

# Bradford Local Information Requirements

This section sets out what information should be submitted with planning applications in addition to the national requirements. Local information requirements are at the discretion of the Council, but are based on national or adopted local policy requirements or 'policy drivers'. If you fail to provide this information the Council may declare your application invalid.

Local List Item	Policy Driver	Type of application or development that require this information	What Information is required
<b>Plans</b>			
<b>Existing and proposed elevations</b>	Planning Policy Statement 1 – Delivering Sustainable Development	All applications where new building work is proposed	<p>These should be drawn at a scale of 1:50 or 1:100 and show clearly the proposed works in relation to what is already there. All external sides of the proposal must be shown and these should indicate, where possible, the proposed building materials and the style, materials and finish of doors and windows. Blank elevations must also be included; if only to show that this is in fact the case.</p> <p>Where a proposed elevation adjoins another building or is in close proximity, the drawings should clearly show the relationship between the buildings, and detail the positions of the openings on each property.</p>
<b>Existing and proposed floor plans</b>	Planning Policy Statement 1 – Delivering Sustainable Development	All applications where new building work is proposed	<p>These should be drawn at a scale of 1:50 or 1:100 and should explain the proposal in detail. Where existing walls or buildings are to be demolished these should be clearly shown. The drawings submitted should show details of the existing building(s) as well as those for the proposed development.</p> <p>New buildings should also be shown in context with adjacent buildings (including property numbers where applicable).</p> <p>If the application simply relates to a change of use, and no development work is to be carried out, a floor plan may not be necessary.</p>
<b>Existing and proposed site sections and finished floor and site levels</b>	Planning Policy Statement 1 – Delivering Sustainable Development	All applications where new building work is proposed	<p>Section drawings should be drawn at a scale of 1:50 or 1:100 and show a cross section(s) through the proposed building(s). In all cases where a proposal involves a change in ground levels, illustrative drawings should be submitted to show both the existing and finished levels to include details of foundations and eaves and how encroachment onto adjoining land is to be avoided.</p> <p>Full information should also be submitted to demonstrate how proposed buildings relate to existing site levels and neighbouring development. Such plans should show existing site levels and finished floor levels (with levels related to a fixed datum point off site) and also show the proposals in relation to adjoining buildings. This will be required for all applications involving new buildings.</p> <p>In the case of householder development, the levels may be evident from floor plans and elevations, but particularly in the case of sloping sites it will be necessary to show how proposals relate to existing ground levels or where ground levels outside the extension would be modified. Levels should also be taken into account in the formulation of design and access statements.</p> <p>Details of the design and location of any retaining walls should also be included.</p> <p>Where no changes to levels are proposed, the submitted plans should clearly state that this is the case.</p>
<b>Roof Plans</b>	Planning Policy Statement 1 – Delivering Sustainable Development	All applications where new building work is proposed	<p>These should be drawn at a scale of 1:50 or 1:100 and show details of any roof that would be altered by the proposed development. Details such as the roofing materials, vents and their location should be specified on the roof plan.</p>
<b>Block Plan</b>	Planning Policy Statement 1 – Delivering Sustainable Development	Applications for listed building consent Applications for conservation area consent	<p>These should be drawn at a scale of 1:100 or 1:200 and show site boundaries; the type and height of boundary treatment (e.g. walls or fences) where a change is proposed; the position of any building or structure on the other side of such boundaries, where these could influence or be affected by the proposed development.</p>

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<b>Detailed Plans</b>	Planning Policy Statement 1 – Delivering Sustainable Development	Applications for listed building consent	These should be drawn at a scale of not less than 1:20 and show all new doors, windows, shop-fronts, panelling, fireplaces, plaster moulding and other decorative details.
