



PLANNING SERVICES LOCAL LIST OF INFORMATION REQUIREMENTS

Revision 4

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1. INTRODUCTION

- 1.1 The purpose of this document is to provide guidance to developers on the information required to be submitted with planning applications in order for applications to be considered valid. In 2008 a mandatory standard national planning application form and associated information requirements for the validation of planning applications was introduced (a 2008 amendment to the Town and Country Planning (General Development Management Procedure) Order 1995). Since then additional guidance has been provided in the Town and Country Planning (Development Management Procedure) (England) Orders 2013 and 2015 in addition to national Planning Practice Guidance, a web-based resource first published in March 2014 and regularly updated.
- 1.2 This document reflects the most recent guidance on local validation requirements. In accordance with the Town and Country Planning ([General Development Management Procedure](#)) (England) Order 2015 (DMPO), once adopted the Local List should be reviewed every two years to ensure it remains relevant and fit for purpose. The original Local List was adopted in 2011 and was last reviewed in 2018.
- 1.3 Derbyshire County Council's Development Management Team manage planning applications related to minerals, waste and the County Council's own developments. County Council developments encompass all proposals involving County Council premises – schools, fire stations, libraries, social services buildings, some highway schemes and bridge repairs proposed as part of highway improvements or maintenance.
- 1.4 Planning applications for householder, residential, commercial and all other types of development are dealt with by district/ borough councils unless the site lies within the Peak District National Park. The Peak District National Park Planning Authority (PDNPA) deals with all planning applications that are within the National Park boundary (including minerals and waste proposals).
- 1.5 This document focuses on the validation requirements for applications for full planning permission. Mineral and waste proposals often involve planning applications to vary or remove planning conditions on an existing planning permission (known as Section 73 planning applications). There is also a process for the Review of Old Minerals Permissions (known as ROMP applications) where the County Council considers a scheme of new and updated planning conditions in relation to an existing historic planning permission.

- 1.6 This document comprises two sections. The first section sets out the national planning application validation requirements (refs. NR1 – NR5). The second section sets out the local validation requirements (refs. LR1 – LR35). This second section is the reference resource for all applicants to find out what level of information should be included in a planning application and where additional guidance on a particular topic may be found i.e. reference to relevant sections of planning guidance and suggested resources for additional information.
- 1.7 With regard to the reference sources under sub-heading Further Guidance the use of website hyperlinks to directly access PDF (Portable Document Format) resource documents has been avoided where possible. Updates or changes to the naming of a PDF document changes its URL (Uniform Resource Locator), resulting in 'link rot' where the link is broken and the published (in this document for example) website link is no longer able to access the document.
- 1.8 Main website addresses and links to gateway pages (the page on a website that a document sits on) have been used in this document in certain instances as these are less likely to change over the life of this document. Where documents are specifically referenced i.e. title, author, year of publication, these can be accessed via an internet search engine.

2. NATIONAL REQUIREMENTS

- 2.1 This section identifies the mandatory information that is required in support of planning applications made to Derbyshire County Council. All information items are required countywide unless otherwise stated.

REF. NO. NR1: COMPLETED APPLICATION FORM

Types of Application that Require this Information:

2.2 All planning applications (with certain exceptions) submitted to Derbyshire County Council.

Driver:

2.3

- DMPO

What Information is Required?

2.4 For most planning applications (excluding mineral related development) a standard national application form should be completed (e.g. 1APP form). Copies of the relevant application forms can be accessed via the National Planning Portal at www.planningportal.gov.uk. Wherever possible planning applications should be submitted electronically via the National Planning Portal.

2.5 All applications for mineral-related development (except for on-shore oil and gas development) will need to be supported by a completed copy of Derbyshire County Council's Mineral Application Form, available from the [County Council's website](#). For on-shore oil and gas development, the standard national application form, available on the planning portal, should be completed.

2.6 For applications made under section 96A for non-material amendment(s) to a planning permission, a form is available from the planning portal.

2.7 Applications for the approval of details reserved by condition(s) attached to a permission do not need to be made using a 1APP form (although a 1APP form is available). In such cases applications can be made by letter, but this must clearly identify the permission reference number and condition(s) to which the submission relates.

2.8 The DMPO 2015 requires three copies plus the original (unless submitted electronically or where the County Council indicate that a lesser number is required).

Further Guidance

2.9

- [Link to National Planning Portal](#)
- [Link to Derbyshire County Council](#)
- [Link to Planning Practice Guidance](#)

REF. NO. NR2: LOCATION PLAN

Types of Application that Require this Information:

2.10 All planning applications submitted to Derbyshire County Council.

Exceptions:

- Applications for removal or variation of condition(s) following grant of planning permission (Section 73);
- Applications for approval of details reserved by condition(s);
- Applications for non-material amendments following the grant of planning permission (Section 96A).

Driver:

- 2.11
- DMPO

What Information is Required?

2.12 All planning applications must include copies of a location plan, preferably based on an up-to-date metric scale Ordnance Survey map and provide a drawing reference number. This should be at a scale of 1:1250 or 1:2500, or 1:5000, or 1:10000 for large sites, and clearly show the direction of north. The DMPO 2015 requires three copies plus the original (unless submitted electronically or where the County Council indicate that a lesser number is required). The plans should identify sufficient roads (i.e. at least two named roads) and/or buildings on land adjoining the site to ensure the exact location of the application is clear. The inclusion of place names may be helpful.

2.13 The application site should be edged clearly with a red line on the location plan. It should include all land necessary to carry out the proposed development (e.g. land required for access to the site from a public highway, visibility splays, landscaping, car parking and open areas around buildings). A blue line should be drawn around any other land owned by or within the control of the applicant close to or adjoining the application site.

Further Guidance

- 2.14
- [Link to Planning Practice Guidance](#)

REF. NO. NR3: OWNERSHIP CERTIFICATES AND NOTICES; AND AGRICULTURAL LAND DECLARATION

Types of Application that Require this Information:

2.15 All planning applications submitted to Derbyshire County Council. Where applicable, the Agricultural Land Declaration is included as part of the relevant ownership certificates.

2.16 An Agricultural Land Declaration is **not** required for the following types of application:

- Approval of reserved matters;
- Renewal of temporary planning permission;
- Discharge or variation of conditions;
- Lawful Development Certificate;
- Non-material amendment to an existing planning permission.

2.17 For applications for the winning and working of oil or natural gas, including exploratory drilling, the applicant is not required to serve a notice in relation to any land which is used solely for underground operations.

Driver:

- 2.18
- DMPO

What Information is Required?

2.19 A planning application is not valid, and therefore cannot be determined by the local planning authority, unless the relevant certificate (either A, B, C or D) has been completed, signed and dated. This certificate provides details about the ownership of the application site and confirms that an appropriate notice has been served on any other owners (and agricultural tenants) to inform them of the planning application. Only one of the certificate types will apply to an application.

2.20 All planning applications must include a completed, signed and dated ownership certificate and Agricultural Land Declaration where appropriate.

2.21 The ownership certificates and declaration (where applicable) are incorporated into the standard national application forms and the Derbyshire County Council Minerals Application Form.

Further Guidance

- 2.22
- [Link to Planning Practice Guidance](#)

REF. NO. NR4: APPLICATION FEE

Types of Application that Require this Information:

2.23 All planning applications submitted to Derbyshire County Council (where a fee is payable).

Driver:

- 2.24
- DMPO
 - The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012, as amended

What Information is Required?

2.25 Planning applications incur a fee and the fee applicable is dependent upon the type/category of the development for which permission is being sought. A detailed explanation of planning related fees is set out in Planning Practice guidance (PPG). The Planning Portal includes a fee calculator for applicants. Alternatively please contact Planning Services for advice.

2.26 If the planning application has not been submitted via the National Planning Portal the fee can be paid in the following ways:

- Online by most major debit and credit cards (not American Express or Diners Cards)

[Link to online derbyshire payments](#)

There is a £5000 limit per item if paying by card;

- Or by cheque payable to 'Derbyshire County Council' and posted to:

Planning Services

Derbyshire County Council

County Hall

Matlock

DE4 3AG

- Bankers Automated Clearing Services (BACS) payments may be possible and the applicant is advised to contact the County Council's Accounts Receivable Section at:

[Link to accounts receivable email address](#)

- Tel. 01629 538729

Further Guidance

2.27

- [Link to National Planning Portal Fee Calculator](#)
- [The Town and Country Planning \(Fees for Applications, Deemed Applications, Requests and Site Visits\) \(England\) Regulations 2012, as amended](#)
- [Link to Planning Practice Guidance](#)

REF. NO. NR5: DESIGN AND ACCESS STATEMENT (DAS)

Types of Application that Require this Information:

2.28 Subject to the exceptions, a DAS is required for any planning application in the categories listed below (only those parts relevant to County Matter applications are included):

- major development, which includes:
 - a) the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; or
 - b) development carried out on a site having an area of 1 hectare or more.
- where any part of the development is in a designated area*, where the proposed development consists of:
 - a) the provision of one or more dwellings; or
 - b) a building or buildings where the floor space created by the development is 100 square metres or more.

** For the purpose of DAS, a 'designated area' means a World Heritage Site or conservation area.*

2.29 A DAS is not required to be submitted if the proposed development is:

- for permission to develop land without compliance with conditions previously attached, made pursuant to section 73 of the Act;
- engineering or mining operations;
- of a kind referred to in article 20(1)(b) or (c) of the DMPO– these refer to time limits;
- for a material change in use of the land or buildings;
- for development which is waste development.

Driver:

- 2.30
- DMPO

What Information is Required?

2.31 A Design and Access Statement must:

- a) explain the design principles and concepts that have been applied to the proposed development; and
- b) demonstrate the steps taken to appraise the context of the proposed development, and how the design of the development takes that context into account.

2.32 A development's context refers to the particular characteristics of the application site and its wider setting. These will be specific to the circumstances of an individual application and a Design and Access Statement should be tailored accordingly.

2.33 Design and Access Statements must also explain the applicant's approach to access and how relevant Local Plan policies have been taken into account. They must detail any consultation undertaken in relation to access issues, and how the outcome of this consultation has informed the proposed development. Applicants must also explain how any specific issues which might affect access to the proposed development have been addressed.

Further Guidance

- 2.34
- [Link to Planning Practice Guidance](#)
 - Design and Access Statements: How to write, read and use them (Design Council 2006)
 - National Design Guide: Planning practice guidance for beautiful, enduring and successful places (Ministry of Housing, Communities and Local Government, January 2021)
 - National Model Design Code Part 1 & Part 2 (21 July 2021)

3. LOCAL REQUIREMENTS

- 3.1 This section identifies the local information requirements that may be required in support of planning applications made to Derbyshire County Council. The list provides comprehensive coverage of all matters that may need to be addressed in County Matter applications, but not all the issues will need to be addressed in support of every application. Further guidance is provided in the Validation Checklists prepared for the main types of planning applications and which are available below. Nonetheless applicants are advised to discuss information requirements with the planning authority at the pre-application stage. All information items are required countywide unless otherwise stated.

REF. NO. LR1: DRAWINGS / PLANS / SECTIONS / PHOTOGRAPHS

Types of Application that Require this Information:

3.2 All full planning applications for minerals, waste and County Council development.

Driver:

- 3.3
- DMPO
 - Planning Practice Guidance

What Information is Required?

3.4 All drawings and plans should be at an identified standard metric scale and have a drawing reference number and title clearly annotated. Any revisions to drawings should be clearly referenced. The provision of the individual requirements listed below should always include information to demonstrate the existing situation at a site (i.e. 'as existing drawings').

Further Guidance

- 3.5
- [Link to Planning Practice Guidance](#)

REF. NO. LR1.1: SITE / BLOCK PLANS

Types of Application that Require this Information:

3.6 Most development and change of use proposals. Exceptions where block plans are not necessary should be agreed at pre-application discussions.

Driver:

3.7 • DMPO

What Information is Required?

