

For: PLANNING AND REGULATION COMMITTEE – 9 December 2019

By: DIRECTOR FOR PLANNING AND PLACE

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| Update to Local List of Information Requirements for Validation of Planning and Related Applications |
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Divisions Affected: All

Contact Officer: Mary Hudson **Tel:** 07393 001 257

Recommendation

It is **RECOMMENDED** that:

- (a) the draft revised Local List of Information Requirements as set out at Annex 1 to this report be subject to a three-week period of public consultation;
- (b) if after that period and following further consultation with the Chairman and Deputy Chairman of the Planning & Regulation Committee, it was considered that no significant changes were required to the draft revised Local List of Information Requirements then the Director for Planning and Place be authorised to adopt and publish that list,
- (c) if, however, after that period and following further consultation with the Chairman and Deputy Chairman of the Planning & Regulation Committee, it was considered that significant changes were required to the draft revised Local List of Information Requirements, the matter be reported back to the Planning and Regulation Committee for further consideration.

Introduction

1. It is a statutory requirement that the Local List of Information Requirements for the Validation of Planning and Related Applications (the Local List) is updated at least every two years. If it has not been revised within two years, then it cannot be used for the purposes of validating planning applications.
2. Planning and Regulation Committee considered the current Local List on 16 October 2017 and resolved to adopt and publish the list following a

period of public consultation and further consultation with the Chairman and Deputy Chairman of the Planning & Regulation Committee. The consultation was held in February and March 2018 and the current Local List was published on the website in March 2018. Therefore, it is due for updating by March 2020.

3. The list has been reviewed following an informal consultation with internal consultees. There have been no significant changes to the drivers for individual items on the list; therefore, no major changes are necessary to the items on the list. No new items are proposed for this list and the proposed modifications are minor changes to the detail in the supporting text.

Proposed Modifications

4. The proposed revised Local List is provided at Annex 1. For comparison, the existing Local List is available on the website: <https://www2.oxfordshire.gov.uk/cms/sites/default/files/folders/documents/environmentandplanning/planning/planningpolicy/ValidationChecklist.pdf>
5. No additional items are proposed for inclusion in the revised checklist.
6. Proposed changes to the supporting text would include:
 - Update to the sections on requirements for Heritage and Archaeological Statements, to refer to a Written Scheme of Investigation rather than a brief. This is following the advice of the archaeology team.
 - Update to the section on Landscape and Visual Impact Assessment to clarify when this will be required and what should be included and to the section on Landscaping Schemes to confirm what these should include, following advice from Oxfordshire County Council's Landscape Specialist, which is a new role since the current version of the list was adopted.
 - Minor additions to the supporting text in relation to the requirements for an Aftercare and Restoration scheme, to include reference to enhancement of the soil ecosystem and to set out the requirements for a Restoration Plan.
 - Additional text and links in the section on Outdoor Lighting Schemes, to refer to fact that Areas of Outstanding Natural Beauty (AONB) are particularly sensitive to light pollution.
 - Updates to the section on the Statement of Community Involvement (SCI), to reflect that a revised SCI is due to be published in December 2019.
 - The section on Tree Surveys, Hedgerow Surveys and Arboricultural Statements has been re-written by the officer currently responsible for considering these matters when applications are assessed.

7. There would also be further minor changes to remove or update broken weblinks and update references to legislation, policy and guidance which have been superseded or updated. For example, the NPPF has been revised since the current Local List was adopted and therefore NPPF paragraph references will need to be updated. Typos would be corrected, and the layout improved.

Consultation

8. The National Planning Policy Guidance (NPPG) advises that when reviewing its Local List, local planning authorities should consult on any proposed changes. Where no changes are necessary, an announcement to this effect should be placed on the website and the previous Local List should be republished.
9. It is proposed that there should be a 21-day consultation on the decision to republish the existing local list with a minor change to information requirements and minor changes to the text. This consultation would include local Parish Councils and Parish Meetings, organisations who are consulted on planning applications and applicants and agents. This would allow an opportunity for anyone who felt that there should be any changes to the Local List to propose those changes for consideration.

Conclusions

10. It is not anticipated that any major changes will come out of the proposed consultation on the review of the Local List, as there have been no significant changes in policy since the document was last revised in March 2018. However, should any significant changes arise out of the consultation, the matter would be reported back to Planning & Regulation committee.

SUE HALLIWELL
Director for Planning and Place

November 2019