<b>Advertisement Plans</b>	Planning Policy Statement 1 – Delivering Sustainable Development	Applications for advertisement consent	These should show advertisement size, siting materials and colours to be used, height above ground, extent of projection and details of the method and colours(s) of illumination (if relevant)
<b>Site Plan</b>	Planning Policy Statement 1 – Delivering Sustainable Development	Lawful Development Certificate for a proposed use or development	<p>Site plans should be drawn at an identified standard metric scale (typically 1:200 or 1:500) and accurately show:</p> <ul style="list-style-type: none"> <li>• The direction of north</li> <li>• The proposed development in relation to the site boundaries and other existing buildings on the site, with written dimensions including those to the boundaries</li> </ul> <p>and the following, <b>unless these would NOT influence or be affected by the proposed development:</b></p> <ul style="list-style-type: none"> <li>• All the buildings, roads, and footpaths on land adjoining the site including access arrangements</li> <li>• All public rights of way crossing or adjoining the site</li> <li>• The position of all trees on the site and those on adjacent land</li> <li>• The extent and type of any hard surfacing; and</li> <li>• Boundary treatment including walls or fencing where this is proposed</li> </ul>

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<b>Information Requirements</b>				
<b>Air Quality Assessment</b>	Planning Policy Statement 23 - Planning and pollution control  Unitary Development Plan - Policy P1	<ul style="list-style-type: none"> <li>Major developments inside or adjacent to an AQMA (Air Quality Management Area)</li> <li>Where the development proposed could result in the designation of an AQMA</li> <li>Where the grant of permission would conflict with or render unworkable elements of a local authority's air quality action plan</li> </ul>	<p>Applications should be supported by such information as it necessary to allow full consideration of the impact of the proposal on the air quality of the area.</p> <p>Where Air Quality Management Area's cover regeneration areas, developers should provide an air quality assessment as part of their planning application.</p> <p>The content and methodology to be used for the assessment should be agreed prior to it being undertaken.</p>	<p><a href="#">Planning Policy Statement 23 – Planning and Pollution Control</a></p> <p><a href="#">Planning Policy Statement 23: Planning and Pollution Control – Annex 1: Pollution Control, Air and Water Quality (November 2004)</a></p> <p>Bradford Air Quality Management Area's</p>
<b>Bat Survey</b>	Planning Policy Statement 9 - Biodiversity & Geological Conservation  Unitary Development Plan - Policy NE11	Where there is a reasonable likelihood of bats being found within or adjacent to the application site	<p>The reasonable likelihood of bats being found within or adjacent to the application site can be readily determined using the validation checklist produced by ALGAE (Association of Local Government Ecologists).</p> <p>Bat Surveys should be prepared by suitably experienced and where necessary, licensed surveyors.</p> <p>The Bat Conservation Trust provides information on how and when to undertake surveys and the recommended minimum survey effort. Any survey report submitted with a planning application should provide sufficient information to show how the surveys undertaken adhere to these guidelines. Any limitations should be clearly explained and justified.</p> <p>Mitigation is usually the term used for the combination of avoidance measures (such as careful timing to remove the impacts), mitigation (actions to limit the impact) and compensation (measures to compensate for any residual impacts such as replacement habitat).</p> <p>Mitigation should include, where necessary, timing the works or changing the design or layout of the scheme to remove the impacts.</p> <p>Where significant impacts are predicted there will be an expectation that compensation will provide an enhanced habitat (in terms of quality or area) compared with that to be lost.</p>	<p><a href="#">Planning Policy Statement 9 - Biodiversity &amp; Geological Conservation</a></p> <p><a href="#">Bat Surveys – Good Practice Guidelines, Bat Conservation Trust (2007)</a></p> <p><a href="#">Bat Mitigation Guidelines, English Nature (2004)</a></p>