3.8 A site plan should be drawn at an identified metric scale (e.g. 1:200 or 1:500, or such scale as appropriate), should include a drawing reference number and title and should accurately show:

- a) the direction of North;
- b) the proposed development in relation to the site boundaries, with written dimensions including those to the boundaries;

The following items are required to be shown where they influence or could be affected by the proposed development:

- c) all buildings, roads and footpaths on land adjoining the site including access arrangements;
- d) all public rights of way crossing or adjoining the site (e.g. footpath, bridleway, restricted byway or byway open to all traffic);
- e) the position of all trees and hedgerows on the site and those on adjacent land that could influence or be affected by the development (also see Tree or Arboricultural Statement (LR6) of the local requirements for more advice/details);
- f) the extent and type of any hard surfacing;
- g) boundary treatment including walls or fencing where this is proposed;
- h) identify connection points for foul and surface waters and any culverted watercourses present within the development site (where known);
- i) the position and extent of any playing fields.

Further Guidance

3.9 • [Link to Planning Practice Guidance](#)

REF. NO. LR1.2: ELEVATION PLANS (EXISTING AND PROPOSED)

Types of Application that Require this Information:

3.10 Proposals involving new buildings, structures, plant and machinery, or which would involve a change to the appearance of an existing building etc.

Driver:

3.11

- DMPO
- Planning Practice Guidance

What Information is Required?

3.12

- A drawing reference number and title;
- Drawn to a scale of 1:50 or 1:100 clearly showing all sides of the proposals (including blank elevations);
- Clearly show the proposed works in relation to what is already there;
- Details of the dimensions of the building in metric measurements;
- Details of all the external materials and finishes with colour (expressed in BS or RAL code);
- Position and materials of doors and windows;
- Details of any adjacent buildings and structures.

Further Guidance

3.13

- [Link to Planning Practice Guidance](#)

REF. NO. LR1.3: FLOOR PLANS (EXISTING AND PROPOSED)

Types of Application that Require this Information:

3.14 All proposals for new buildings and/or the extension of existing buildings that would create additional floorspace.

Driver:

3.15

- DMPO
- Planning Practice Guidance

What Information is Required?

3.16

- A drawing reference number and title;
- Drawn to a scale of 1:50 or 1:100;
- Clearly show the proposed works in relation to what is already there;
- Details of new walls to be created or existing walls to be lost;
- Position of window/door openings;
- Uses of the floorspace, where appropriate.

Further Guidance

3.17

- [Link to Planning Practice Guidance](#)

REF. NO. LR1.4: CROSS-SECTIONS AND GROUND LEVELS (EXISTING AND PROPOSED)

Types of Application that Require this Information:

3.18 All proposals where changes to the existing site/ground levels are proposed or where, although no changes to ground levels are proposed, cross sections would help demonstrate the perspective of the development relative to existing features.

Driver:

- 3.19
- DMPO
 - Planning Practice Guidance

What Information is Required?

- 3.20
- A drawing reference number and title;
 - Drawn to a scale of 1:50 or 1:100;
 - Clearly show the proposed works in relation to what is already there;
 - Details of changes in site and ground levels and how the development relates to them;
 - The position of adjoining land and development to demonstrate how they relate to the proposal.

Further Guidance

- 3.21
- [Link to Planning Practice Guidance](#)

REF. NO. LR1.5: PHOTOGRAPHS AND PHOTOMONTAGES

Types of Application that Require this Information:

3.22 Applications where the development would result in a significant change in the appearance of a building or landscape. This includes development affecting Listed Buildings and conservation areas, mineral developments, major remediation schemes and waste management developments with substantial new buildings, structures or high storage facilities. Photomontages can be useful to assess the impact to the significance of heritage assets, including their setting and on how to minimise or avoid impacts.

Driver:

- 3.23
- DMPO
 - Planning Practice Guidance

What Information is Required?

3.24 Photographs to demonstrate the appearance of a building or area in its current state and photomontages to demonstrate the change. The date when the photographs were taken should be clearly annotated. Details of the compass direction of each photograph can be helpful. Computer generated images may also be helpful.

Further Guidance

- 3.25
- [Link to Planning Practice Guidance](#)

REF. NO. LR2: PLANNING / SUPPORTING STATEMENT

Types of Application that Require this Information:

- 3.26 Most applications except those accompanied by an Environmental Statement under the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (the EIA Regulations).
- 3.27 **Note** - the questions on the 1APP forms and the space provided for responses do not always enable applicants to fully describe and explain their proposals. The provision of a written supporting statement may be helpful to applicants.

Driver:

- 3.28
- DMPO

What Information is Required?

- 3.29 A statement explaining the need for the proposed development which should be proportionate and specific to the development. The statement should consider national and local planning policies that are of direct relevance to the proposal and provide a reasoned assessment of the conformity or otherwise of the proposal with those policies. Where a proposed development does not comply with development plan policies, an explanation must be provided to justify the need for the development and set out overriding reasons as to why the proposal should go ahead. The supporting statement should also include details of the proposal in terms of its achievement of sustainable development, which should cover economic, social and environmental issues.
- 3.30 For County Council developments, where appropriate, the statement should include outline details of any wider development or redevelopment plans at the site (context for the current proposal). This could be presented in the form of a Master Plan for the site.
- 3.31 For developments on school sites that would increase pupil capacity, the supporting statement should provide details of the existing and proposed pupil and staff numbers and car parking provision for staff and visitors.
- 3.32 In areas where there is significant housing development proposed/ permitted the County Council would also consider the strategic planning needs for increased school capacities as part of a wider suite of measures planned for an area.

Further Guidance

- 3.33
- [Link to Planning Practice Guidance](#)

REF. NO. LR3: STATEMENT OF COMMUNITY INVOLVEMENT/ PRE-APPLICATION ENGAGEMENT

Types of Application that Require this Information:

- 3.34 It is good practice to engage with the community at an early stage of any proposed development but especially most 'major' developments as defined in the DMPO.
- 3.35 Exceptions would include small scale proposals where the potential impact would be limited in scale and area. For example, small scale changes on an existing waste or minerals development.

Driver:

- 3.36
- Pre-application engagement
 - Derbyshire County Council Planning Services - Statement of Community Involvement 2021 (December 2021)
 - Section 18 Planning and Compulsory Purchase Act 2004 – Statement of Community involvement
 - National Planning Policy Framework (NPPF) (Ministry of Housing, Communities and Local Government (MHCLG), January 2021)
 - Chapter 4: Decision-making. Paragraphs 39-42
 - Localism Act 2011
 - Planning Practice Guidance

What Information is Required?

- 3.37 The scale and level of detail in the Statement of Community Involvement (SCI) will be proportionate to the nature of the proposal and extent of consultation. The statement should include details of the consultation carried i.e. who was consulted, what information was provided and how, were any public consultation events held, a summary of any responses, a commentary on how responses have been taken into account and a conclusion to confirm the effect of the public consultation on shaping the final proposal for submission.

Further Guidance

- 3.38
- Derbyshire County Council, Planning Services - Statement of Community Involvement 2021 (December 2021)
 - [Link to Planning Practice Guidance](#)

REF. NO. LR4: FLOOD RISK ASSESSMENT

Types of Application that Require this Information:

3.39 A Flood Risk Assessment will be required for development proposals in areas at risk of flooding. For fluvial (river) and sea flooding, this is principally land within Flood Zones 2 and 3. It can also include an area within Flood Zone 1 which the Environment Agency has notified the local planning authority as having critical drainage problems. Site-Specific Flood Risk Assessment is required for the following types of development/application:

- All development proposals of 1 hectare or greater in Flood Zone 1 (as identified by the Environment Agency);
- All development proposals for new development in Flood Zones 2, 3a and 3b (including minor development and change of use);
- All development proposals in an area within Flood Zone 1 which has critical drainage problems (as notified to the local planning authority by the Environment Agency);
- Where proposed development or a change of use to a more vulnerable class may be subject to other sources of flooding.

Driver:

- 3.40
- NPPF Chapter 14: Meeting the challenge of climate change, flooding and coastal change Paragraphs 153-173
 - Derby and Derbyshire Waste Local Plan (DDWLP) (March 2005) Policies W5: Identified interests of environmental importance, W6: Pollution and related nuisances and W9: Protection of other interests.
 - Derby and Derbyshire Minerals Local Plan (DDMLP) (April 2000) Policies MP1: The Environmental Impact of Mineral Development and MP4: Interests of Acknowledged Environmental Importance.

What Information is Required?

- 3.41 The assessment should demonstrate how flood risk will be managed now and over the development's lifetime, taking climate change into account, and with regard to the vulnerability of its users (see Table 2 – Flood Risk Vulnerability of the PPG).
- 3.42 Flood Risk Assessments should demonstrate compliance with the requirements set out in the Site-Specific Flood Risk Assessment: CHECKLIST of the PPG. Where appropriate, this will include consideration of the Sequential and Exception Tests.

3.43 Sequential and Exception Tests are not required for minor development. For this purpose, minor is defined as non- residential extensions with a footprint of less than 250sq.m. and development that does not increase the size of buildings. Such proposals still require a FRA, where otherwise necessary.

Further Guidance

- 3.44
- [Link to Planning Practice Guidance](#)
 - [Link to preparing a flood risk assessment](#)
 - [Link to flood map for planning](#)
 - [Link to Check for Flooding in England](#)
 - [Link to Sustainable Drainage Systems: Non-statutory technical standards for sustainable drainage systems \(Department for Environment, Food and Rural Affairs \(DEFRA\), March 2015\)](#)
 - [Link to Association of Drainage Authorities](#)

REF. NO. LR5: FOUL AND SURFACE WATER DRAINAGE DETAILS

Types of Application that Require this Information:

3.45 For all applications for new development (e.g. new buildings, extensions, hard surfaced areas such as car parks and playgrounds) where there are concerns about the capacity of wastewater infrastructure, applicants will be asked to provide information about how the proposed development will be drained and wastewater dealt with.

Driver:

- 3.46
- 1APP Form
 - NPPF Chapter 14: Meeting the challenge of climate change, flooding and coastal change Paragraph 168-169 in respect of Sustainable Urban Drainage Systems (SuDS)
 - DDWLP (March 2005) Policy W6: Pollution and related nuisances

What Information is Required?

- 3.47 Sufficient information to demonstrate how surface and foul waters arising from the development will be managed. If an application proposes to connect a development to the existing drainage system then details of the existing system should be provided. Where new infrastructure or servicing is required the details should be provided with the application. The details shall include the type (including sustainable drainage systems [SuDS]) and nature of the system to be used and details of its design, specification and location.
- 3.48 Where the development involves the disposal of trade waste or of foul sewage effluent other than to the public sewer, a fuller foul drainage assessment is required including details of the method of storage, treatment and disposal. Applications for developments relying on anything other than connection to a public sewage treatment plant should be supported by sufficient information to understand the potential implications for the water environment.
- 3.49 The level of information supplied should be sufficient to enable the application to be determined. It may be possible to defer full details to be submitted under the terms of a condition.

Further Guidance

- 3.50
- [Link to Planning Practice Guidance](#)
 - [Link to Sustainable Drainage Systems: Non-statutory technical standards for sustainable drainage systems \(Department for Environment, Food and Rural Affairs \(DEFRA\), March 2015\)](#)

REF. NO. LR6: TREE / ARBORICULTURAL STATEMENT

Types of Application that Require this Information:

- 3.51 All applications which involve the felling and pruning of existing trees and hedges on a site, or involve works (excavations, storage of materials and movement of heavy plant and vehicles) which could affect tree or hedgerow root systems.
- 3.52 **Note** - the 1APP form requires the provision of information relating to trees and hedgerows on site where they would be affected by the development either directly or indirectly.

Driver:

- 3.53
- 1APP Form
 - NPPF Chapter 12: Achieving well-designed places Paragraph 131 and Chapter 15: Conserving and enhancing the natural environment Paragraphs 174-180(c)

What Information is Required?

- 3.54 A tree survey detailing the location of existing trees on a site, including species, size, condition and spread. The statement should describe:

- 1) How the proposed development would affect existing trees on or adjacent to the site and justify any trees to be felled due to their condition and/or as a result of the development;
- 2) Methods to be adopted to protect trees during construction and operation;
- 3) Proposals for replacement planting.

