

For: PLANNING AND REGULATION COMMITTEE – 16 OCTOBER 2017

By: DIRECTOR FOR PLANNING AND PLACE

Update to Local List of Information Requirements for Validation of Planning and Related Applications

Divisions Affected: All

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

Recommendation: It is recommended that the revised Local List of Information Requirements for the Validation of Planning and Related Applications be subject to a consultation period of three weeks.

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 resolved to adopt the current Local List on 19 October 2015 and it was published on the website in January 2016. Therefore, it is due for updating by January 2018.
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. The only new item on the list is the requirement for a drainage strategy. Other proposed modifications are minor changes to the detail in the supporting text.

Proposed Modifications

4. The proposed revised Local List is provided in Annex 1. For comparison, the existing Local List is available on the website: <https://www.oxfordshire.gov.uk/cms/sites/default/files/folders/documents/environmentandplanning/planning/forms/ValidationChecklist.pdf>

5. One additional item is included in the revised checklist. This is the requirement for a drainage strategy, as required by Transport Development Control. Requiring this information at the validation stage would avoid delays in processing the application.
6. Proposed changes to the supporting text would include:
 - Minor changes to update the supporting text on what should be included in an outdoor lighting scheme.
 - Minor changes to the supporting text on the requirements for a biodiversity assessment, including reference to the policy requirement for developments to deliver a net gain in biodiversity and to encourage the use of a biodiversity impact calculator.
 - Changes to the text about the requirement for a Landscape and Visual Impact Assessment, to re-order the information, remove the need for a significant effect to be the criterion to initiate the need for an assessment, distinguish between impacts and effects, widen the scope of plans which might require assessment and amend reference to visibility to 'setting' in respect of AONBs.
 - Minor amendments to the text in respect of Transport Statement/ Assessment requirements to include more detail of requirements and remove the need for a significant effect to be the criterion to initiate the need for an assessment.
7. There would also be minor changes to remove or update broken weblinks, update references to legislation, policy and guidance which have been superseded. 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 January 2016. However, should any significant changes arise out of the consultation, the matter could be reported back to Planning & Regulation Committee.

Recommendation

11. 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.

SUE HALLIWELL
Director for Planning and Place

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