<b>Coal Mining Risk Assessment Report</b>	Planning Policy Guidance 14 - Development on Unstable Land  Unitary Development Plan – Policy P6	All non householder applications in Coal Mining Development Referral Areas	<p>A Coal Mining Risk Assessment Report should contain:</p> <ul style="list-style-type: none"> <li>Site specific coal mining information</li> <li>Identification of the risks the coal mining issues, including cumulative effects, poses to the development</li> <li>Identification of how coal mining issues have influenced the proposed development and whether any mitigation measures are required</li> </ul>	<p>The Coal Authority website: <a href="http://www.coal.gov.uk/services/planning">www.coal.gov.uk/services/planning</a></p> <p>The Coal Authority Planning and Local Authority Liaison Department: Tel 01623 637 119 or <a href="mailto:planningconsultation@coal.gov.uk">planningconsultation@coal.gov.uk</a></p>

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<b>Ecological Survey</b>	<p>Planning Policy Statement 9 - Biodiversity &amp; Geological Conservation</p> <p>Unitary Development Plan - Policies NE7, NE8, NE9, NE10, NE11, NE12 and NE13</p>	<ul style="list-style-type: none"> <li>All planning applications likely to affect protected species</li> <li>All planning applications likely to affect protected sites, habitats or geological features and other sites where development may impact upon the natural environment or create opportunities for wildlife enhancement</li> </ul>	<p>Ecological Surveys should be undertaken by competent, suitably qualified persons and must be carried out at an appropriate time of year, in suitable weather conditions and using nationally recognised survey guidelines/ methods where available.</p> <p>The survey must be appropriate in scope and detail and should record which species/habitats and features are present, identify their numbers, map their distribution and use of the area, site structure or feature. It may be informed by ecological data from a local environment records centre.</p> <p>The assessment must identify and describe potential development impacts likely to harm the protected species and/ or their habitats, designated sites, priority habitats and other listed biodiversity features or geological features (these should include both direct and indirect effects during both construction and afterwards). Where harm is likely, evidence should be submitted to show how alternative designs or locations have been considered, how adverse effects will be avoided where possible, how unavoidable impacts will be mitigated or reduced and how impacts that cannot be avoided or mitigated will be compensated.</p> <p>Proposals are to be encouraged that will create, enhance, restore, or add to features or habitats used by protected species, designated sites, priority habitats etc. The assessment should also give an indication of the likely change, if at all after development.</p> <p>If it is clear that no protected species are present, evidence should be submitted to demonstrate that such species are absent. This may be in the form of a letter or brief report from a suitably qualified and experienced person, or a relevant local nature conservation organisation).</p>	<p><a href="#">Planning Policy Statement 9 - Biodiversity &amp; Geological Conservation</a></p>
<b>Flood Risk Assessment</b>	<p>Planning Policy Guidance 25 – Development &amp; Flood Risk</p> <p>Unitary Development Plan – Policies NR15b and NR16</p>	<ul style="list-style-type: none"> <li>Sites of 1ha or more in Flood Zone 1</li> <li>Any development in flood zones 2 and 3</li> </ul>	<p>The Flood Risk Assessment should:</p> <ul style="list-style-type: none"> <li>Identify and assess the risks of all forms of flooding to and from the development Demonstrate how flood risks will be managed taking climate change into account.</li> <li>Identify opportunities to reduce the probability and consequences of flooding. Include design of surface water management systems including Sustainable Drainage Techniques</li> <li>Address the requirement for safe access to and from the development in areas at risk of flooding.</li> </ul> <p>Flood Risk Assessment's should be prepared in consultation with the Council with reference to local development documents and Strategic Flood Risk Assessment. They should also form part of an Environmental Statement where one is required.</p>	<p><a href="#">Planning Policy Guidance 25 – Development &amp; Flood Risk</a></p> <p><a href="#">Development and Flood Risk: Practice Guide</a></p> <p>Flood Zone maps may be obtained from the Environment Agency.</p>

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<b>Flood Risk Sequential test Evidence</b>	Planning Policy Guidance 25 – Development & Flood Risk  Unitary Development Plan – Policies NR15b and NR16	All applications (except minor and changes of use only) within flood zones 2, 3a and 3b	Evidence that a proposal can pass the sequential test should be submitted.  An exception test is also required for specific uses and in certain flood zones.	<a href="#">Planning Policy Guidance 25 – Development &amp; Flood Risk</a>  <a href="#">Development and Flood Risk: Practice Guide</a>  Flood Zone maps may be obtained from the Environment Agency.