- 3.55 **Note** - All trees which require removal or pruning will need to be assessed for their potential to support roosting bats. Refer to LR7.2 below for further details.

Further Guidance

- 3.56
- BS5837:2012 Trees in Relation to Design, Demolition and Construction – Recommendations (British Standards Institute, April 2012) (Currently under review)
 - [Link to Natural England Standing Advice on Species Protection](#)

REF. NO. LR7: ECOLOGY/ NATURE CONSERVATION STATEMENT

Types of Application that Require this Information:

3.57 All applications which have the potential to affect sites or features with an ecological, geological or biodiversity based interest including:

- Statutorily or locally designated sites of ecological interest;
- Areas of priority habitat or other habitat of potentially significant value;
- Protected or notable species and other species referred to in the NPPF.

3.58 Applicants are advised to agree the need for such assessments in pre- application discussions with the County Planning Authority.

Driver:

- 3.59
- 1APP Form
 - NPPF Chapter 15: Conserving and enhancing the natural environment Paragraphs 174-188
 - DDWLP (March 2005) Policies W5: Identified interests of environmental importance and W6: Pollution and related nuisances.
 - DDMLP (April 2000) Policies MP1: The environmental Impact of development, MP4: Interests of acknowledged environmental importance and MP6: Nature conservation mitigation measures.
 - Environment Act 2021
 - Section 40 of the Natural Environment and Rural Communities Act 2006

What Information is Required?

3.60 Surveys to establish the ecological interest of a site and surrounding area and assessments of any potential impacts on the ecological interest arising from the development, any mitigation proposals and proposals for long-term maintenance and management. Any proposals for biodiversity enhancement / net gain should also be provided.

3.61 The sequential steps of the Mitigation Hierarchy should be followed comprising avoid, mitigate or as a last resort compensate for. For major development this should take the form of an Ecological Impact Assessment (EclA). For other development a Preliminary Ecological Appraisal should be completed, noting that an EclA may subsequently be required.

- 3.62 All surveys and assessments should be undertaken and prepared by competent persons with suitable qualifications and experience, and must be carried out at an appropriate time and month of year, in suitable weather conditions and using nationally recognised survey guidelines/methods where available.
- 3.63 Where surveys and assessments are not considered to be necessary, the application should be supported by a statement to explain why this is the case.
- 3.64 Ecological surveys should ordinarily be no more than two years old.

Further Guidance

- 3.65
- [Link to Planning Practice Guidance](#)
 - A Green Future: Our 25 Year Plan to Improve the Environment (HM Government, 2018)
 - A Cross-Sector Guide for Implementing the Mitigation Hierarchy (Cross Sector Biodiversity Initiative, 2015)
 - [Link to Natural England Standing Advice on Species Protection](#)
 - Natural England Discretionary Advice Service (DAS)
 - Guidelines for Preliminary Ecological Appraisal (Second Edition) (Chartered Institute of Ecology and Environmental Management (CIEEM), December 2017)
 - Guidelines for Ecological Impact Assessment in the UK and Ireland (CIEEM, 2018) Advice Note: On the Lifespan of Ecological Reports and Surveys (CIEEM, April 2019)
 - The Conservation of Habitats and Species Regulations 2017
 - BS42020:2013 British Standard for Biodiversity – Code of practice for planning and development (British Standards Institute (BSI), August 2013)
 - Biodiversity 2020: A Strategy for England’s Wildlife and Ecosystem Services (DEFRA, August 2011)
 - Government Circular 06/2005: Biodiversity and Geological Conservation – Statutory Obligations and their Impact within the Planning System (Ministry of Housing, Communities and Local Government (MHCLG), August 2005)
 - BS 8683:2021 Process for designing and implementing Biodiversity Net Gain. Specification (August 2021)
 - The Biodiversity Metric 3.0 (July 2021)

REF. NO. LR7.1: PROTECTED AND NOTABLE SPECIES SURVEYS

Types of Application that Require this Information:

- 3.66 All applications which have the potential to affect legally protected species, notable species or conservation priority species.
- 3.67 All applications where an initial ecological survey or preliminary ecological appraisal has identified that additional surveys for protected and notable species may be required.
- 3.68 Surveys should also be undertaken where an ecological consultant, Local Authority ecologist, Local Wildlife Trust, or other suitably qualified ecologist or body indicates the possible presence of such species.

Driver:

- 3.69
- 1APP Form
 - DDWLP Policies W5: Identified interests of environmental importance and W6: Pollution and related nuisances.
 - DDMLP Policies MP1: The environmental Impact of development, MP4: Interests of acknowledged environmental importance and MP6: Nature conservation mitigation measures.
 - The Conservation of Habitats and Species Regulations 2017
 - BS42020:2013 British Standard for Biodiversity – Code of practice for planning and development (BSI, August 2013)
 - Wildlife and Countryside Act 1981 as amended
 - Section 40 of the Natural Environment and Rural Communities Act 2006
 - Environment Act 2021

What Information is Required?

- 3.70 A specific protected species survey and assessment. The survey should be undertaken in accordance with the criteria outlined in LR7 above. Protected and notable species surveys should be no more than two seasons old. The survey must be to an appropriate level of scope and detail and must:

- Record which species are present and identify their approximate numbers;
- Map their distribution and use of the area, site, structure or feature (e.g. for feeding, shelter, breeding).

3.71 The assessment should identify and describe potential impacts, both direct and indirect, likely to harm the protected species and/or their habitats. Where harm is likely, evidence must be submitted to show:

- How alternatives designs or locations have been considered;
- How adverse effects will be avoided wherever possible;
- How unavoidable impacts will be mitigated or reduced;
- How impacts that cannot be avoided or mitigated will be compensated.

3.72 Proposals are to be encouraged that will enhance, restore or add to features or habitats used by protected species. The Assessment should give an indication of how species numbers are likely to change, if at all, as a result of the development.

3.73 All Minerals and Waste planning applications are expected to ensure that any pertinent biodiversity issues are addressed in accordance with BS42020:2013 British Standard for Biodiversity – Code of practice for planning and development (BSI, August 2013).

Further Guidance

- 3.74
- The Conservation of Habitats and Species Regulations 2017
 - BS42020:2013 British Standard for Biodiversity – Code of practice for planning and development (BSI, August 2013)
 - [Link to Natural England Standing Advice on Species Protection](#)
 - Natural England Discretionary Advice Service (DAS)
 - Guidelines for Preliminary Ecological Appraisal (Second Edition) (Chartered Institute of Ecology and Environmental Management (CIEEM), December 2017)
 - Bat Surveys for Professional Ecologists: Good Practice Guidelines (Bat Conservation Trust (3rd Edition), 2016)
 - Biodiversity 2020: A Strategy for England's Wildlife and Ecosystem Services (DEFRA, August 2011)
 - BS 8683:2021 Process for designing and implementing Biodiversity Net Gain. Specification (August 2021)
 - The Biodiversity Metric 3.0 (July 2021)

REF. NO. LR7.2: ECOLOGICAL SURVEYS FOR DEVELOPMENTS WITH THE POTENTIAL TO AFFECT DESIGNATED SITES OR PRIORITY HABITATS

Types of Application that Require this Information:

3.75 All applications which have the potential to affect:

1) Designated sites including:

- Internationally designated sites;
- Nationally designated sites;
- Regionally and locally designated sites.

2) Priority habitats (Habitats of Principal Importance for Biodiversity under S.41 of the Natural Environment and Rural Communities (NERC) Act 2006).

3.76 A full survey and assessment may not be required where the applicant has received pre-application advice from Natural England (International and National Sites), or from the Local Planning Authority's ecologist, and/or the local Wildlife Trust (Regional and Local Sites and Priority Habitats) confirming in writing that they are satisfied the proposed development will not affect any designated sites or any other priority habitats or listed features.

Driver:

- 1APP Form
- DDWLP Policies W5: Identified interests of environmental importance and W6: Pollution and related nuisances.

3.77

- DDMLP Policies MP1: The environmental Impact of development, MP4: Interests of acknowledged environmental importance and MP6: Nature conservation mitigation measures.
- Government Circular 06/2005: Biodiversity and Geological Conservation – Statutory Obligations and their Impact within the Planning System (Ministry of Housing, Communities and Local Government (MHCLG), August 2005).
- The Conservation of Habitats and Species Regulations 2017.
- Wildlife and Countryside Act 1981 as amended.
- Section 40 of the Natural Environment and Rural Communities Act 2006.
- Environment Act 2021.

What Information is Required?

3.78 An Ecological/Geological Survey and Assessment for the relevant feature affected. An ecological/geological survey and assessment or Ecological Impact Assessment (EclA) may form part of a wider Environmental Impact Assessment.

3.79 The survey should be undertaken in accordance with the criteria outlined in LR7 above. The survey must be to an appropriate level of scope and detail and should:

- Record which habitats and features are present on and, where appropriate, around the site;
- Identify the extent/area/length present;
- Map their distribution on site and/or in the surrounding area shown on an appropriate scale plan.

3.80 The assessment should identify and describe potential impacts, both direct and indirect, likely to harm the designated sites, priority habitats, other listed biodiversity features or geological features. Where harm is likely, evidence must be submitted to show:

- How alternatives designs or locations have been considered;
- How adverse effects will be avoided wherever possible;
- How unavoidable impacts will be mitigated or reduced;
- How impacts that cannot be avoided or mitigated will be compensated.

3.81 Proposals are to be encouraged that will enhance, restore or add to designated sites, priority habitats, or other biodiversity features. The assessment should give an indication of likely change in the area (hectares) of habitat resource on the site after development.

3.82 If a European site may be affected (Special Area of Conservation (SAC), Special Protection Area (SPA) or Ramsar site), the submitted documents must contain sufficient information to inform a Habitats Regulation Assessment (HRA) to be completed in accordance with Part 6 Regulation 63(1) of The Conservation of Habitats and Species Regulations 2017. In addition, in accordance with Part 6 Regulation 63(2), the applicant is required to provide sufficient information to enable the County Planning Authority to complete its assessment. It is therefore advised that applicants submit their own HRA.

3.83

- The Conservation of Habitats and Species Regulations 2017
- Guidelines for Preliminary Ecological Appraisal (Second Edition) (Chartered Institute of Ecology and Environmental Management (CIEEM), December 2017)
- Guidelines for Ecological Impact Assessment in the UK and Ireland (CIEEM, 2018)
- BS42020:2013 British Standard for Biodiversity – Code of practice for planning and development (BSI, August 2013)
- [Link to Natural England Standing Advice on Species Protection](#)
- Natural England Discretionary Advice Service
- [Link to Derbyshire County Council Record Office](#)
- Existing environmental information may be available from:
 - [Link to Local Geoconversation Groups \(also known as RIGS \(Regionally Important Geological and Geomorphological Sites\) Groups](#)
- [Link to the Local Wildlife Trusts](#)
- BS 8683:2021 Process for designing and implementing Biodiversity Net Gain. Specification (August 2021)
- The Biodiversity Metric 3.0 (July 2021)

REF. NO. LR7.3: ASSESSMENT OF SITES OR FEATURES OF GEOLOGICAL INTEREST

Types of Application that Require this Information:

3.84 Applications which have the potential to affect designated sites of geological interest, or recognised or potential geological assets including:

Designated sites including:

- Internationally and national designated sites of geological interest (geological SSSIs);
- Regionally and locally designated sites – Regionally Important Geological Sites (RIGS)/Local Geological Sites or Local Nature Reserves designated for geodiversity interest.

Other geological conservation features (including sites falling within the categories identified in the Earth Science Conservation Classification):

- Exposure or Extensive Sites
- Integrity Sites
- Finite Sites

3.85 A full survey and assessment may not be required where the applicant has received pre-application advice from Natural England (International and National Sites), or appropriate local geological experts such as the Local RIGS Group (Regional and Local Sites) confirming in writing that they are satisfied the proposed development will not affect any designated sites.

