



**Haringey** Council

Agenda item:

**Planning Committee**

**On January 7th 2008**

Report Title: The introduction of the new National Standard Planning Application form (1App) and Local Information Requirements

Forward Plan reference number (if applicable): N/A

Report of: Shifa Mustafa, Assistant Director Planning Policy & Development

Wards(s) affected: All

Report for: Non Key Decision

**1. Purpose (That is, the decision required)**

1.1 To inform the Committee of forthcoming changes to the planning system with the introduction of the new National Standard Planning Application Form (1App).

1.2 To inform the Committee of the proposed Local Information Requirements to accompany the new form and the current consultation process.

**2. Introduction by Cabinet Member (if necessary)**

2.1 N/A

**3. Recommendations**

3.1 To note the proposed Local Information Requirements as attached in Appendix 1 and provide any comments.

Report Authorised by: Shifa Mustafa, Assistant Director Planning Policy & Development

Contact Officer: Neil Gage, Development Control Support Team Leader, Planning Policy & Development – 020 8 489 5559

#### 4. Director of Finance Comments

N/A

#### 5. Head of Legal Services Comments

5.1 The Head of Legal Services comments that the combined use of the national and local list should afford both the authority and the applicant more certainty over the information required in the new procedures. After consultation the local list needs to be adopted by the Planning Committee and then reviewed after three years

5.2 The Scrutiny Review on Improving Road Safety recommended that Road Safety Information accompany Planning Applications where appropriate and this request should be evaluated

#### 6. Local Government (Access to Information) Act 1985

6.1 The Town and Country Planning Act 1990 (as amended by the Planning and Compulsory Purchase Act 2004)

6.2 Town and Country Planning (General Development Procedure) Order 1995 (to be amended by the Town and Country Planning (General Development Procedure) (Amendment) (England) Order 2008)

#### 7. Strategic Implications

7.1 As part of the drive to provide a quicker, more predictable and efficient planning service the government is introducing a new standard application form for applications for planning permission made under the Town and Country Planning system and Listed Building and Conservation Area consent regimes. Alongside this and to support the use of the standard application form, the Government is also introducing new information requirements for the validation of planning applications by local planning authorities.

7.2 The Government has published new guidance designed to support the use of the standard national application form for the following types of application:

- Householder Consents
- Outline and full planning permission and approval of reserved matters
- Listed Building Consent
- Conservation Area Consent
- Advertisement Consent
- Consent under Tree Preservation Orders

- Certificates of Lawful Development
- Applications for prior notification/approval
- Removal or variation of conditions

## 8. Financial Implications

8.1 Funding for the exercise is available within the existing budgets.

## 9. Legal Implications

9.1 The Town and Country (General Development Procedure) Order 1995 (GDPO) will be amended to make the new national standard planning application form and associated information requirements for validation of applications mandatory from 6<sup>th</sup> April 2008.

## 10. Equalities Implications

10.1 The Local Information Requirements checklists should ensure that all parties are aware of the appropriate level of information required in order to submit applications.

## 11. Consultation

11.1 A five week consultation period on the proposed Local Information Requirements began on 19<sup>th</sup> December 2007. This consultation period will end on 23<sup>rd</sup> January 2008.

11.2 In line with government guidance, stakeholders will be consulted on the list of documents required for each type of application – the proposed Local Information Requirements. All agents who attended Haringey's Agents' Forum have received consultation documents, as have statutory consultees and statutory undertakers, a number of other stakeholders who have attended Development Control Forums or have expressed an interest in planning issues in the borough have also received the consultation documents. An electronic version of the documents has also been prepared and will be available as part of the consultation process on the Council's website and for inspection at the Planning Services offices.

11.3 At the end of the consultation period, the comments received will be reviewed to determine the final Local Information Requirements. The results of this consultation will be reported back to this committee on February 11<sup>th</sup> 2008.

## 12. Background

12.1 Prior to the introduction of the new form, revised best practice guidance has been published to support the use of the standard application form and to reflect the implementation of the Planning and Compulsory Purchase Act 2004 and new Planning Policy Statements since March 2005. It also takes account of the

recommendations in the Barker Review of Land Use Planning. The approach for determining our Local Information Requirements is in line with this best practice guidance.

- 12.2 The Government believes that the planning process will be made much simpler by the introduction of the Standard Application Form. Currently, local authorities can design their own planning application forms, and there is a wide variation in the requirements which authorities seek from applicants. These variations will be removed with the introduction of the new form.

### **Local Information Requirements**

- 12.3 In July 2006 the Government undertook consultation on new rules relating to the validation of planning applications. The proposals included establishing a core and mandatory national list of information required for a valid application and the ability for local authorities to define their own list of mandatory additional information.
- 12.4 At the moment, certain documentation which must be submitted with planning applications, is prescribed by Government, and local planning authorities can require further additional information. Under the new system, a national core list of required information would be specified, and in addition local planning authorities will produce a list of Local Information Requirements which sets out the supporting information which would have to be submitted for the application to be valid. Different types of application will require different types of supporting documentation.
- 12.5 The national core list will include the completed application form, the correct fee, ownership certificates, agricultural holdings certificate, design and access statement, Notice(s), the location plan, site plan, and other plans and drawings or information necessary to describe the subject of the application.
- 12.6 The Local Information Requirements will be adopted by each Local Planning Authority following the consultation process. A report will be presented back to a future meeting of the committee to adopt the Local Information Requirements.
- 12.7 Haringey's proposed Local Information Requirements have been drawn up in accordance with the policies contained within Haringey's Unitary Development Plan and Government advice. The proposed Local Information Requirements which have gone out to consultation are shown in Appendix 1.

### **13. Conclusion**

- 13.1 The results of the consultation period will be presented to Planning Committee for adoption on February 11<sup>th</sup> 2008.

### **14. Use of Appendices / Tables / Photographs**

- 14.1 Appendix 1 – proposed Local Information Requirements for consultation.