

ADOPTION OF LOCAL VALIDATION LIST AND GUIDANCE (AM)

Summary

1. Government guidance is that the Authority can produce a local validation list of documents required for a planning application to be considered valid.
2. The Authority last adopted a local list in 2019 and therefore this is now out of date. The opportunity has been taken to review the list and update it.
3. The draft local list and guidance was approved for consultation by planning committee in February. Public consultation has now been undertaken. No objections have been raised and comments made by Members have been incorporated into the final version of the documents.
4. The final version of the documents are therefore brought back to committee for approval and adoption.

Purpose

5. The purpose of these documents is to provide guidance to applicants and Officers on the information required to be submitted with planning applications to be considered valid. This list would apply to general development management cases and not minerals and waste who produce a separate list specific for those requirements.
6. Minimum validation requirements are set nationally by Government. These include basic requirements including the relevant fee, completed application form and certificates, plans and drawings and most recently biodiversity net gain.
7. Local Planning Authorities are recommended by Government to produce a local validation list in accordance with the Town and Country Planning (General Development Management Procedure) ((England) Order 2015. The local validation list includes documents (in addition to national requirements) for applications to be considered valid.
8. The list must be proportionate and based upon local and national policy requirements. It is important to note that not all documents will be required for every application. The guidance explains in more detail when documents will be required and the list provides a checklist that can be used by applicants and Officers and referred to in pre-application advice.
9. For applicants a good local list will provide clarity about what information is needed and reduce the risk of delay and cost. For the Authority it will provide for higher quality applications and improve performance.
10. If there is disagreement between the applicant and the Authority about whether information is required then there is a procedure for the applicant to request that the Authority validate and determine the application without that information. There is also a right of appeal for the applicant if an application is not validated or refused on the grounds of insufficient information.
11. The local validation list must be adopted by the Local Planning Authority following public consultation. Once adopted the local list must be reviewed every two years to ensure it remains up-to-date. There is no requirement for public consultation for the periodic review, but it is advised if there are any significant changes proposed.
12. The Authority last adopted a local list in 2019. The opportunity has therefore been taken to review the list and accompanying guidance.

Consultation

13. The Authority undertook public consultation for a period of six weeks. Parish Councils, Constituent Authorities and local planning agents were consulted. Details of the consultation were also published on the Authority's website.
14. Comments from Members were made during the February meeting. These have been incorporated into the final version of the documents.
15. No objections to the documents were received by the Authority during the public consultation period.

Proposal

16. The final version of the local list and guidance reflects the most recent planning practice guidance on local validation requirements. It has been produced to reflect our policy requirements and in the context of the type of applications commonly submitted in the National Park.
17. It is proposed that the committee approve the local list and guidance and that it is adopted by the Authority.
18. It is also proposed that delegated power be granted to the Head of Planning and Development and Enforcement Manager to review and make minor changes to the local list and guidance following any changes in National or Local Policy and to undertake the statutory two year review. Any significant changes would return to Planning Committee for further public consultation and approval.

RECOMMENDATION:

That the local list and guidance document be ADOPTED.

That delegated power be granted to the Head of Planning and Development and Enforcement Manager to review and make minor changes to the local list and guidance.

Corporate implications

Legal

19. The Authority has the power to produce a local validation list under the Town and Country Planning (General Development Management Procedure) (England) Order 2015.

Financial

20. The cost of producing, public consultation and subsequent review of the local validation list will be met by the Authority. There will be cost for the Authority in staff time.

National Park Management Plan and Authority Plan

21. This proposal contributes to both objectives in the Authority's Management Plan Aim 4: Thriving Communities. Particularly Objective 10 to "*To support sustainable communities by improving opportunities for affordable housing and connection to services.*" And "*To promote a flourishing economy that is in accord with nature recovery and climate change mitigation*".
22. A measure of success are actions under TC.2, TC.7, TC.8, to implement policies and programmes that impact positively on local communities, deliver affordable housing and environmentally and economically sustainable business.

Human Rights

23. Any human rights issues have been considered and addressed in the preparation of this report.

List of Background Papers (not previously published)

24. Nil

Appendices

Appendix 1: Local list

Appendix 2: Guidance document

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