Driver:

- 3.86
- 1APP Form
 - DDWLP Policies W5: Identified interests of environmental importance and W6: Pollution and related nuisances.
 - DDMLP Policies MP1: The environmental Impact of development, MP4: Interests of acknowledged environmental importance
 - NPPF Chapter 15: Conserving and enhancing the natural environment Paragraph 174a

What Information is Required?

3.87 A Geological Survey and Assessment for the relevant feature affected. A geological survey and assessment may form part of a wider Environmental Impact Assessment. The survey should be undertaken in accordance with the criteria outlined in LR7 above. The survey must be to an appropriate level of scope and detail and should:

- Record which features are present on and, where appropriate, around the site;
- Identify the extent/area/length present;
- Map their distribution on site and/or in the surrounding area shown on an appropriate scale plan.

3.88 The assessment should identify and describe potential impacts, both direct and indirect, likely to harm the designated sites or geological features. Where harm is likely, evidence must be submitted to show:

- How alternative designs or locations have been considered;
- How adverse effects will be avoided wherever possible;
- How unavoidable impacts will be mitigated or reduced;
- How impacts that cannot be avoided or mitigated will be compensated.

3.89 Proposals are to be encouraged that will conserve or enhance the geological resource including access to and interpretation of where appropriate. The assessment should give an indication of likely change in the geological resource after development.

Further Guidance

- 3.90
- Earth Science Conservation Classification (ESCC)
 - Existing geological interest information may be available from:
 - [Link to Local Geoconversation Groups \(also known as RIGS \(Regionally Important Geological and Geomorphological Sites\) Groups\)](#)
 - [Link to British geological survey](#)

REF. NO. LR8: LANDSCAPE AND VISUAL IMPACT ASSESSMENT

Types of Application that Require this Information:

- 3.91 The majority of developments involving surface mineral extraction and related structures, waste disposal developments, the construction of large buildings and structures and remediation schemes and applications that could adversely affect heritage assets.
- 3.92 Any development proposal which has potential to adversely impact on the character and appearance of the surrounding landscape, having regard to public viewpoints and the sensitivity of the landscape.

Driver:

- 3.93
- 1APP Form
 - NPPF Chapter 15: Conserving and enhancing the natural environment Paragraph 174a
 - DDWLP Policies W5: Identified interests of environmental importance and W7: Landscape and other visual impacts
 - DDMLP Policies MP1: The environmental Impact of development, MP4: Interests of acknowledged environmental importance

What Information is Required?

- 3.94 A landscape and visual assessment of the existing site and surrounding area identifying the landscape character and type and the visual receptors.
- 3.95 An assessment of the effect and impact of the development on these aspects and the residual impact, taking into account any proposed landscaping or screening features.
- 3.96 An indicative landscaping plan clearly indicating existing vegetation including trees, hedgerows and shrubs to be removed and those to be retained. It may be necessary to provide full details of the proposed landscaping scheme at the time of submission (species to be planted, numbers, spacing, size, seeding mix etc.), although in appropriate cases these details could be required under the terms of a condition of a planning permission.

Further Guidance

3.97

- [Link to Planning Practice Guidance](#)
- The Landscape Character of Derbyshire (4th Edition) (Derbyshire County Council, December 2013)
- Guidelines for Landscape and Visual Impact Assessment (3rd Edition) (Landscape Institute, 2013)
- Technical Support Document 1 – Areas of Multiple Environmental Sensitivity (Derbyshire County Council, 2013)
- Technical Support Document 2 – Tranquillity (Derbyshire County Council, 2013)
- Technical Support Document 3 (2nd edition 2021) - Monitoring Landscape Change 2003 – 2021 (Derbyshire County Council, 2021)
- Landscape Institute Advice Note 01/11: Photography and Photomontage in Landscape and Visual Impact Assessment (Landscape Institute, March 2011)
- [Link to Natural Environment \(landscape pages\)](#) (MHCLG, January 2016)
- National Character Area Profiles (Natural England, September 2014)

REF. NO. LR9: LANDSCAPING SCHEME

Types of Application that Require this Information:

- 3.98 All proposals where new or replacement landscaping is proposed as part of the development.
- 3.99 **Note** - this requirement is focused on those proposals where the form of landscaping is an integral part of the information required to determine an application. In other cases it may be possible to defer landscaping schemes to post-determination by condition.

Driver:

- 3.100
- DMPO
 - NPPF Chapter 15: Conserving and enhancing the natural environment Paragraph 174a
 - DDWLP Policy W7: Landscape and other visual impacts
 - DDMLP Policies MP1: The environmental Impact of development, MP4: Interests of acknowledged environmental importance

What Information is Required?

- 3.101 Details should include a plan detailing the location and type of vegetation to be either removed or retained, the location of any new soft or hard landscaping and opportunities for biodiversity enhancement that are proposed as part of the development. In addition, a statement should be provided which identifies the species, numbers and sizes of all new planting, including details of any seeding mixes, as well as details for the long-term maintenance and after-care period (5 years generally but up to 10 years for mineral developments).
- 3.102 If not essential for the assessment of the proposed development, the proposed landscaping could be shown as an indicative Master Plan with details to be agreed in future under the requirements of a planning condition. Applicants are advised to agree this with the planning authority prior to submission.

Further Guidance

3.103

- [Link to Planning Practice Guidance](#)
- The Landscape Character of Derbyshire (4th Edition) (Derbyshire County Council, December 2013)
- Technical Support Document 1 – Areas of Multiple Environmental Sensitivity (Derbyshire County Council, 2013)
- Technical Support Document 2 – Tranquillity (Derbyshire County Council, 2013)
- Technical Support Document 3 (2nd edition 2021) - Monitoring Landscape Change 2003 – 2021 (Derbyshire County Council, 2021)

REF. NO. LR10: GREEN AND BLUE INFRASTRUCTURE PROVISION

Types of Application that Require this Information:

3.104 Green infrastructure is a strategically planned and delivered network comprising the broadest range of high quality green spaces and other environmental features and covers a range of assets and spaces that provide environmental and wider benefits. This can include playing fields, municipal parks, allotments, private gardens, woodland, green roofs and tree-lined streets. Blue infrastructure includes swales (sustainable drainage ponds planted with reeds), rivers, canals, natural watercourses, wetlands and other water bodies. Planning applications that involve the provision of these should provide information on their design and management as a multifunctional resource capable of delivering those ecological services and quality of life benefits required by the communities they serve, and needed to underpin sustainability. Planning applications that involve the loss of green and/or blue infrastructure should provide justification for this and details of mitigation and compensation measures.

Driver:

- 3.105**
- Derbyshire Local Transport Plan 2011 - 2026 (LTP3) (Derbyshire County Council, April 2011) Chapter 8: Guiding delivery – next steps: improving local accessibility and achieving healthier travel habits Pages 44-45
 - Appendix A4: Greenway strategies page A81
 - NPPF Chapter 8 Promoting healthy and safe communities Paragraph 92
 - Chapter 14 Meeting the challenge of climate change, flooding and coastal change Paragraph 154

What Information is Required?

- 3.106** The design and management of green infrastructure should respect and enhance the character and distinctiveness of an area with regard to habitats and landscape types. Detailed designs should be provided including details of construction and future maintenance.
- 3.107** Where a proposal results in the loss of green infrastructure, a justification for this and details of alternative facilities to compensate for this loss should be provided.

Further Guidance

3.108

- [Link to Planning Practice Guidance](#)
- Green Infrastructure Guidance NE176 (Natural England, January 2009)
- Accessible Natural Green Space Standards in Towns and Cities: A Review and Toolkit for Their Implementation (ENRR526) (Natural England, 2003)
- Building with Nature Standards Framework BwN 2.0 (2021)
- Greater Nottingham Green and Blue Infrastructure Strategy Part 1 July 2020
- 6C's Green Infrastructure Strategy Volume 1 Sub-Regional Strategic Framework
- District and Borough Council's Local Plans

REF. NO. LR11: HYDROLOGY/ HYDROGEOLOGY STATEMENT

Types of Application that Require this Information:

3.109 All developments which involve disturbance to the ground that could affect the water table and the movement of water under and around the site or involves the use of materials and processes that could result in pollution of the water environment.

Driver:

- 3.110
- NPPF Chapter 14: Meeting the challenge of climate change, flooding and coastal change Paragraphs 152-169
 - DDWLP Policies W4: Precautionary principle, W5: Identified interests of environmental importance and W6: Pollution and related nuisances.
 - DDMLP Policies MP1: The environmental Impact of development, MP4: Interests of acknowledged environmental importance

What Information is Required?

3.111 An assessment of the water environment around the site and the impact that the development could have on both the movement of water and its quality. The statement should include details of the mitigation measures proposed to prevent pollution and avoid affecting the riparian rights of others in the area.

Further Guidance

- 3.112
- [Link to Planning Practice Guidance](#)
 - The Environment Agency's approach to groundwater protection (amended March 2018)

REF. NO. LR12: CONTAMINATED LAND ASSESSMENT

Types of Application that Require this Information:

3.113 All applications for development where contaminated land or buildings/structures are known or suspected to exist.

Driver:

- 3.114
- NPPF Chapter 15: Conserving and enhancing the natural environment
Paragraphs 183-188

What Information is Required?

- 3.115 If there is a reason to believe contamination could be an issue, developers should provide proportionate but sufficient site investigation information (a risk assessment) to determine the existence or otherwise of contamination, its nature and extent, the risks it may pose and to whom/what (the 'receptors') so that these risks can be assessed and satisfactorily reduced to an acceptable level.
- 3.116 The risk assessment should also identify the potential sources, pathways and receptors ('pollutant linkages') and evaluate the risks. This information will enable the local planning authority to determine whether further/more detailed investigation is required, or whether any proposed mitigation or remediation is satisfactory.
- 3.117 Planning applications involving any works to school buildings known, or suspected, to contain asbestos should be indicated as such in the planning application and should include, as a minimum, a desk top study. If the desk top study identifies that further investigation is critical to the determination of an application (i.e. could not be the subject of a planning condition) a site investigation will be required to validate the planning application.

Further Guidance

3.118

- [Link to Planning Practice Guidance](#)
- [Link to Land contamination technical guidance](#)
- BS10175:+A2:2017 Investigation of Potentially Contaminated Sites – Code of Practice (BSI, March 2011) (Current but under review)
- Asbestos: The Survey Guide HSG264 (2nd Edition) (Health and Safety Executive, 2012)
- Managing Asbestos in Buildings INDG223 (Revision 5) (Health and Safety Executive, 2012)
- Managing and Working with Asbestos – Control of Asbestos Regulations 2012 Approved Code of Practice L143 (2nd Edition) (Health and Safety Executive, 2013)
- LCRM: Stage 1 Risk Assessment, Environment Agency, April 2021)
- LCRM: Stage 2 Options Appraisal, Environment Agency, April 2021)
- LCRM: Stage 3 Remediation and Verification, Environment Agency, April 2021)

REF. NO. LR13: TRANSPORT ASSESSMENT OR STATEMENT

Types of Application that Require this Information:

3.119 All proposals which would generate significant amounts of new or additional traffic or include the provision of a new or amended site access. The form and detail required will depend on the significance of the transport implications.

3.120 In determining whether a Transport Assessment (TA) or Transport Statement (TS) will be needed for a proposed development, the following will be taken into consideration:

- the TA/TS policies (if any) of the Local Plan;
- the scale of the proposed development and its potential for additional trip generation (smaller applications with limited impacts may not need a TA/TS);
- existing intensity of transport use and the availability of public transport;
- proximity to nearby environmental designations or sensitive areas;
- impact on other priorities/ strategies (such as promoting walking and cycling);
- the cumulative impacts of multiple developments within a particular area; and
- whether there are particular types of impacts around which to focus the Transport Assessment or Statement (e.g. assessing traffic generated at peak times).

3.121 A TA/TS may still be required for smaller developments i.e. extensions to schools where the location is sensitive i.e. where there is the potential for increased conflicts between motorised and non-motorised users. Children, elderly people and people with disabilities are vulnerable road users.

