

Table Two – Local Validation Checklist

2.0	Local Requirement	When is this required? Type of application/location	What is required?	National/ Local Policy
2.1	Affordable Housing Statement	Planning applications for sites of 10 or more dwellings or where the site area is 0.5 hectares or more.	A statement should be submitted demonstrating compliance with Policy HG4 (Affordable Housing) including parts 4 and 5. This can be included in other documents such as planning statements or in design and access statements but needs a clear reference by way of headings etc.	Local Plan Policy HG4 NPPF Para 65
2.2	Air Quality Assessment	All Major Developments	Where proposals might lead to a significant deterioration in air quality, or national air quality objectives will be exceeded, an Air Quality Assessment must be provided in accordance with Policy SU5.	Local Plan Policy SU5
2.3	Biodiversity/ Ecology Survey Report	Any development on or adjacent to designated nature conservation sites (including Local Wildlife Sites) or developments which will result in the disturbance of wildlife habitats including semi-natural open space and buildings with bat roost potential. This includes for all Major developments.	Ecological survey reports should include a description of the proposal; desk study and field survey (extended Phase 1 habitat survey and detailed species surveys as necessary relating to the site and adjacent area likely to be affected by the proposals). Evaluation of features and assessment of the likely impacts of the proposal; discussion of mitigation, compensation and enhancement measures should be included within the report with reference to part 15 of the NPPF. Surveys should be undertaken at the appropriate time(s) of the year, to an approved methodology and by a suitably qualified person. Natural England Magic Mapping information can be found here: http://www.natureonthemap.naturalengland.org.uk/	Local Plan Policy EN4 NPPF Part 15

			<p>If there is a requirement for the removal of trees and hedges then a compliance methodology statement should be completed which sets out the following points:</p> <ul style="list-style-type: none">• Details of any hedges and trees to be removed.• Where netting of hedges and trees is necessary ensuring that the hedge and tree removal is completed outside of the nesting season (September – February).• That a trained ecologist ensures the correct netting is fitted in a way that wildlife cannot get through or behind the netting.• Arrangement for the checking of netting to ensure wildlife is not trapped on a daily basis	
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2.4	Biodiversity Metric and Biodiversity Management Plan	All major development proposals of 10 or more dwellings, more than 0.5 hectares of land or 5,000sqm.	<p>A Biodiversity Metric should be submitted in accordance with DEFRA's latest biodiversity metric. An accompanying statement should also be submitted explaining the relevant inputs and metric score.</p> <p>The expectation is that Bio-diversity Net Gain is secured within the development site in accordance with the 'Mitigation Hierarchy'. The hierarchy sets out the preferred approach to delivery of BNG in sequential order:</p> <ol style="list-style-type: none"> 1. Avoid harm to biodiversity. 2. Minimise harm and address issues on-site where impacts are unavoidable. 3. Compensation off site. Where impacts cannot be avoided or minimized on site compensation should be delivered offsite and should be encouraged to contribute the Nature Recovery Network. <p>In exceptional cases, where 10% BNG cannot be achieved on site, the applicant may explore measures for the creation of compensatory biodiversity units on separate land to the application site. This is known as biodiversity offsetting. Planning Practice</p>	<p>Local Plan Policy EN4</p> <p>Part 15 of the NPPF</p>
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			<p>Guidance indicates that such off-site measures can be secured on other land in the control of the developer or other party or through 'habitat banks' which comprise areas of enhanced or created habitats which generate biodiversity unit 'credits'.</p> <p>The Biodiversity Net Gain Metric should also be accompanied by a Bio-diversity Management Plan (BMP) to set out goals for biodiversity (species and habitats), the means by which these goals will be achieved, their maintenance and monitoring. Planning conditions or section 106 legal agreements will be used to ensure compliance with the BMP.</p>	
2.5	Building for a Healthy Life Assessment	All Major Developments	<p>An assessment should be submitted showing how the development accords with the criteria set out within the Building for a Healthy Life design tool kit found here: 14JULY20 BFL 2020 Brochure 3.pdf (udg.org.uk)</p>	Local Plan Policies SS1; HG1; HG3; EN5
2.6	Coal Risk Assessment	If the site lies within a Coal Mining referral area you may have to carry out a Risk Assessment.	<p>It is important to note that a Coal Mining Report is not sufficient, the assessment must be carried out based on the findings within the report.</p> <p>Guidance on Coal Risk Assessments can be found here: https://www.gov.uk/guidance/planning-applications-coal-mining-risk-assessments</p>	Local Plan Policy SU5