<b>Foul Sewage/ Non Mains Drainage Assessment</b>	Planning Policy Statement 9 – Biodiversity & Geological Conservation  Unitary Development Plan - Policies UR3 and NR16	Planning applications involving the disposal of trade waste or foul sewage effluent other than to a public sewer.	If the development proposes to connect to the existing drainage system, details of the existing system should be shown on the application drawing(s). In most circumstances surface water is not permitted to be connected to the public foul sewers.  A foul sewage/non mains drainage assessment should: <ul style="list-style-type: none"> <li>• Include a full assessment of the site, its location and suitability for storing, transporting and treating sewage.</li> <li>• Demonstrate why the development cannot connect to the public mains sewer and show that the alternative means of disposal are satisfactory.</li> </ul> If the proposed development results in any changes/replacement to the existing system or the creation of a new system, scale plans of the new foul drainage arrangements will also need to be provided. This will include a location plan, cross sections/elevations and specification. Drainage details that will achieve Building Regulations Approval will be required.  If connection to any of the above requires crossing land that is not in the applicant's ownership, other than on a public highway, then notice may need to be served on the owners of that land.	<a href="#">Planning Policy Statement 9 - Biodiversity &amp; Geological Conservation</a>  <a href="#">DETR Circular 03/99: Planning Requirement in respect of the Use of Non-Mains Sewerage incorporating Septic Tanks in New Development</a>
<b>Heritage Statement</b>	Planning Policy Statement 5 – Planning for the Historic Environment, policy HE6  Unitary Development Plan – Policies BH1, BH2, BH4, BH4a, BH5, BH6, BH7, BH8, BH9, BH10, BH11, BH12, BH13, S/BH14, BS/ BH15, BH16, BH17, BH18, BH19, BH20  Supplementary Planning Document - Shopfront Design Guide	Planning applications which are likely to affect the following designated heritage assets or which might impact upon their setting: <ul style="list-style-type: none"> <li>• Listed buildings</li> <li>• Conservation Area</li> <li>• Saltire World Heritage Site</li> <li>• Registered Historic Parks and Gardens</li> <li>• Scheduled Monuments</li> <li>• Registered Battlefield at Adwalton</li> <li>• Non designated heritage assets such as non-scheduled archaeological sites and locally important historic buildings</li> </ul> Applications for Listed Building Consent  Applications for Conservation Area Consent	Policy HE6 of PPS5 requires applicants to provide: <ul style="list-style-type: none"> <li>• A description of the significance of any heritage assets affected by their proposals</li> <li>• An assessment of the contribution which the setting makes to that significance</li> <li>• An assessment of the impact which their proposal would have on the significance of any heritage asset.</li> </ul> Where an application either includes or is likely to include archaeological remains, the Heritage Statement will be expected to include an appropriate desk based assessment of the impact which the proposals might have upon the these remains.  In certain circumstances where desk based assessment is insufficient to properly assess the likely impact, a field evaluation may be required instead.	<a href="#">Planning Policy Statement 5 – Planning for the Historic Environment</a>  <a href="#">Planning for the Historic Environment: Historic Environment Practice Guide</a>  <a href="#">Shopfront Design Guide</a>  Details of designated heritage assets including listed buildings and conservation areas can be found at <a href="http://www.bradford.gov.uk/planning">www.bradford.gov.uk/planning</a>

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<b>Land Contamination Assessment – Desk Top (Phase I) Report</b>	Planning Policy Statement 23 – Planning and Pollution Control  Unitary Development Plan – Policies NR17 and NR17a  Development on Land Affected by Contamination: Technical Guidance for Developers, Landowners and Consultants, YAHPAC 2010	<ul style="list-style-type: none"> <li>The site has previous manufacturing or industrial activity</li> <li>Chemical or fuel storage</li> <li>Treatment or disposal of waste</li> <li>The application site is within 250 m of a landfill site</li> <li>Where it is suspected the land may be contaminated due to its uses now or in the past</li> </ul>	A desk top report should: <ul style="list-style-type: none"> <li>Appraise the previous uses of the site assess the environmental setting, including hydrology, geology and pollution incidences provide a risk assessment using the source pathway receptor model</li> <li>Conclude if the contamination is such that it could adversely affect the proposed development and/or create new pollutant linkages.</li> </ul>	<a href="#">Planning Policy Statement 23 – Planning and Pollution Control</a>  <a href="#">Planning Policy Statement 23 – Planning and Pollution Control – Annex 2 Development on land affected by contamination</a>  <a href="#">Development on Land Affected by Contamination: Technical Guidance for Developers, Landowners and Consultants, YAHPAC 2010</a>  <a href="#">“Guide to Submitting Planning Applications for Development on Contaminated Land” (Bradford Council)</a>