Driver:

- 3.122**
- NPPF Chapter 9: Promoting sustainable transport Paragraph 113
 - DDWLP Policies W2: Transport principles and W8: Impact of the transport of waste
 - DDMLP Policy MP5: Transport

What Information is Required?

3.123 The scope and level of detail in a Transport Assessment (TA) or Transport Statement (TS) will vary from site to site. The coverage and detail of the TA/TS should reflect the scale of the development and the extent of the traffic implications. Information should include all existing and proposed vehicular and pedestrian movements to and from the application site and vehicle manoeuvring, parking, loading and servicing areas should be delineated. Where relevant, particularly with proposals for schools, details of existing and proposed employee numbers and details of both vehicle and cycle parking spaces should be provided.

- 3.124 The information provided should identify the extent of the transport implications of the proposed development in order to determine the suitability of it for the standard of the highway network in the area. A sustainable approach to transport should be considered for all proposed development and an assessment of accessibility by non-vehicle modes should be considered.
- 3.125 A TA/TS should illustrate the likely modal split of journeys to and from the site. It should identify any proposed measures to improve access by public transport, walking and cycling, to reduce the need for parking required by the development, and to mitigate transport impacts. A Travel Plan should be included in a Transport Assessment (see LR14 for more details).
- 3.126 A Transport Statement should identify the transport issues arising from a proposed development. It should include details of previous, present and proposed vehicle movements, including the size and type of vehicles, means of access, hours of operation and parking provision.

Further Guidance

- 3.127
- Derbyshire Local Transport Plan 2011 - 2026 (LTP3) (Derbyshire County Council, April 2011)
 - [Link to Planning Practice Guidance](#)
 - Guidelines for the Environmental Assessment of Road Traffic, (Institute of Environmental Management and Assessment (IEMA), 2004)
 - Department for Transport (DfT) Circular 02/2013: The Strategic Road Network and the Delivery of Sustainable Development (DfT, September 2013)
 - Transport Evidence Bases in Plan Making and Decision Taking (MHCLG, March 2015)
 - The Environmental Noise (England) Regulations 2006

REF. NO. LR14: TRAVEL PLAN

Types of Application that Require this Information:

- 3.128** All applications which are accompanied by a Transport Assessment/ Transport Statement (TA/TS) (see LR13 above).
- 3.129** Any proposal which would generate significant new travel movements in or near to Air Quality Management Areas, or is proposed in other locations where there are opportunities to promote the use of public transport, walking and cycling. Any proposal at a County Council establishment that would affect the provisions of an existing Travel Plan.
- 3.130** A Travel Plan will be required for all planning applications for significant extensions to or new schools. The Travel Plan should consider access for vehicles and pedestrians, staff parking, parking provision for visitors and parking, manoeuvring and unloading space for service vehicles.

Driver:

- 3.131**
- NPPF Chapter 9: Promoting sustainable transport Paragraph 113
 - Derbyshire Local Transport Plan 2011 - 2026 (LTP3) (Derbyshire County Council, April 2011) Chapter 8: Guiding delivery – next steps: improving local accessibility and achieving healthier travel habits Pages 44-55

What Information is Required?

- 3.132** A Travel Plan should identify the specific required outcomes, targets and measures, and set out clear future monitoring, management arrangements and a timetable all of which should be proportionate. It should also consider what additional measures may be required to offset unacceptable impacts if the targets should not be met.
- 3.133** A Travel Plan should set explicit outcomes rather than just identify processes to be followed (such as encouraging active travel or supporting the use of low emission vehicles). It should address all journeys resulting from a proposed development by anyone who may need to visit or stay and they should seek to fit in with wider strategies for transport in the area.
- 3.134** A Travel Plan is a long-term management strategy that seeks to deliver sustainable transport objectives and would normally be prepared in tandem with a TA/TS. A Travel Plan can form part of a TA/TS.

Further Guidance

- 3.135
- Derbyshire Local Transport Plan 2011 - 2026 (LTP3) (Derbyshire County Council, April 2011)
 - [Link to Planning Practice Guidance](#)
 - Department for Transport (DfT) Circular 02/2013: The Strategic Road Network and the Delivery of Sustainable Development (DfT, September 2013)

REF. NO. LR15: PARKING PROVISION

Types of Application that Require this Information:

3.136 All proposals requiring the provision of new and additional parking facilities or ones which would result in the loss of existing parking provision.

Driver:

- 3.137
- NPPF Chapter 9: Promoting sustainable transport Paragraphs 105-107

What Information is Required?

3.138 An assessment of the parking requirements of the proposal and how that provision would be accommodated. The statement should, where necessary, provide details of the existing parking provision and how the requirements of the new development relate to it.

Further Guidance

- 3.139
- Relevant Borough/ District Council Local Plan parking standards
 - Delivering Streets and Places (6C's Design Guide Management Board, 2017)
 - Nottinghamshire County Council Guidance for the Preparation of Travel Plans In support of Planning Applications (September 2010)

REF. NO. LR16: PUBLIC RIGHTS OF WAY (FOOTPATHS, BRIDLEWAYS AND BYWAYS)

Types of Application that Require this Information:

3.140 All proposals requiring any diversions/extinguishments and/or creation of rights of way. Any development which would require the temporary closure of routes for health and safety reasons during development.

Driver:

- 3.141
- 1APP Form
 - NPPF Chapter 8: Promoting healthy and safe communities Paragraph 100
 - The Town and Country Planning Act 1990 Section 257–259
 - Road Traffic Regulation Act 1984

What Information is Required?

3.142 All public rights of way crossing or adjoining the proposed development site should be marked on a plan accompanying the application. The information supplied should make clear how the potential development will impinge on any rights of way.

3.143 **Note** - The granting of planning permission is not consent to divert or obstruct a public right of way. If it is necessary to permanently divert or stop up the definitive line of a public right of way to allow development to take place, a diversion order will be required. Please contact the Public Rights of Way section for more information on this or temporary closures.

Further Guidance

- 3.144
- [Link to Rights of Way](#)
 - [Link to Derbyshire County Council Public Rights of Way Team email address](#)
 - [Link to Rights of Way Improvement Plan for Derbyshire](#)

REF. NO. LR17: NOISE AND / OR VIBRATION ASSESSMENTS

Types of Application that Require this Information:

- 3.145 All developments which generate noise and/or vibration to a level that could potentially cause a loss of amenity for residents within the vicinity and other noise and vibration sensitive uses including but not limited to educational establishments, hospitals, care homes, offices and public recreation areas.
- 3.146 The types of development that have the potential to generate noise include: mineral extraction sites (including ancillary mineral related development); oil and gas sites including exploratory wellsites; waste sites; new road infrastructure, or modifications to existing road infrastructure; sports pitches and multi use games areas (MUGAs); mechanical plant for schools, or any other type of development; construction from any site and other industrial uses.
- 3.147 The types of development that have potential to generate vibration include: mineral extraction sites (including ancillary mineral related development); oil and gas sites including exploratory wellsites; some waste sites; and some constructions works including piling, tunnelling, blasting and use of vibratory plant and equipment.

Driver:

- 3.148
- NPPF
 - Chapter 15: Conserving and enhancing the natural environment Paragraph 185a)
 - Chapter 17: Facilitating the sustainable use of minerals Paragraphs 204g)-205c)
 - National Planning Policy for Waste (NPPW)
 - DDWLP Policy W6: Pollution and Related Nuisances
 - DDMLP Policy MP1: The Environmental Impact of Mineral Development

What Information is Required?

- 3.149 A Noise and/or Vibration Assessments should be prepared by a suitably qualified and experienced acoustician. The assessment(s) should identify the potential impact (if any) of noise and vibration generated by the development on the surrounding area. It should describe the existing noise levels in the area, noise sources arising from the development and the level of noise likely to be generated. It should identify noise and/or vibration sensitive receptors in the area and include mitigation measures to prevent or minimise the effects of noise and/or vibration. It should also describe the regime to be established to monitor and record the actual noise and vibration generated during the construction, use and operation of the proposed development (including any noise and/or vibration from associated Heavy Goods Vehicle traffic).

3.150

- [Link to Planning Practice Guidance](#)
- Noise Policy Statement for England (DEFRA, March 2010)
- BS7445-1:2003 Description and Measurement of Environmental Noise – Guide to quantities and procedures
- BS7445-2:1991 Description and Measurement of Environmental Noise – Guide to the acquisition of data pertinent to land use (Current but under Review)
- BS7445-3:1991 Description and Measurement of Environmental Noise – Guide to application to noise limits (Current but under Review)
- BS 4142:2014+A1:2019 Methods for rating and assessing industrial and commercial sound.
- BS 5228-1:2009+A1:2014 and BS 5228-2:2009+A1:2014 Code of practice for noise and vibration control on construction and open sites
- ETSU-R-97 The Assessment and Rating of Noise from Wind Farms (Noise Working Group/ DTI, September 1996)
- A Good Practice Guide to the Application of ETSU-R-97 for the Assessment and Rating of Wind Turbine Noise, (Institute of Acoustics, May 2013)
- BS 8233:2014 Guidance on sound insulation and noise reduction for buildings - Code of Practice
- BS 6472-2:2008 Guide to evaluation of human exposure to vibration in buildings - Blast-induced vibration
- BS 6472-1:2008 Guide to evaluation of human exposure to vibration in buildings - Vibration sources other than blasting
- BS 7385-2: 1993 Evaluation and measurement for vibration in buildings – Part 2: Guide to damage levels from groundborne vibration
- World Health Organisation – Guidelines for Community Noise, 1999
- World Health Organisation – Night Noise Guidelines for Europe, 2009
- [Link to Design Manual for Roads and Bridges – Noise and Vibration](#)

REF. NO. LR18: DUST ASSESSMENT

Types of Application that Require this Information:

3.151 All developments that could generate the release of dust particles with the potential to impact on neighbouring properties. This category is focused on surface mineral extraction and waste management developments but also includes developments where construction works could give rise to dust emissions although the subsequent use or operation may not.

Driver:

- 3.152
- NPPF Chapter 17: Facilitating the sustainable use of minerals Paragraph 211c)
 - NPPW
 - DDWLP Policy W6: Pollution and Related Nuisances
 - DDMLP Policy MP1: The Environmental Impact of Mineral Development

What Information is Required?

3.153 A dust assessment study should be undertaken by a qualified specialist and should include:

- Establish baseline conditions of existing dust climate around the site of the proposed operations;
- Identify site activities that could lead to dust emission without mitigation;
- Identify site parameters which may increase potential impacts from dust;
- Recommend mitigation measures, including modification of site design;
- Make proposals to monitor and report dust emissions to ensure compliance with appropriate environmental standards and to enable an effective response to complaints.

Further Guidance

- 3.154
- [Link to Planning Practice Guidance](#)
 - Guidance on the Assessment of Mineral Dust Impacts for Planning Version 1.1 (Institute of Air Quality Management (IAQM), May 2016)

REF. NO. LR19: AIR QUALITY ASSESSMENT AND EMISSIONS

Types of Application that Require this Information:

- 3.155 Geographic location(s) - Countywide but focusing on those Air Quality Management Areas (AQMA) identified by the district councils in Derbyshire.
- 3.156 All proposals inside or adjacent to a designated AQMA where the development itself could result in the designation of an AQMA, or where the development would conflict with the aims and objectives of the AQMA.
- 3.157 All developments which involve processes or activities that would result in the release of emissions to air of substances or particles that would be potentially damaging to human health and the environment, or that would give rise to a received risk to human life.

Driver:

- 3.158
- The Environment Act 1995 Part IV Air Quality
 - NPPF
 - Chapter 15: Conserving and enhancing the natural environment Paragraph 18
 - Chapter 17: Facilitating the sustainable use of minerals Paragraph 211c)
 - NPPW
 - DDWLP Policy W6: Pollution and Related Nuisances
 - DDMLP Policy MP1: The Environmental Impact of Mineral Development

What Information is Required?