2.7	Design Code	Large Scale Major Application.	All large scale major applications should be supported by a design code. This shall be devised through pre-application engagement with the Council and potentially with an external design review.	Policy EN5 NPPF Part 12.
2.8	Environmental Statement (EIA)	<p>Developments that are likely to have a significant effect on the environment by virtue of their nature, size and location and are listed under Schedule 1 of the EIA regulations.</p> <p>Those developments included in Schedule 2 of the EIA Regulations may also require an EIA.</p>	<p>The Town & Country Planning (Environmental Impact Assessment) Regulations, as amended, set out the circumstances in which an Environmental Impact Statement (EIA) is required. An EIA may obviate the need for more specific assessments.</p> <p>The developer should request a 'screening opinion' (all applications over 0.5ha) from the local planning authority before submitting an application.</p>	Town and Country Planning (Environmental Impact Assessment) Regulations 2017
2.9	External Lighting Scheme	If floodlighting or external lighting is proposed on a site adjacent to a residential property, outside the urban boundary, adjacent or within a Conservation Area or adjacent/on a Listed Building and buildings within the town centres.	<p>A technical specification, layout plan/lighting orientation plan, with beam orientation and a schedule of the equipment in the design shall be submitted.</p> <p>Hours of operation and details of lighting spill (to include a polar luminance diagram based on vertical luminance at the nearest sensitive premises) shall be submitted with the applications.</p> <p>The external lighting scheme may also be required to take into account the ecological constraints e.g. bat commuting corridors.</p>	Local Plan Policies SU5 and EN5

2.10	Flood Risk Assessment and Drainage Strategy	<p>All Major Developments;</p> <p>All developments in Floodzone 1 when:</p> <ul style="list-style-type: none"> • The site is 1 hectare or greater; • The site is less than 1 hectare but has critical drainage problems; • The site is less than 1 hectare and includes the change of use of development type to a more vulnerable class where they can be affected by sources of flooding other than rivers and sea (e.g. surface water, drains); <p>All new built development within Flood Zones 2 and 3.</p>	<p>Site Specific Flood Risk Assessment (FRA) - where one is required under the National Planning Policy Framework. Advice from national government is provided here https://www.gov.uk/guidance/flood-risk-and-coastal-change</p> <p>For Flood Zones 2 & 3 the applicant must address requirement for Flood Risk sequential test/exception test as set out in NPPF & PPG.</p> <p>The FRA should identify opportunities to reduce the probability and consequences of flooding and should include the design of surface water management systems including Sustainable Drainage (SuDS).</p>	<p>Local Plan Policy SU4</p> <p>Part 14 of the NPPF</p>
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2.11	Head of Terms Section 106	<p>All Major Developments.</p> <p>Sites above 0.5 hectares (Affordable Housing).</p>	<p>A letter agreeing the Heads of Terms, up to date title deeds and solicitors contact details.</p> <p>Early drafting of the section 106 agreement is encouraged unless pre-application advice indicates otherwise.</p> <p>The relevant Section 106 Agreement may also need to include a local labour agreement in accordance with Policy IM1</p> <p>The information should be drawn up in accordance with the Councils Planning Obligations SPD.</p>	Local Plan Policy IM1
2.12	Health Impact Assessment	<p>A. residential development of 50 dwellings or more;</p> <p>B. non-residential developments of 5,000 square metres or more; and</p> <p>other developments which are likely to have a significant impact on health and wellbeing.</p>	Where a significant adverse impact is identified through a Health Impact Assessment, measures to substantially mitigate the impact will be required.	<p>Local Plan Policy SS1; HG1; HG3; EN5</p> <p>NPPF Part 8</p>