<b>Land Contamination Assessment – Site Investigation (Phase II) Report and Risk Assessment</b>	Planning Policy Statement 23 – Planning and Pollution Control  Unitary Development Plan – Policies NR17 and NR17a  Development on Land Affected by Contamination: Technical Guidance for Developers, Landowners and Consultants, YAHPAC 2010	Where it is known or “suspected” that the application site is contaminated to an extent that it could adversely affect the proposed development and/or create new pollutant linkages  A Desk Top (Phase I) report has identified that contamination is evident on the site	A site investigation report should include: <ul style="list-style-type: none"> <li>Any remedial measures required to prevent harm from the contamination.</li> </ul>	<a href="#">Planning Policy Statement 23 – Planning and Pollution Control</a>  <a href="#">Planning Policy Statement 23 – Planning and Pollution Control – Annex 2 Development on land affected by contamination</a>  <a href="#">Development on Land Affected by Contamination: Technical Guidance for Developers, Landowners and Consultants, YAHPAC 2010</a>  <a href="#">“Guide to Submitting Planning Applications for Development on Contaminated Land” (Bradford Council)</a>

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<b>Landscape Character Assessment</b>	Planning Policy Statement 1 – Delivering Sustainable Development Planning Policy Guidance 2 - Greenbelt Planning Policy Statement 3 - Housing Planning Policy Statement 7 – Rural Areas Planning Policy Guidance 8 - Telecommunications Planning Policy Statement 10 – Waste Management Planning Policy Statement 22 – Renewable Energy  Unitary Development Plan – Policies D1, D2, D4, D5, D12, D14, D16, NE2, NE3, NE3A, NE4, NE5, NE6, NE10, NE12 and NR13  Supplementary Planning Document - Landscape Character Assessment	Non householder developments within or adjacent to Bradford Landscape Character Areas	The information provided should be appropriate to the scale and nature of the proposed development.  Appendix 4 of the Landscape Character SPD 'Design Guidance' sets out a number of requirements that should be fulfilled or taken into account. These include: <ul style="list-style-type: none"> <li>• Preliminary Work - site survey and appraisal, outline landscape plan,</li> <li>• Design Principals - landscape principals and detailed design details</li> <li>• Landscape Management and Maintenance – maintenance considerations, responsibilities, and management plans.</li> </ul>	<a href="#">Landscape Character SPD</a>  <a href="#">Landscape Character Assessment Guidance for England and Scotland 2002 (Countryside Agency &amp; Scottish Natural Heritage)</a>  <a href="#">Assessment Guidelines for Landscape and Visual Impact Assessment (2nd Edition) 2002 (Landscape Institute and Institute for Environmental Managers)</a>
<b>Landscape Treatment</b>	Planning Policy Statement 1 – Delivering Sustainable Development Planning Policy Statement 3 - Housing Planning Policy Statement 7 – Rural Areas Planning Policy Statement 10 – Waste Management Planning Policy Guidance 17 – Sport & Recreation  Unitary Development Plan – Policies D1, D2, D4, D5, D8, D9, D10, D11, D14, NE4, NE5, NE6 and NE12  Supplementary Planning Document - Landscape Character Assessment	Non householder developments where the development would affect the spaces between buildings, whether hard or soft, in both rural and urban locations throughout the district	The information provided should be appropriate to the scale and nature of the proposed development.  <a href="#">The Value of Good Design How Buildings and Spaces Create Economic and Social Value. CABE (2002)</a>	<a href="#">Landscape Character SPD</a>  <a href="#">Better Places to Live by Design. A Companion Guide to PPG3, DTLR and CABE (2001)</a>  <a href="#">By Design – Urban Design in the Planning System: Towards Better practice, DETR/ CABE (2000). CABE:</a>  <a href="#">CABE: Street design guides (4 no.).</a>  <a href="#">Good Design: The fundamentals. CABE (2009)</a>  <a href="#">Health, Place and nature. Sustainable Development Commission (2008).</a>  <a href="#">Manual for Streets. CLG/ DfT (2007)</a>  <a href="#">Protecting Design Quality in Planning. CABE (2003)</a>  <a href="#">Safer Places: The Planning System and Crime Prevention. ODPM (2004)</a>