- 3.159 Proposals that impact on air quality or are potential pollutants should include an air quality assessment (AQA) identifying the air quality of the area, the scale and nature of emissions from the proposal, the potential impact on people and the environment in the area and the proposed measures to prevent or minimise those impacts.
- 3.160 The AQA must focus on the issues specific to the proposal i.e. dust, odour, traffic pollution, bio-aerosols and other pollutants. The AQA must include a description of base line conditions, likely impact of the development proposed, any modelling or assessment undertaken to determine impact and details of mitigation and management as a minimum.

Further Guidance

3.161

- [Link to Planning Practice Guidance](#)
- The Air Quality Standards (Amendment) Regulations 2016
- The UK plan for tackling roadside nitrogen dioxide concentrations' (DEFRA) (2017)
- Air Pollution in the UK 2019 (DEFRA, September 2020)
- [Link to Air Quality Management Areas](#)
- [Link to Air Pollution Information System](#)
- Land-Use Planning & Development Control: Planning for Air Quality (IAQM, January 2017)
- East Midlands Air Quality Network South Northamptonshire Council - Air Quality and Emissions Mitigation Guidance for Developers (March 2019)
- Institute of Air Quality Management 'Guidance on the Assessment of Dust from Demolition and Construction version 1.1' (2014)

REF. NO. LR20: ODOUR ASSESSMENT

Types of Application that Require this Information:

3.162 All applications for new or extended facilities for the disposal of waste, for composting operations, anaerobic digestion and mechanical biological treatment facilities, outdoor storage and processing of waste materials, and for site remediation schemes that involve the movement and processing of odour emitting substances.

Driver:

- 3.163
- NPPW
 - DDWLP Policy W6: Pollution and Related Nuisances

What Information is Required?

3.164 A site specific Odour Impact Assessment and/or Management Plan should demonstrate that the odours released by the development can be adequately controlled so as not to give rise to adverse impacts on the amenity of the environment and neighbouring properties.

3.165 It should identify the sources of potential odour emissions and sensitive receptors in the area. It should also include details of any measures and practices to be adopted to minimise and mitigate odour emissions. It is advisable to include the details of the monitoring regime that would be adopted.

Further Guidance

- 3.166
- [Link to Planning Practice Guidance](#)
 - [Link to Control and monitor emissions for your environmental permit](#)
 - [Guidance on the Assessment of Odour for Planning Version 1.1 \(IAQM, July 2018\)](#)

REF. NO. LR21: BIOAEROSOL ASSESSMENT

Types of Application that Require this Information:

3.167 All applications for new or extended facilities for the composting and anaerobic digestion of biodegradable waste materials.

3.168 Waste and waste management operations provide environments that are conducive to the release of bioaerosols into the air.

Driver:

- 3.169
- NPPW
 - DDWLP Policy W6: Pollution and Related Nuisances

What Information is Required?

3.170 This issue is closely related to the considerations relevant to the release of odours (see above) and the assessment and provision of information could be combined in appropriate cases. The assessment should identify the potential for the generation and release of odours from the development, the area that could be affected by bioaerosols, the potential impacts in that catchment area and the mitigation measures to prevent or minimise those impacts.

Further Guidance

- 3.171
- [Link to Planning Practice Guidance](#)
 - Technical Guidance Note (Monitoring) M9: Environmental Monitoring of Bioaerosols at Regulated Facilities (Environment Agency, July 2018)
 - Bioaerosol Monitoring at Regulated Facilities – Use of M9:RPS209 (Environment Agency, January 2018)
 - WR1121: Bioaerosols and Odour Emissions from Composting Facilities (DEFRA, August 2013)
 - Bioaerosol emissions from waste composting and the potential for workers' exposure (Health and Safety Executive, 2010)

REF. NO. LR22: HERITAGE IMPACT ASSESSMENT

Types of Application that Require this Information:

- 3.172 All applications for development that would directly affect designated and non-designated heritage assets or affect the setting of such assets, or has the potential to impact on features of archaeological interest.
- 3.173 Heritage assets include World Heritage Sites (Derwent Valley Mills World Heritage Site), Scheduled Ancient Monuments, Listed Buildings and Conservation Areas as examples.
- 3.174 The following are examples of developments when a Heritage Impact Assessment would be required:

- Applications affecting a Conservation Area or the setting of a Listed Building or a world heritage site;
- Mineral workings;
- Other developments involving excavations and disturbance to the ground in areas of potential Archaeological interest.

- 3.175 **Note** - this is not meant to be a comprehensive list of all such assets. The list is too exhaustive and is a representative guide only. Confirmation of the need for inclusion in a Heritage Statement can be established in pre-application discussion.

Driver:

- 3.176
- NPPF Chapter 16: Conserving and enhancing the historic environment Paragraphs 189-208
 - DDMLP Policy MP4: Interests of Acknowledged Environmental Importance
 - DDWLP Policy W5: Identified Interests of Environmental Importance
 - World Heritage Convention 1972
 - Planning (Listed Buildings and Conservation Areas) Act 1990

What Information is Required?

- 3.177 A Heritage Impact Assessment (HIA) should describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. The HIA should include an assessment of the impact of the proposal on the heritage asset and the justification for it as well as any measures to minimise those impacts.

- 3.178 The applicant should consult the Derbyshire Historic Environment Record (HER), and the impact of that information and advice should be recorded in the HIA. The applicant should refer to the listing description for a Listed Building or structure (see the Historic England Listing Search).
- 3.179 Where a site on which development is proposed includes or has the potential to include heritage assets with archaeological interest, an appropriate desk-based assessment should be submitted. Where necessary, a field evaluation (field walking, trial trenching, boreholes and geophysical surveys) should be carried out. The results should be incorporated into the assessment and should inform proposals by the applicant for researching, recording or preserving the heritage feature to be disturbed.
- 3.180 For all applications in the Derwent Valley Mills World Heritage Site the HIA should demonstrate how the development would conserve or enhance the Outstanding Universal Value (OUV) of the area.

Further Guidance

- 3.181
- [Link to Historic England – Advice: Technical Guidance and Planning Listing](#)
 - Mineral Extraction and Archaeology (Historic England Advice Note 13, January 2020)
 - Statements of Heritage Significance: Analysing Significance in Heritage Assets (Historic England Advice Note 12, October 2019)
 - The Setting of Heritage Assets (2nd Edition) (Historic England Advice in Planning Note 3, December 2017)
 - [Link to Planning Practice Guidance](#)
 - [Link to Derbyshire County Council Record Office](#)
 - [Link to Derbyshire County Council Conservation and Design Team](#)
 - [Link to Derbyshire Heritage Mapping Portal Guide](#)
 - Derwent Valley Mills World Heritage Site Management Plan 2020-2025
 - [Link to International Council on Monuments and Sites \(ICOMOS\)](#)
 - Conservation Principles: Policies and Guidance (English Heritage, April 2008)

REF. NO. LR23: LIGHTING ASSESSMENT

Types of Application that Require this Information:

3.182 All proposals where external lighting is included in the development. This includes external lighting at mineral and waste management facilities and at county council establishments (e.g. schools, particularly if involving floodlighting).

Driver:

- 3.183
- NPPF Chapter 15: Conserving and enhancing the natural environment Paragraph 185c)
 - DDWLP Policy W6: Pollution and Related Nuisances
 - DDMLP Policy MP1: The Environmental Impact of Mineral Development

What Information is Required?

3.184 Details of the location of any proposed external lighting and the type of lighting, including details of the height above ground and the power rating of the lighting. The statement should include the proposed hours of use of the lighting (including the means of control over the hours of illumination), and should be accompanied by drawings to demonstrate the spread of the light and the means of ensuring that the light does not extend beyond the site to the detriment of the amenity of neighbouring properties.

3.185 The assessment of potential impact should include the impact on any sensitive biodiversity feature where relevant and protected species such as bats.

3.186 The potential impact upon Listed Buildings or Conservation Areas including their setting is a consideration to be included in a lighting assessment.

Further Guidance

- 3.187
- [Link to Planning Practice Guidance](#)
 - [Link to Chartered Institution of Building Services Engineers \(CIBSE\) Lighting Guides](#)
 - [Link to Institution of Lighting Professionals](#)
 - PLG04 Guidance on Undertaking Environmental Lighting Impact Assessments (Institution of Lighting Professionals, 2013)

REF. NO. LR24: WASTE MANAGEMENT STATEMENT

Types of Application that Require this Information:

3.188 All development involving ground excavations to enable the development to proceed (e.g. excavations for foundations). This requirement does not normally apply to mineral developments.

Driver:

- NPPW

What Information is Required?

3.190 An estimate of the amount and type of waste or excess material generated by the ground works and a statement to establish how the material is to be disposed of or used within the overall development.

Further Guidance

- Waste Management Plan for England (DEFRA, January 2021)
- [Link to Planning Practice Guidance](#)

REF. NO. LR25: RECREATION / OPEN SPACE STATEMENT

Types of Application that Require this Information:

3.192 Countywide - mainly focused in town and villages. All applications involving the loss, or provision of, open space, sports and recreation facilities (including school playing fields)/ green infrastructure. This mainly affects developments by the County Council at existing school sites or for the provision of new facilities.

Driver:

- NPPW

What Information is Required?

- 3.194 Government policy seeks to protect and enhance the range of recreation/sports facilities that are available which involves both the protection of existing facilities and those spaces allocated or identified as suitable for new facilities. The assessment should provide: details of the facility to be lost in terms of use, size and condition; an assessment of the facilities to be retained against the current standards; justification as to why the facility is no longer required. If the development involves the provision of alternative facilities to compensate for this loss, details of the replacement facility should be provided, including details of construction and future maintenance (where appropriate, e.g. football pitches).
- 3.195 Planning applications for County Council school development which involve the loss of or impact upon school playing field provision should include information on existing and proposed summer and winter sports pitch layouts, together with a justification as to why the proposed development and location is required.

Further Guidance

3.196

- [Link to Sport England](#)
- Planning for Sport Guidance (Sport England, June 2019)
- Playing Fields Policy and Guidance (Sport England, March 2018)
- Assessing Needs and Opportunities Guide for Indoor and Outdoor Sports Facilities (July 2014)
- National Turf for Sport: Updated Guidance for 2011 (Sport England, May 2011)
- Selecting the Right Artificial Surface (Sport England, December 2010)
- Comparative Sizes of Sports Pitches and Courts (Outdoor) (Sport England, September 2015)
- Comparative Sizes of Sports Pitches and Courts (Indoor) (Sport England, September 2015)
- Accessible Natural Green Space Standards in Towns and Cities: A Review and Toolkit for Their Implementation (ENRR526) (Natural England, 2003)

REF. NO. LR26: COMMUNITY USE STATEMENT

Types of Application that Require this Information:

3.197 All proposals that involve making facilities available for use by the community outside the normal hours of operation of the site. This mainly affects schools where buildings and sports facilities are to be made available for community use.

Driver:

- 3.198 • NPPF Chapter 8: Promoting healthy and safe communities Paragraph 93(a)

What Information is Required?

3.199 An application should be accompanied by a Community Use Management Statement which details the facilities to be made available (including the availability of changing rooms and toilets), the uses that would be allowed, the hours of use available and how the site is to be managed at times outside the normal hours of operation of the facility. This should include details of the parking facilities that would be made available and the identification of a contact point for the local community.

Further Guidance

- 3.200 • Schools for the Future: Designing Schools for Extended Services (Department for Education and Skills, 2006)
- [Link to Sport England Advice on Community Use Agreements](#)

REF. NO. LR27: DRAFT PLANNING OBLIGATION

Types of Application that Require this Information:

3.201 All applications where pre-application discussions have highlighted the possible need for a legal agreement or where the applicant knows the development would affect third party owners of land.

Driver:

- 3.202
- NPPF Chapter 4: Decision-making Paragraphs 55-57
 - Town and Country Planning Act 1990 Section 106

What Information is Required?

