

BRECKLAND COUNCIL

PLANNING COMMITTEE – 29TH JULY 2013

REPORT OF DIRECTOR OF COMMISSIONING

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PLANNING APPLICATION INFORMATION REQUIREMENTS

1. This report seeks approval for a new Local List setting out the Council's local information requirements for planning applications.

Background

2. The information and documents required to make a valid planning application are set out in the Development Management Procedure Order 2010 (DMPO). Broadly speaking these requirements fall into two categories:
 - Mandatory national information
 - Local information as specified by the Council in its Local List.
3. National requirements include a completed application form, application fee, location and site layout plans, ownership certificates, and (where relevant) a Design & Access Statement.
4. Local planning authorities may specify further local information requirements, which must be published in the form of a Local List. Breckland Council's Local List was published in March 2009, as part of the document *Guidance on the Validation of Planning Applications*.
5. Since the Council's current Local List was published, a number of changes have been made to national policy and legislation in respect of information requirements. New guidance and procedures for the validation of planning applications have been introduced, as part of the Government's drive to streamline application processes. The Government has made it clear (through the NPPF and more recently the Growth & Infrastructure Act 2013) that local information requirements should be proportionate to the nature of and scale of development proposals, and that information should only be requested where it is relevant and necessary to the application concerned. Local lists must be reviewed regularly, and with effect from 31st July 2013, local information can only be required if the local list has been published or re-published within the last 2 years.

New Local List

6. The Council's Local List has been reviewed recently to ensure that it is up-to-date and consistent with current planning policy and procedures. A revised version of the Council's *Guide to the Validation of Planning Applications*, incorporating a new Local List, was published, for consultation purposes, last month. A copy of the consultation draft is attached for consideration.
7. The new guidance includes the following revisions:
 - Updated guidance on the national requirements for outline planning applications, ownership certificates and for Design & Access Statements.
 - Guidance on the new procedures for resolving validation disputes.
 - The deletion from the Local List of the requirement for Open Space Assessments.
 - Minor re-wording of Local List requirements generally to omit references to national policy statements cancelled by the NPPF.

- Clearer distinctions have been drawn between essential and desirable information.
8. Overall the changes required are considered to be relatively minor in nature. Most of the changes to the guidance relate to new validation procedures and reduced information requirements introduced recently at a national level. The requirement to provide Open Space Assessments has been removed as experience has shown that they are rarely required as a separate report, and that relevant information can more readily be provided in Design & Access Statements or Planning Policy Statements.
 9. The views of local agents on the proposed changes to the Local List have been sought, and any comments received will be reported verbally.

RECOMMENDATION

10. That the revised Local List be adopted.