

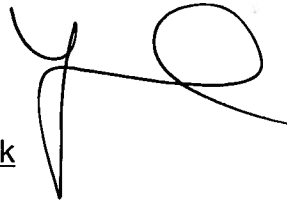
Report for: Cllr Strickland 01/11 - 14/11

Item number: To be added by the Committee Section

Title: Agreement to consult on updated validation requirements for Planning Applications

Report authorised by : Lyn Garner

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Ward(s) affected: All

Report for Key/
Non Key Decision: Key Decision

1. Describe the issue under consideration

1.1 The council, as Local Planning Authority (LPA) has a legal requirement to update and consult on a checklist of local information requirements to be submitted with planning applications. The list sets out the requirements for supporting information that should be submitted with different types of applications and must be updated every 2 years. The National Planning Practice Guidance sets out that the proposals should be issued to the local community, including applicants and agents, for consultation. It is proposed that this consultation should take place for 8 weeks and increase over the 6 week period usually allowed for planning policy documents to take account of the Christmas period. Officers require cabinet approval for the revised validation list and consultation on the revised list. Officers request delegated authority to review any comments received and amend the checklist where appropriate.

2. Cabinet Member Introduction

2.1 An up to date validation list is essential to ensure that all the necessary information is submitted with planning applications so that the LPA can consider applications in an efficient and consistent way while ensuring policy compliant developments.

3. Recommendations

3.1 It is recommended that the validation list is updated as set out in appendix 1 to bring it in line with current Local and London Plan Policies.

3.2 It is recommended that consultation should take place from 21 November 2016 -16 January 2017.

- 3.3 It is recommended that following the consultation, the comments will be summarised and analysed. Officers will consider all comments and where relevant, appropriate make amendments to the validation checklist to reflect these comments. A summary of responses and any changes will be presented to the Cabinet Member for final sign off.
4. Reasons for decision
- 4.1 Updating the validation list is essential to ensure that all the necessary information is submitted with planning applications so that the LPA can consider applications in an efficient and consistent way while ensuring policy compliant developments.
5. Alternative options considered
- 5.1 No other options were considered because there is an obligation to have up to date validation list.
6. Background information
- 6.1 The council, as Local Planning Authority, is required to update and consult on a checklist list of local information requirements to be submitted with planning applications. The list sets out the requirements for supporting information that should be submitted with different types of applications. The aim is to ensure that all the necessary information is submitted at the outset so that the LPA can consider applications in an efficient and consistent way. This is a government requirement arising from The Town and Country Planning (Development Management Procedure) (England) Order 2015 which sets out a need for us to republish a list of our requirements every 2 years. The National Planning Practice Guidance sets out that the proposals should be issued to the local community, including applicants and agents, for consultation.
- 6.2 The updated list will replace the current list last consulted on in May – July 2013. The changes are not significant but update the list to include requirements of the draft DM DPD Policies which have been to Examination in Public such as basement impact assessments and updates to the London Plan Policies. The advice accompanying each requirement has been updated to provide better guidance for applicants. The updated list is in Appendix 1.
- 6.3 The revised Validation Checklist will be emailed directly to stakeholders and published on the Council's website. Through the consultation they will be asked if the proposed information requirements are reasonable and proportionate and do not place an undue burden on the applicant, whilst at the same time ensuring there is sufficient information to consider applications.
- 6.4 The consultation methodology is in accordance with Article 11 of The Town and Country Planning (Development Management Procedure) (England) Order 2015 which sets out a need to review local information requirements at least every two years. The Council last updated the list of local information requirements over 2 years ago and in order to continue to require the

information necessary to process applications we need to adopt a revised list. We are proposing an 8 week consultation period due to the Christmas period.

- 6.5 The consultation will take place for 8 weeks from 21 November 2016 to 16 January 2017. Emails will be sent directly to stakeholders using the database of consultees held from the Local Plan consultation database which includes statutory consultees, local organisations, businesses and community groups, local Councillors and over 150 individuals. Consultees will be notified of the purpose of the consultation, where to view the document and how to respond. A notice will be placed in the Haringey Independent stating the dates of the consultation, where to view the document and how to respond to the consultation. Local agents can discuss the proposed requirements at the Local Agents Forum on 10 January 2017. Consultees will be invited to respond via letter or email.
- 6.6 Following the consultation, the comments will be summarised and analysed. Officers will consider all comments and where relevant and appropriate will make amendments to the validation checklist to reflect these comments. A summary of responses and any changes will be presented to the Cabinet Member for final sign off.
- 6.7 The revised checklist will then form the Council's 'Local List' for validating applications. This revised document will be available to view on the website along with new guidance for applicants on National and Local information requirements set out by application type. Officers will notify the Planning Portal of the changes to our Planning Application Requirements.

7. Contribution to strategic outcomes

The revised list will ensure that all the necessary information is submitted with planning applications so that the LPA can consider applications in an efficient and consistent way while ensuring policy compliant developments which will contribute to Priority 4 - Sustainable Housing, Growth and Employment.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Legal

The Assistant Director of Corporate Governance has been consulted in the preparation of this report and comments as follows:

- 8.1 Article 11(2)(e) of the Town and Country Planning (Development Management Procedure) (England) Order 2015 provides that local planning authorities are not obliged to validate a planning application until the documents in the authority's local list of validation requirements have been submitted. However, article 11(3)(d) goes on to provide that this only applies where the local list has been published or republished within the two years before the date of submission of the application. The effect of this is that the local list of application documents is only binding on applicants if it is republished at least every two years.

- 8.2 There is no statutory requirement to consult on the review and publication or republication of the local list of validation requirements, however it is understood that it is intended to consult on the proposed list. The National Planning Practice Guidance advises that local planning authorities ought to consult on proposed changes with the local community, including applicants and agents.

Finance

- 8.3 Any costs of consulting on and updating the validation list will be contained within approved Planning budgets.

Equalities

- 8.4 The Council has a public sector equality duty under the Equality Act (2010) to have due regard to:
- Tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;
 - advance equality of opportunity between people who share those protected characteristics and people who do not;
 - foster good relations between people who share those characteristics and people who do not
- 8.5 The consultation will be open to all groups of residents and stakeholders to respond to, and all views will be considered as part of the Council's response. We will proactively invite a diverse range of stakeholders to engage through directly emailing out to our database of contacts, which includes all individuals that have previously submitted views on the Local Plan, as well as a wide range of community groups, local organisations, businesses and statutory consultees. A public notification will also be placed in the Haringey Independent and on the website and social media.
- 8.6 Local information requirements help ensure that the Council in its role as the Local Planning Authority can scrutinise the potential impact of a proposed development on the local community. The requirements capture important information linked to equalities considerations, such as accessibility, environmental impact, contribution to affordable housing and crime prevention, as well as the extent of community involvement in the planning application's development.
9. Use of Appendices
- 9.1 Appendix 1 sets out the revised validation list in full.
10. Local Government (Access to Information) Act 1985

There are no background documents.