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<b>Noise Assessment</b>	Planning Policy Guidance 24 – Planning and Noise Unitary Development Plan – Policies P7 And UR3	<ul style="list-style-type: none"> <li>Major “noise sensitive” developments adjacent to major roads or other transportation noise sources</li> <li>Major developments which contain noise sources, whether internally or externally, which may have an impact upon existing “noise sensitive” uses</li> <li>“Noise sensitive” developments include residential developments and hospitals</li> </ul>	<p>The noise assessment should:</p> <ul style="list-style-type: none"> <li>Outline the potential sources of noise generation, how these may have a negative effect on local amenity.</li> <li>Specify how the applicant intends to overcome these issues including details of sound insulation measures to be provided.</li> </ul>	<a href="#">Planning Policy Statement 24 - Planning and Noise (September 2004)</a>
<b>Planning Obligations – draft heads of terms statement</b>	OPPM Circular 05/05 – Planning Obligations Planning Policy Statement 1 – Delivering Sustainable Unitary Development Plan – Policies CF2, CF7A, D8, D9, H9, H10, NE8, NE9, NE10, OS5, TM1, TM2, TM6, TM8, TM10, TN19a, UDP7 and UR6 Supplementary Planning Document – Planning Obligations	<p>Major developments which generate requirements for planning obligations in relation to the following:</p> <p>Affordable housing Education contributions Highways and Physical Infrastructure Travel Natural Environment Open space, sport &amp; recreation Public Art Public Realm</p>	<p>The Planning Obligations – draft heads of terms statement should include:</p> <ul style="list-style-type: none"> <li>Draft heads of terms for the planning obligation or Draft obligation/unilateral undertaking</li> <li>A completed planning obligations proforma</li> </ul>	<a href="#">Supplementary Planning Document – Planning Obligations</a>
<b>Planning &amp; Regeneration Statement</b>	Planning Policy Statement 1 – Delivering Sustainable Development Planning policy Statement 4 – Planning for Sustainable Growth	All Major developments	<p>Planning &amp; Regeneration Statements should:</p> <ul style="list-style-type: none"> <li>Explain the context and need for the proposed development</li> <li>Assess how the proposal relates in policy terms to National and Regional planning guidance, policies in the Unitary Development Plan, Supplementary Planning Guidance, Development Briefs and as they emerge the Development Plan documents and Supplementary Planning Documents.</li> <li>Outline any regeneration benefits, including details of any new jobs that might be created or supported;</li> <li>Detail the relative floor space totals for each proposed use (where known)</li> <li>Outline any community benefits</li> <li>Provide reference to any regeneration strategies that might lie behind or be supported by the proposal.</li> </ul>	<a href="#">Planning Policy Statement 4 – Planning for Sustainable Economic Growth</a>

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<b>Statement of Community Involvement</b>	Adopted Statement of Community Involvement	All Major developments	<p>A Statement of Community Involvement should:</p> <ul style="list-style-type: none"> <li>• Explain how the applicant has complied with the requirements for pre-application consultation set out in the SCI</li> <li>• Demonstrate how the views of the local community have been sought and taken into account in the formulation of development proposals.</li> </ul>	<a href="#">Bradford Statement of Community Involvement</a>
<b>Structural Survey</b>	<p>Planning Policy Guidance 14 – Development on Unstable Land</p> <p>Unitary Development Plan – Policies GB4 and P6</p>	<ul style="list-style-type: none"> <li>• Applications for the conversion of buildings in the Greenbelt or Countryside to demonstrate that they are capable of conversion without major or complete reconstruction</li> <li>• Developments on land known or suspected to be potentially unstable e.g. issues of slope stability, landslip areas and subsidence due to coal or stone mining</li> <li>• Proposals for free standing retaining structures e.g. gabion baskets</li> <li>• Proposals for excavation or fill on the site that would affect land stability</li> </ul>	<p>For building conversions, a structural survey should:</p> <ul style="list-style-type: none"> <li>• Include an appraisal of the structural stability of the building</li> <li>• The areas of walling to be taken down and rebuilt should be shown as shaded/hatched on the submitted plans</li> <li>• Include a method statement and schedule of works, where necessary, for carrying out the recommendations of the structural appraisal</li> </ul> <p>For Land Stability issues this should:</p> <ul style="list-style-type: none"> <li>• Demonstrate that the proposed development/site will not be affected by subsidence or land instability by providing Desk Study reports/ Site Investigation reports etc. A topographical survey should be included where necessary.</li> <li>• Include calculations and details to demonstrate that the land on the site and surrounding areas will remain stable in both the temporary and permanent condition.</li> <li>• Include calculations and details to verify the stability of retaining walls. A method statement, where necessary, should be provided for carrying out the works.</li> <li>• Specify remedial measures to overcome problems/defects highlighted in reports.</li> </ul>	