3.203 A draft of a legal agreement containing the heads of terms explaining what the applicant is offering.

Further Guidance

- 3.204
- [Link to Planning Practice Guidance](#)
 - [Community Infrastructure Levy \(Amendment\) \(England\) \(No.2\) Regulations 2019](#)
 - [Link to Planning Portal - The decision-making process](#)

REF. NO. LR28: GROUND STABILITY REPORT / MINING RISK ASSESSMENT

Types of Application that Require this Information:

- 3.205 Sites which fall within the Coal Authority defined High Risk Development Area (but recommended for all sites within former coalfield areas).
- 3.206 All applications involving built development or disturbance to the ground in the defined Development High Risk Area in former coal mining areas of the county, or where the condition of the ground could affect the form of the development.

Driver:

- 3.207
- NPPF Chapter 15: Conserving and enhancing the natural environment
Paragraphs 183-184

What Information is Required?

- 3.208 A report to assess the history of coal mining legacy in the area and how it could affect the proposed development. It should include recommendations to address the potential risks posed to the development by past mining activity.

Further Guidance

- 3.209
- [Link to Guidance Planning Applications Coal Mining Risk Assessments](#)
 - Guidance for developers – Risk based approach to development management (Version 4) (The Coal Authority, 2017)

REF. NO. LR29: SOIL ASSESSMENT

Types of Application that Require this Information:

3.210 All applications that involve significant development on agricultural land, where significant quantities of soil are required to be removed and/or a significant area of agricultural land would be lost as a result of the development.

Driver:

- 3.211
- NPPF Chapter 15: Conserving and enhancing the natural environment Paragraph 174a)
 - DDWLP Policy W5: Identified Interests of Environmental Importance and Policy and W9: Protection of Other Interests
 - DDMLP Policy MP1: The Environmental Impact of Mineral Development, Policy MP4: Interests of Acknowledged Environmental Importance, and Policy MP10: Reclamation and After-Use

What Information is Required?

3.212 The soil assessment should include the following:

- An assessment as to the degree to which soils are going to be disturbed/harmed as part of this development and whether 'best and most versatile' agricultural land is involved;
- Soil surveys on best and most versatile land agricultural land of Grades 1, 2 or 3a. Where the land grade is not known surveys will be required to establish the quality of the soil resource to be affected by the development;
- The agricultural land classification and soil survey should normally be at a detailed level, e.g. one auger boring per hectare, (or more detailed for a small site) supported by pits dug in each main soil type to confirm the physical characteristics of the full depth of the soil resource, i.e. 1.2 metres);
- Details of how any adverse impacts on soils can be minimised.

Further Guidance

- 3.213
- Technical Information Note TIN049: Agricultural Land Classification: Protecting the Best and Most Versatile Agricultural Land (Second Edition) (Natural England, December 2012)
 - Construction Code of Practice for the Sustainable Use of Soils on Construction Sites (DEFRA, 2009)
 - Good Practice Guide for Handling Soils (DEFRA, 2000)
 - Guidance for Successful Reclamation of Mineral and Waste Sites (DEFRA, 2004)
 - Planning and Aftercare Advice for Reclaiming Land to Agricultural Use (Natural England, January 2018)

REF. NO. LR30: ECONOMIC STATEMENT

Types of Application that Require this Information:

3.214 All applications which are aimed at regeneration, create new employment uses or result in the loss of existing employment uses, or change the use of a site or building which is allocated for employment in the Development Plan.

Driver:

- NPPF Chapter 6: Building a strong, competitive economy Paragraphs 81-82

What Information is Required?

3.216 A report setting out the regeneration benefits of the proposed development, details of any new jobs that might be created or supported, the relative floorspace totals for each proposed use (where known), any community benefits referenced to any relevant community strategy, Parish/community plan or study, and reference to any regeneration strategies that might lie behind or be supported by the proposal.

3.217 Applications involving the loss of land or buildings last used for employment purposes should set out the following, where applicable:

- Evidence that the site has been marketed;
- Evidence of why the site is no longer capable of offering accommodation for employment uses;
- Evidence of why the use of the site for employment purposes raises unacceptable environmental problems;
- A statement explaining why the proposed alternative use offers greater potential benefits to the community, and explaining why the site is not required to meet economic development or local employment needs.

Further Guidance

- [Link to Planning Practice Guidance](#)

REF. NO. LR31: CLIMATE CHANGE / ENERGY STATEMENT / RENEWABLE ENERGY / SUSTAINABILITY STATEMENT

Types of Application that Require this Information:

3.219 All mineral and waste developments for new sites, extensions to existing sites and ancillary development. Information should also be provided for all County Council development applications proportionate to the scale of the development proposed.

Driver:

- 3.220**
- NPPF Chapter 14: Meeting the challenge of climate change, flooding and coastal change Paragraph 153-158
 - Future Buildings Standard 2021
 - Government 10 Point Plan for a Green Industrial Revolution 2020
 - Planning and Compulsory Purchase Act 2004
 - Planning and Energy Act 2008
 - Climate Change Act 2008 (2050 Target Amendment) Order 2019
 - Environment Act 2021

What Information is Required?

3.221 Statements should include a sustainability appraisal outlining the elements of the proposal that address sustainable development issues including adaptation to, and mitigation of the impacts of climate change. This could include the choice of building materials, design and facilities aimed at reducing energy needs, use of renewable or low carbon energy generation and supply systems, water consumption and the overall carbon footprint.

3.222 Statements should demonstrate how sustainable design and construction have been addressed, including reducing energy consumption and greenhouse gas emissions through the use of sustainable technologies, use of renewable or low carbon energy generation and supply systems, climate change adaptation and mitigation measures (during both the operational and restoration phases of developments), carbon offsetting or other appropriate mechanisms. Minimising waste and increasing recycling, conserving water resources, incorporating green and blue infrastructure and sustainable drainage (SuDS), minimising pollution, maximising the use of sustainable materials and sustainable forms of transport.

3.223 Details of how the development has sought to achieve standards of design that meet 'outstanding' or 'very good' or 'excellent' Building Research Establishment Environmental Assessment Method (BREEAM) standards or any other recognised standard that has been agreed with the County Planning Authority as an appropriate measure during the pre-application stage. A recognised quality regime must be implemented to ensure that the 'as built' performance of the development matches the calculated, specified, performance in terms of energy use and GHG emissions. This will require post construction monitoring of the development and reporting to verify as built specification compliance.

Further Guidance

- 3.224
- [Link to Planning Practice Guidance](#)
 - Relevant Local Authority Supplementary Planning Guidance
 - Planning for the Future: planning policy changes in England in 2020 and future reforms (House of Commons Library, March 2021)
 - Net Zero Strategy: Build Back Greener (October 2021)
 - Heat and Buildings Strategy (October 2021)
 - [Link to BREEAM](#)
 - Solar Parks: Maximising Environmental Benefits (TIN101) (Natural England, 2011)
 - Bats and Onshore Wind Turbines (interim Guidance) (TIN051) (Natural England, 2012)
 - Bats and Single large Wind Turbines: Joint Agencies Interim Guidance (TIN059) (Natural England, 2009)
 - Assessing the Effects of Onshore Wind Farms on Birds (TIN069) (Natural England, 2010)

REF. NO. LR32: HEALTH IMPACT ASSESSMENT/ PLANNING AND HEALTH

Types of Application that Require this Information:

3.225 Proposed developments with the potential for impact on human health.

Driver:

- 3.226
- NPPF Chapter 8: Promoting healthy and safe communities Paragraphs 92-93
 - Derbyshire County Council Strategic Statement: Planning and Health Across Derbyshire and Derby City (Derbyshire County Council, January 2016)
 - Our Lives, Our Health: Derbyshire Health and Wellbeing Strategy 2018-2023 (Derbyshire County Council, 2018)

What Information is Required?

3.227 The assessment should:

- Identify the potential health consequences of the proposed development on various population groups;
- Demonstrate whether and to what extent, the development would have an impact (both positive and negative) on local residents and future site users.

3.228 Submitted supporting information should confirm that reference to the Derbyshire Health and Wellbeing Strategy 2018-2023 has been made and appropriate mitigation measures are proposed.

Further Guidance

- 3.229
- [Link to Planning Practice Guidance](#)
 - Health Impact Assessment: Evidence on Health (Department of Health, July 2010)
 - Health Impact Assessments in Planning Toolkit (Worcestershire County Council, March 2016)
 - Our Lives, Our Health: Derbyshire Health and Wellbeing Strategy 2018-2023 (Derbyshire County Council, 2018)
 - Planning for Health Rapid Health Impact Assessment Tool Fourth Edition (NHS - Health Urban Development Unit (HUDU), October 2019)
 - Health Impact Assessment in spatial planning: A guide for local authority public health and planning teams (Public health England, October 2020)

REF. NO. LR32.1: FIRE SAFETY AND HIGH RISE RESIDENTIAL BUILDINGS

Types of Application that Require this Information:

3.230 Following the Grenfell Tower fire in June 2017 the government commissioned an Independent Review of Building Regulations and Fire Safety. The report highlighted the need to transform the fire and building safety regime. From 1 August 2021 planning applications in respect of buildings containing two or more dwellings or educational accommodation and of a height of 18 metres or more, or seven or more storeys, must include a Fire Statement in the supporting information.

Driver:

- 3.231
- Fire Safety and High Rise Residential Buildings (from 1 August 2021), MHCLG (June 2021)

What Information is Required?

- 3.232
- The principles, concepts and approach relating to fire safety that have been applied to each building in the development;
 - The site layout;
 - Details of emergency vehicle access and water supplies for firefighting purposes;
 - What, if any, consultation has been undertaken on issues relating to the fire safety of the development and what account has been taken of this;
 - How any policies relating to fire safety in relevant local development documents have been taken into account.

Further Guidance

- 3.233
- [Link to Planning Practice Guidance](#)

REF. NO. LR33: CUMULATIVE IMPACT ASSESSMENT

Types of Application that Require this Information:

- 3.234** Planning applications are considered on their own merits, however, there are occasions when other existing or approved development may be relevant in determining whether significant cumulative effects are likely as a consequence of a proposed development. The County Council as Planning Authority has a duty to have regard to the possible cumulative effects arising from any existing or proposed development.
- 3.235** Cumulative impacts, i.e. on health, living conditions, the natural environment, are the combined effects of a number of individual impacts which in aggregate are greater than the sum of those individual impacts.
- 3.236** Applications for minerals and waste development are particularly relevant.
- 3.237** Mineral developments can involve extensive areas of land and can include major new buildings, structures for processing, large-scale disturbance of land and a range of associated operations. These have the scope for generating adverse impacts on the environment, on wildlife, local communities and surrounding areas i.e. dust, noise and heavy vehicle movements. Waste developments can be a source of significant adverse impacts on a locality i.e. odours, fly infestation, dust and heavy vehicle movements.

Driver:

- 3.238**
- NPPF Chapter 15: Conserving and enhancing the natural environment Paragraph 185-186
 - NPPW Paragraph 5: Identifying suitable sites and areas
 - The Town and Country Planning (Environmental Impact Assessment) Regulations 2017
 - The Conservation of Habitats and Species Regulations 2017 (as amended by The Conservation of Habitats and Species (Amendment) (EU Exit) Regulations 2019)

What Information is Required?

- 3.239** An evaluation of the combined effects of a proposal and the impacts of other developments taking place in a location at the same time on the natural and built environment, health, residential amenity, living conditions, sensitive sites in the vicinity, heritage assets and vehicle movements.

Further Guidance

- 3.240**
- [Link to Planning Practice Guidance](#)

REF. NO. LR34: ENVIRONMENTAL STATEMENT

Types of Application that Require this Information:

3.241 An Environmental Statement will be required if your proposal is likely to have significant effects on the environment and meets the thresholds/ criteria set out in The Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (the EIA Regulations).

Driver:

- 3.242 • Planning Practice Guidance
- The Town and Country Planning (Environmental Impact Assessment) Regulations 2017

What Information is Required?

3.243 The EIA Regulations require a developer to prepare an Environmental Statement for all Schedule 1 projects and some Schedule 2 projects.