2.13	Heritage Statement / Archaeology Assessment	<p>Heritage Statement All development proposals which will/may impact designated Heritage Assets and/or their settings (including conservation areas, locally listed buildings and Scheduled Ancient Monuments).</p> <p>Archaeology Assessment</p> <p>Applications for major development; Applications for development known to be on or adjacent to a heritage asset of archaeological interest.</p>	<p>A Heritage Statement should describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the importance of the asset.</p> <p>Where relevant, heritage statements should be supported by photographs, phasing plans, historic photographs or drawings, historic maps and other relevant sources. A structural survey may also be required in support of any demolition works.</p> <p>As a minimum an archaeological desk-based assessment should be submitted and where appropriate, a suitable field evaluation that includes any assessment of the character, condition and extent of any archaeological remains</p>	<p>Local Plan Policies SS1; EN5 and EN6</p> <p>NPPF Part 16</p>
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2.14	Land Contamination Assessment	<p>New developments on former petrol filling stations, former landfill sites and former industrial sites.</p> <p>Development with a vulnerable end user (e.g. residential development).</p> <p>Development if there are known contamination issues associated with the site or the surrounding sites (e.g. if site or surroundings had a former industrial use).</p>	<p>A survey of the site will be required to establish the degree of contamination and remedial measures that will be required. As a minimum, a desk study and site walkover report should be submitted.</p> <p>Stages of survey required for planning applications with possible land contamination should include:</p> <ul style="list-style-type: none"> • Desk Top Study • Site Investigation/Detailed Investigation • Remediation Strategy/Validation Report (including a methodology for dealing with unforeseen contamination during the excavation/construction periods). <p>Also note that much of the district is located on a principle aquifer where groundwater is sensitive to pollution. All previous and future uses of a development site must be investigated to determine whether there is potential to cause contamination to groundwater.</p>	Local Plan Policy SU5
2.15	Landscape and Visual Impact Assessment (LVIA)	All major developments outside major urban area.	A landscape and visual impact assessment is required for all major developments outside of the urban area in accordance with Policy EN1.	Local Plan Policy EN1 NPPF Paragraph 174

2.16	Masterplan	Sites of 5ha or more or 150 dwellings or more.	<p>On large sites (of five hectares or more or 150 dwellings or more) a masterplan for the whole site will be required to be submitted as part of any planning application, in accordance with the Masterplanning requirements within Appendix 8 of the Local Plan.</p> <p>For large, allocated sites which may be developed in phases, it is important that we are able to assess how the whole scheme works as one. This includes ensuring that open space contributes to the wider green infrastructure network, any cumulative infrastructure requirements can be delivered and access arrangements are suitable for the total scale of development.</p>	Local Plan Policy EN5
2.17	Minerals Statement	Major Applications in Mineral Safeguarding and Consultation Areas as set out in the Staffordshire Minerals Local Plan (2015-30)	<p>Development within minerals safeguarding areas will have to demonstrate that mineral resources of economic importance will not be needlessly sterilised as a result of the development and that the development would not pose a serious hindrance to future extraction in the vicinity.</p> <p>Where this cannot be demonstrated, and where there is a clear and demonstrable need for the non-minerals development, prior extraction will be sought where practicable</p>	Local Plan Policy SU5

2.18	Noise Impact Assessment	Instances where the development would generate significant levels of noise or vibration in relation to residential and commercial properties, or it proposes a noise sensitive use in proximity to a known noise source.	<p>An assessment of the source and the impact together with any necessary mitigation measures to reduce disturbance due to noise or vibration to acceptable levels.</p> <p>The noise assessment should be prepared by a suitably qualified acoustician and demonstrate that there is sufficient sound insulation (or other mitigation) to avoid any harm amenity.</p>	Local Plan Policy EN5
2.19	Planning Statement including Statement of Community Involvement	<ul style="list-style-type: none"> • All major development • Proposals for leisure and visitor facilities (Policy EC5). • Development proposals that involved the loss of existing facilities (e.g. pub, church community centres etc.) (Policy SU6). 	<p>The planning statement should:</p> <ul style="list-style-type: none"> ○ Identify the context and need for the proposed development; ○ Assess how the proposed development accords with relevant national and local policies; ○ Show how the application has been informed by local community engagement and any amendments that have resulted from such local consultation. <p>Certain types of applications, as detailed in the previous column, will require a planning statement containing specific information to address the relevant policy requirements within the local plan. The applicant is advised to read the relevant policies and submit appropriate information in accordance with them.</p>	All Policies