<b>Telecommunications</b>	<p>Planning Policy Guidance Note 8 – Telecommunications</p> <p>Unitary Development Plan – Policies D16</p> <p>The Code of Best Practice on Mobile Phone Network Development (2002)</p>	Planning applications and prior notification applications for telecommunications masts and antenna development	<p>Applications should be accompanied by a range of supplementary information including:</p> <ul style="list-style-type: none"> <li>• Acoustic report where relevant</li> <li>• the area of search</li> <li>• details of alternative sites rejected with a justification for rejecting them</li> <li>• Explanation if no assessment where relevant</li> <li>• Map showing the relationship of the application site to schools and other telecommunications equipment in the vicinity</li> <li>• Supporting planning statement</li> <li>• Signed declaration that the equipment and installation has been designed to be in full compliance with the requirements of the radio frequency (RF) public exposure guidelines of the International Commission on Non-Ionizing Radiation Protection (ICNIRP)</li> <li>• Details of all consultations carried out.</li> </ul>	<a href="#">The Code of Best Practice on Mobile Phone Network Development (2002)</a>

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<b>Town Centre Uses – Impact Assessment</b>	Planning Policy Statement 4 – Planning for Sustainable Economic Growth  Unitary Development Plan – Policies CR1a, CR4a, CL1, CL2 and CL3	<ul style="list-style-type: none"> <li>Retail and leisure developments over 2,500 square metres gross located outside a designated town centre and not in accordance with an up to date development plan.</li> <li>Retail and leisure developments less than 2,500 square metres gross, located outside a designated town centre and not in accordance with the development plan and would that would be likely to have a significant effect on other town centres</li> <li>Main town centre uses (as defined by Para 7 of PPS4) in an existing centre which are not in accordance with the development plan and would substantially increase the attraction to the centre to an extent that the development could have an impact on other centres</li> </ul>	<p>The scope of the assessment should be agreed prior to the submission of an application.</p> <p>The level and type of evidence and analysis required to address the key considerations should be proportionate to the scale and nature of the proposal.</p>	<p><a href="#">Planning Policy Statement 4 – Planning for Sustainable Economic Growth</a></p> <p><a href="#">Planning for Town Centre Practice Guidance on need, impact and the sequential approach</a></p>
<b>Town Centre Uses – Sequential Test</b>	Planning Policy Statement 4 - Planning for Sustainable Economic Growth  Unitary Development Plan – Policies CR4a and CL3	Main town centre uses as defined by paragraph 7 of PPS4, located outside a designated town centre and not in accordance with the development plan. This applies to retail and leisure uses only where the gross floor space of the proposed extension exceeds 200 square metres	<p>The sequential assessment should:</p> <ul style="list-style-type: none"> <li>Explore alternative options</li> <li>Explain and justify why more central opportunities have been rejected</li> </ul> <p>The scope of the assessment should be agreed prior to the submission of an application.</p>	<p><a href="#">Planning Policy Statement 4 – Planning for Sustainable Economic Growth</a></p> <p><a href="#">Planning for Town Centre Practice Guidance on need, impact and the sequential approach</a></p>
