	NPPF paragraphs 73 - 74	<p><b>Geographic location(s) -</b> 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, details of the replacement facility should be provided, including details of construction and future maintenance	<p>NPPF paragraphs 69 - 78</p> <p>Sport England – Planning for sport <a href="http://www.sportengland.org/facilities-planning/planning-for-sport/">http://www.sportengland.org/facilities-planning/planning-for-sport/</a></p> <p><a href="#">Natural England's Accessible Green Space Standards (ANGST)</a></p> <p><a href="#">Natural England Linking People with Their Natural Environment pages</a></p>

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				<p>(where appropriate, e.g. football pitches).</p> <p>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 should be provided.</p>	

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LR25	<b>Community Use Statement</b>	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	<b>Draft Planning Obligation</b>	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  <a href="#">Planning Practice Guidance Website</a>
LR27	<b>Ground Stability Report/ Mining Risk Assessment</b>	NPPF paragraphs 120 - 121	<b>Geographic location(s)</b> – Sites which fall within the Coal Authority defined High Risk Development Area (but recommended for all sites within former coalfield areas).	A report to assess the history of coal mining legacy in the area and how it could affect the proposed development. It should include recommendations to address the potential risks posed to the development by past mining activity.	<a href="https://www.gov.uk/coal/property-development">https://www.gov.uk/coal/property-development</a>



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			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.		
LR28	<b>Soil Assessment</b>	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"> <li>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;</li> <li>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;</li> <li>(The agricultural land classification and soil survey should normally be at a detailed level, e.g. one auger boring per</li> </ul>	<a href="http://www.magic.gov.uk">www.magic.gov.uk</a>  <a href="#">Technical Information Note 049 - Agricultural Land Classification: protecting the best and most versatile agricultural land</a>  <a href="#">Defra Construction Code of Practice for the Sustainable Use of Soil on Development Sites</a>  <a href="#">DEFRA Good practise guide for handling soils</a>

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				<p>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"> <li>▪ Details of how any adverse impacts on soils can be minimised.</li> </ul>	<a href="#">DEFRA guidance for successful reclamation of mineral and waste sites</a>
LR29	<b>Economic Statement</b>	NPPF paragraphs 18-22, 28	All applications which are aimed at regeneration, create new employment uses or result in the loss of existing employment uses, or change 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, Parish/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><a href="#">Planning Practice Guidance Website</a></p>

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				<ul style="list-style-type: none"> <li>▪ Evidence that the site has been marketed;</li> <li>▪ Evidence of why the site is no longer capable of offering accommodation for employment uses;</li> <li>▪ Evidence of why the use of the site for employment purposes raises unacceptable environmental problems;</li> <li>▪ 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.</li> </ul>	
LR30	<b>Climate Change/ Energy Statement/ Renewable Energy/ Sustainability Statement</b>	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 sustainable design and construction	NPPF  <a href="#">Planning Practice Guidance Website</a>  <a href="#">BREEAM</a>  <a href="#">Solar parks: maximising environmental benefits (TIN101)</a>

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
				<p>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' 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 waste.</p>	<p><a href="#">Bats and onshore wind turbines (Interim guidance) (TIN051)</a></p> <p><a href="#">Bats and single large wind turbines: Joint Agencies interim guidance (TIN059)</a></p> <p><a href="#">Assessing the effects of onshore wind farms on birds (TIN069)</a></p>
LR31	Health Impact Assessment	NPPF	Strategic/major sites where there are environmental	The assessment should:	NPPF

Ref No.	Information Item	Driver	Types of Application that Require this Information	What Information is Required	Further Guidance
			impacts that may affect the health and wellbeing of the local population.	<ul style="list-style-type: none"> <li>Identify the potential health consequences of the proposed development on various population groups;</li> <li>Demonstrate whether and to what extent, the development would have an impact (both positive and negative) on the local residents and future site users.</li> </ul>	<p>Planning Practice Guidance</p> <p><a href="#">Department of Health – Health Impact Assessment</a></p>
LR32	<b>Validation Checklist</b>		All applications submitted to Derbyshire County Council.	A completed checklist relevant to the type of application being submitted.	

## Acronyms used in the Local List

<b>1APP</b>	is the acronym for the standard planning application form introduced by the Government
<b>AQMA</b>	Air Quality Management Area
<b>BS</b>	British Standard
<b>CIBSE</b>	Chartered Institute of Building Service Engineers
<b>DAS</b>	Design and Access Statement
<b>DDMLP</b>	Derby and Derbyshire Minerals Local Plan
<b>DDWLP</b>	Derby and Derbyshire Waste Local Plan
<b>DEFRA</b>	Department for Environment, Food and Rural Affairs
<b>DMPO</b>	The Town and Country Planning (Development Management Procedure) (England) Order 2015
<b>EIA</b>	Environmental Impact Assessment (from the Town and Country Planning (Environmental Impact Assessment) Regulations 2017)
<b>FRA</b>	Flood Risk Assessment
<b>HER</b>	Historic Environment Record
<b>HIA</b>	Heritage Impact Assessment
<b>IEEM</b>	Institute of Ecology and Environmental Management
<b>NPPF</b>	National Planning Policy Framework
<b>NPPW</b>	National Planning Policy for Waste

- OUV** Outstanding Universal Value
- PPG** Planning Practice Guidance
- RIG** Regionally Important Geological Site
- SAC** Special Area of Conservation
- SPA** Special Protection Area
- SSSI** Site of Special Scientific Interest
- SuDS** Sustainable Drainage Systems
- TPO** Tree Preservation Order

## 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)		



## 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		
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		

## 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		

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

## 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		

## 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 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		
LR1.4	Cross-sections and Ground Level Plans		
LR1.5	Photographs/Photomontages		
LR2	Supporting Statement		
LR32	Validation Checklist		

## Validation

After having received a planning application, if the authority 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 and clarification will be given on what additional information needs to be provided.

In the event that the applicant disagrees with the authority's 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 authority 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 authority a notice under [article 12 of the Town and Country Planning \(Development Management Procedure\) \(England\) Order 2015](#) (an 'article 12 notice'). This must set out the reasons why the applicant considers that the information requested by the authority in refusing to validate the planning application does not meet the [statutory tests](#).

When the authority 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 authority 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.