2.20	Renewable Energy Statement	<ul style="list-style-type: none"> Major applications and all applications for renewable energy production. 	A statement should be submitted showing how the relevant measures detailed in policy SU3 have been considered/incorporated.	Local Plan Policy SU3 NPPF Part 2 and 14
2.21	Secured by Design Assessment	<ul style="list-style-type: none"> All Major Applications. 	A statement should be submitted assessing the scheme against secured by design principles and what measures have been undertaken to reduce crime and fear of crime.	Local Plan Policy EN5
2.22	Sequential Test and/or Retail Impact Assessment	<p>Sequential Test Planning applications for main town centre uses which are neither in an existing centre nor in accordance with the local plan.</p> <ul style="list-style-type: none"> Retail Impact Test Retail and leisure developments over 500 sqm (net) which are proposed in edge of centre and out of centre locations and which are not allocated in the Local Plan. 	<p>Sequential Test The assessment should be prepared in accordance with national guidance and look at the availability of sites within the main town centre and other centres identified within the local plan. Only then should edge of centre and out of centre sites be considered. Details of the availability of other sites closer to a centre will be required together with reasons these sites were discounted. Evidence should be provided to show that there are no sequentially preferable sites.</p> <p>Retail Impact Test A retail impact assessment will be required in accordance with planning practice guidance. This will be required to be assessed at the applicant's expense.</p> <p>Guidance on retail impact/sequential tests: Town centres and retail - GOV.UK (www.gov.uk)</p>	Local Plan Policy EC1 NPPF Part 7

2.23	Site Waste Management	All applications for residential or commercial development (including changes of use) that will have an impact on the generation of waste.	A plan that indicates the location of bin storage and provides details of the size of bins and the design and materials of any proposed bin enclosure.	Local Plan Policy SU3
2.24	Structural Survey	The demolition, or partial demolition of a Listed building(s), or The conversion of a Listed building. Conversion of Agricultural Buildings.	This should demonstrate that the building/s are capable of conversion without major alterations or rebuilding of the property, for example for barn conversion applications.	Local Plan policy EN5
2.25	Transport Assessment/Statement and Travel Plan	All developments that will generate significant amounts of movement will be required to provide a travel plan, and the application should be supported by a transport statement or transport assessment.	Staffordshire County Council highways department will require applications to sufficiently assess this and the impacts upon the local highway network.	Local Plan Policy SU2 NPPF Paragraph 113

2.26	Tree survey and/or associated Arboricultural Impact Assessment	<p>Where works are required to a fell a protected tree (TPO or tree in Conservation Area).</p> <p>Where a development proposal may have an impact on a TPO tree.</p> <p>All major development schemes.</p> <p>Officer discretion will also be considered if a significant amount of trees will be lost.</p>	<p>A Tree Survey must be obtained from an arboricultural specialist showing the distribution of trees on site and relevant works proposed.</p> <p>The Arboricultural Impact Assessment should demonstrate how the development will co-exist with associated trees. For example through any level changes, service installation, hard surfacing, material storage and future shadowing. This should include tree root protection zones clearly marked on a scaled plan.</p>	Local Plan Policy EN4
2.28	Viability Assessment	<p>Where schemes are not proposing to meet all policy requirements, such as affordable housing, education etc. As meeting all policy requirements would make them unviable.</p>	<p>A Viability Assessment must be submitted in accordance with the recommended practice set out in Planning Practice Guidance, the Royal Instituted of Chartered Surveyors Guidance and the National Planning Policy Framework. The viability assessment should be prepared with professional integrity and by a suitably qualified practitioner.</p> <p>The Viability Assessment must include an executive summary setting out the key findings in a clear way for members of the public. It should be prepared on the basis it will be made publicly available other than in exceptional circumstances.</p> <p>See Guidance: Viability - GOV.UK (www.gov.uk)</p>	Local Plan Policy HG4 NPPF Part 4.

2.29	Vehicle Parking, Cycle Storage and Electric Charging Points	Proposals for new dwellings and/or new or changes to employment premises.	<p>Information should include all existing and proposed commercial and/or residential vehicular parking spaces and cycle storage areas in new developments. Information should also be provided, where possible, of electric vehicle charging points.</p> <p>Visibility splays must also be included on plans where required to demonstrate a suitable access can be created.</p> <p>Loading areas and arrangements for manoeuvring, servicing and parking of vehicles should also be clearly identified. This should be included on a scaled plan.</p> <p>Appendix for Car Parking https://www.tamworth.gov.uk/sites/default/files/planning_docs/Local-Plan-2006-2031.pdf</p>	<p>Local Plan Policy SU3</p> <p>NPPF Part 9</p>
2.30	Photos	An application where it is not practical to provide plans	<p>Typically when reclaimed materials are proposed or brought to a site, it is not always practical to put this information on plans. We will therefore ask that photos are supplied.</p> <p>Each photo can be either embedded onto a suitable programme or labelled so we can condition this accordingly.</p> <p>A date must also be supplied.</p>	