<b>Transport Assessment &amp; Statement</b>	Planning Policy Guidance Note 13 - Transport  Unitary Development Plan – Policies TM2 and TM19a	Major development proposals likely to have a significant transport impact on the existing transport network.	<p>The precise scope and detail of the Transport Assessment will vary depending on the site location, scale and nature of the proposed development.</p> <p>A Transport assessment should:</p> <ul style="list-style-type: none"> <li>Illustrate accessibility to the site by all modes of transport, and the likely modal split of journeys to and from the site.</li> <li>Give details of measures to promote sustainable travel including public transport, cycling and walking, to reduce the need for parking associated with the proposal and to mitigate transport impacts.</li> <li>If the application is not accompanied by a full Environmental Assessment then the effect of any additional traffic on air pollution and noise should be included.</li> </ul> <p>A Transport Statement may be used where the proposed development is expected to generate relatively low numbers of trips or traffic flows, with minor transport impacts.</p> <p>The level of assessment required and scoping should be agreed prior to the submission of the application.</p>	<p><a href="#">Planning Policy Guidance Note 13: Transport (2001)</a></p> <p><a href="#">Guidance on Transport Assessment (DTA March 2007)</a></p>

Local List Item	Policy Driver	Type of application or development that require this information	What Information is required	Further Information
<b>Travel Plan</b>	<p>Planning Policy Guidance 13 - Transport</p> <p>Unitary Development Plan – Policies TM2, TM19a and UDP 7</p>	<p>Major development proposals which are likely to have significant transport implications such as schools and educational establishments, public buildings, employment retail and leisure uses and residential schemes including homes for the elderly or student accommodation.</p>	<p>A draft travel plan should:</p> <ul style="list-style-type: none"> <li>Outline the way in which the transport implications of the development are going to be managed in order to ensure the minimum environmental, social and economic impacts.</li> <li>Have a strategy for its implementation that is appropriate for the development proposal under consideration.</li> <li>Identify the travel plan co-ordinator and the management arrangements for the plan e.g. a steering group and the development timetable.</li> <li>Include activities for marketing and promoting the plan to occupiers, users, visitors and residents of the site.</li> </ul>	<p><a href="#">Planning Policy Guidance Note 13: Transport (2001)</a></p> <p><a href="#">Good Practice Guidelines: Delivering Travel Plans through the Planning Process 2009 (DfT)</a></p> <p><a href="#">Making residential travel plans work: good practice guidelines for new development (Dft, 2007)</a></p>
<b>Tree Survey &amp; Tree Protection Plan</b>	<p>Planning Policy statement 9 – Biodiversity and Geological Conservation</p> <p>Unitary Development Plan – Policies NE4, NE5, and NE6</p> <p>BS5837 “Trees in relation to construction – recommendations”</p>	<ul style="list-style-type: none"> <li>Major development proposals where one or more trees would be affected</li> <li>Residential and commercial developments within in a conservation area where one or more trees would be affected</li> <li>Residential and commercial development outside a conservation area where four or more trees would be affected</li> <li>A tree protection plan is required for all developments within a conservation area.</li> </ul>	<p>The tree survey should conform to BS 5837 and be prepared by a suitably qualified and experienced arboriculturalist.</p> <p>It should include information on whether it is necessary to prune or fell any trees or remove any hedgerows. Using the methodology set out in the BS should help to ensure that development is integrated with trees and potential conflicts are avoided.</p> <p>The tree protection plan should show the position of temporary tree protective fencing around the trees to be retained and protected during the development. This information may be shown on the tree survey plan.</p>	<p>BS5837 “Trees in relation to construction – recommendations”</p>
<b>Ventilation &amp; Extraction Statement</b>	<p>Planning Policy Statement 23 - Planning and Pollution Control</p> <p>Planning Policy Guidance 24 – Planning and Noise</p> <p>Unitary Development Plan – Policies D1 and UR3.</p>	<p>Developments within the following use classes where extraction equipment for the sale/preparation of cooked food or air conditioning is to be installed.</p> <ul style="list-style-type: none"> <li>Use Classes A3 - Restaurants and cafes – for the sale of food and drink for consumption on the premises,</li> <li>A4 - Drinking Establishments – public house, wine bar or other drinking establishment</li> <li>A5 - Hot Food Takeaways – for the sale of food and drink for consumption off the premises</li> <li>Mixed use developments</li> </ul>	<p>A ventilation &amp; extraction statement should include:</p> <ul style="list-style-type: none"> <li>Details of the position and design of ventilation and extraction equipment</li> <li>Elevational plans of the ducting, odour abatement techniques, grease filters and acoustic noise characteristics.</li> </ul>	