3.244 A 'screening opinion' can be obtained from the County Council as to whether the proposed development falls within the scope of the EIA Regulations. A checklist of matters to be included in an Environmental Statement is provided in the EIA Regulations and the applicant is required to describe the likely significant effects of a development on the environment and to set out the proposed mitigation measures.

3.245 Other existing or approved development in the vicinity of the site the subject of a screening opinion may be relevant when determining whether significant effects are likely. Regard should be had to the possible cumulative effects created from any existing or approved development.

3.246 The applicant can request a 'scoping opinion' as to the key environmental issues the Environmental Statement should cover.

3.247 Environmental Statements should be prepared by a competent expert and be accompanied by a statement detailing the qualifications of relevant professionals in their field.

Further Guidance

- 3.248 • [Link to Planning Practice Guidance](#)
- [Link to Guidance Environmental Impact Assessment](#)
- The Town and Country Planning (Environmental Impact Assessment) Regulations 2017

REF. NO. LR35: VALIDATION CHECKLIST

Types of Application that Require this Information:

3.249 All applications submitted to Derbyshire County Council.

What Information is Required?

3.250 A completed checklist relevant to the type of application being submitted.

4. ACRONYMS USED IN THE LOCAL LIST

Acronym	Description
1APP	is the acronym for the standard planning application form introduced by the Government
AQA	Air Quality Assessment
AQMA	Air Quality Management Area
BREEAM	Building Research Establishment Environmental Assessment Method
BS	British Standard
BSI	British Standards Institute
CIBSE	Chartered Institute of Building Service Engineers
CIEEM	Chartered Institute of Ecology and Environmental Management
DAS	Design and Access Statement
DDMLP	Derby and Derbyshire Minerals Local Plan
DDWLP	Derby and Derbyshire Waste Local Plan
DEFRA	Department for Environment, Food and Rural Affairs
DfT	Department for Transport
DMPO	The Town and Country Planning (Development Management Procedure) (England) Order 2015
DTI	Department of Trade and Industry
EclA	Ecological Impact Assessment
EIA	Environmental Impact Assessment (from the Town and Country Planning (Environmental Impact Assessment) Regulations 2017)
ESCC	Earth Science Conservation Classification
ETSU	Energy Technology Support Unit
FRA	Flood Risk Assessment
HER	Historic Environment Record
HIA	Heritage Impact Assessment
HRA	Habitats Regulation Assessment
HSE	Health and Safety Executive
IAQM	Institute of Air Quality Management
IEEM	Institute of Ecology and Environmental Management
IEMA	Institute of Environmental Management and Assessment

Acronym	Description
MHCLG	Ministry of Housing, Communities and Local Government
NERC	Natural Environment and Rural Communities
NPPF	National Planning Policy Framework
NPPW	National Planning Policy for Waste
OUV	Outstanding Universal Value
PPG	Planning Practice Guidance
RIGS	Regionally Important Geological/ Geomorphological Site
SAC	Special Area of Conservation
SPA	Special Protection Area
SSSI	Site of Special Scientific Interest
SuDS	Sustainable Drainage Systems
TA	Transport Assessment
TPO	Tree Preservation Order
TS	Transport Statement

5. VALIDATION CHECKLIST FORM A

APPLICATIONS FOR OUTLINE/FULL PLANNING PERMISSION

This form should be completed and submitted in support of all planning applications made to Derbyshire County Council which seek outline or full planning permission.

Provision of all the National List Requirements is compulsory for all applications. It may not be necessary to provide information for all the Local List Requirements in support of every planning application. Guidance on the circumstances when information is required and what information should be provided is available in the Local List of Information Requirements which can be viewed on the County Council website.

Failure to provide all the National List Requirements and the relevant Local List Requirements will result in the application being invalid and the application may be returned to you.

Location of Proposed Development:

National List Requirements:

All the following national requirements are required in support of the application

Item No.	Item	Tick	Where the information can be found in the application documents
NR1	Completed Application Form		
NR2	Location Plan		
NR3	Ownership Certificates and Notices		
NR4	Application Fee		
NR5	Design and Access Statement (where applicable)		

Local List Requirements:

The following Local List requirements should be provided where the application meets the location and other circumstances identified in the Local List

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR1.1	Site/ Block Plans		
LR1.2	Elevation Plans (Existing and Proposed)		
LR1.3	Floor Plans (Existing and Proposed)		
LR1.4	Cross-Sections and Ground Level Plans		
LR1.5	Photographs and Photomontages		
LR2	Planning/ Supporting Statement		
LR3	Statement of Community Involvement / Pre-Application Engagement		
LR4	Flood Risk Assessment		
LR5	Foul and Surface Water Drainage Details		
LR6	Tree or Arboricultural Statement		
LR7	Ecology / Nature Conservation Statement		
LR7.1	Protected and Notable Species Surveys		
LR7.2	Ecological Surveys for Developments with the Potential to Affect Designated Sites or Priority Habitats		
LR7.3	Assessment of Sites or Features of Geological Interest		
LR8	Landscape and Visual Impact Assessment		

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR9	Landscaping Scheme		
LR10	Green and Blue Infrastructure Provision		
LR11	Hydrology / Hydrogeology Statement		
LR12	Contaminated Land Assessment		
LR13	Transport Assessment or Statement		
LR14	Travel Plan		
LR15	Parking Provision		
LR16	Public Rights of Way (Foot-paths, Bridleways and By-ways)		
LR17	Noise and / or Vibration Assessment		
LR18	Dust Assessment		
LR19	Air Quality Assessment and Emissions		
LR20	Odour Assessment		
LR21	Bioaerosol Assessment		
LR22	Heritage Impact Assessment		
LR23	Lighting Assessment		
LR24	Waste Management State-ment		
LR25	Recreation / Open Space Statement		
LR26	Community Use Statement		

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR27	Draft Planning Obligation		
LR28	Ground Stability Report / Mining Risk Assessment		
LR29	Soil Assessment		
LR30	Economic Statement		
LR31	Climate Change / Energy Statement / Renewable Energy / Sustainability Statement		
LR32	Health Impact Assessment / Planning and Health		
LR32.1	Fire Safety and High Rise Residential Buildings		
LR33	Cumulative Impact Assessment		
LR34	Environmental Statement		
LR35	Validation Checklist		

6. VALIDATION CHECKLIST FORM B

APPLICATIONS FOR THE REMOVAL OR VARIATION OF CONDITIONS FOLLOWING THE GRANT OF PLANNING PERMISSION (SECTION 73 AND 73 A OF THE TOWN AND COUNTRY PLANNING ACT 1990)

This form should be completed and submitted in support of all planning applications made to Derbyshire County Council for the removal or variation of conditions attached to an existing planning permission.

Sufficient information should be provided to enable the County Council to identify the previous planning permission and the condition or conditions which the applicant is seeking to remove or vary. The application should state the proposed revised condition and provide clear reasons why it is considered to be more appropriate to the development. The full version of the Local List of Information Requirements can be viewed on the County Council website. It contains guidance on the circumstances where each Local List Requirement is relevant for an application and on the information that is required.

Failure to provide all the information listed, both the National List Requirements and the relevant Local List Requirements, will result in the application being invalid and the application may be returned to you.

Location of Proposed Development:

National List Requirements:

All the following national requirements are required in support of the application

Item No.	Item	Tick	Where the information can be found in the application documents
NR1	Completed Application Form		
NR2	Ownership Certificates and Notices		
NR3	Application Fee		
NR4	Design and Access Statement (where applicable)		

Local List Requirements:

The following Local List requirements should be provided where the application meets the location and other circumstances identified in the Local List

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR1.1	Site/ Block Plans		
LR1.2	Elevation Plans (Existing and Proposed)		
LR1.3	Floor Plans (Existing and Proposed)		
LR1.4	Cross-Sections and Ground Level Plans		
LR1.5	Photographs and photomontages		
LR2	Planning / Supporting Statement		
LR3	Statement of Community Involvement / Pre-Application Engagement		
LR4	Flood Risk Assessment		
LR5	Foul and Surface Water Drainage Details		
LR6	Tree or Arboricultural Statement		
LR7	Ecology / Nature Conservation Statement		
LR7.1	Protected and Notable Species Surveys		
LR7.2	Ecological Surveys for Developments with the Potential to Affect Designated Sites or Priority Habitats		
LR7.3	Assessment of Sites or Features of Geological Interest		
LR8	Landscape and Visual Impact Assessment		

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR9	Landscaping Scheme		
LR10	Green and Blue Infrastructure Provision		
LR11	Hydrology / Hydrogeology Statement		
LR12	Contaminated Land Assessment		
LR13	Transport Assessment or Statement		
LR14	Travel Plan		
LR15	Parking Provision		
LR16	Public Rights of Way (Footpaths, Bridleways and Byways)		
LR17	Noise and / or Vibration Assessment		
LR18	Dust Assessment		
LR19	Air Quality Assessment and Emissions		
LR20	Odour Assessment		
LR21	Bioaerosol Assessment		
LR22	Heritage Impact Assessment		
LR23	Lighting Assessment		
LR24	Waste Management Statement		
LR25	Recreation / Open Space / Statement		
LR26	Community Use Statement		

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR27	Draft Planning Obligation		
LR28	Ground Stability Report / Mining Risk Assessment		
LR29	Soil Assessment		
LR30	Economic Statement		
LR31	Climate Change / Energy Statement / Renewable Energy / Sustainability Statement		
LR32	Health Impact Assessment / Planning and Health		
LR32.1	Fire Safety and High Rise Residential Buildings		
LR33	Cumulative Impact Assessment		
LR34	Environmental Statement		
LR35	Validation Checklist		

7. VALIDATION CHECKLIST FORM C

APPLICATIONS FOR THE APPROVAL OF RESERVED MATTERS

This form should be completed and submitted in support of all planning applications made to Derbyshire County Council which seek the approval of reserved matters in an outline planning permission. The matters which can be reserved in outline planning applications for post permission approval are appearance, means of access, landscaping, layout and scale.

It may not be necessary to provide information for all the Local List Requirements listed below in support of every reserved matter application. Guidance on the circumstances where information is required and what information should be provided is available in the Local List of Information Requirements which can be viewed on the County Council website.

Failure to provide all the information listed, both the National List Requirements and the relevant Local List Requirements, will result in the application being invalid and the application may be returned to you

Location of Proposed Development:

National List Requirements:

All the following national requirements are required in support of the application

Item No.	Item	Tick	Where the information can be found in the application documents
NR1	Completed Application Form		
NR2	Ownership Certificates and Notices		
NR3	Application Fee		
NR4	Design and Access Statement (where applicable)		

Local List Requirements:

The following Local List requirements should be provided where the application meets the location and other circumstances identified in the Local List

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR1.1	Site/ Block Plans		
LR1.2	Elevation Plans (Existing and Proposed)		
LR1.3	Floor Plans (Existing and Proposed)		
LR1.4	Cross-Sections and Ground Level Plans		
LR1.5	Photographs and photomontages		
LR2	Planning / Supporting Statement		
LR3	Statement of Community Involvement / Pre-Application Engagement		
LR4	Flood Risk Assessment		
LR5	Foul and Surface Water Drainage Details		
LR6	Tree or Arboricultural Statement		
LR7	Ecology / Nature Conservation Statement		
LR7.1	Protected and Notable Species Surveys		
LR7.2	Ecological Surveys for Developments with the Potential to Affect Designated Sites or Priority Habitats		
LR7.3	Assessment of Sites or Features of Geological Interest		
LR8	Landscape and Visual Impact Assessment		

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR9	Landscaping Scheme		
LR10	Green and Blue Infrastructure Provision		
LR11	Hydrology / Hydrogeology Statement		
LR12	Contaminated Land Assessment		
LR13	Transport Assessment or Statement		
LR14	Travel Plan		
LR15	Parking Provision		
LR16	Public Rights of Way (Footpaths, Bridleways and Byways)		
LR17	Noise and / or Vibration Assessment		
LR18	Dust Assessment		
LR19	Air Quality Assessment and Emissions		
LR20	Odour Assessment		
LR21	Bioaerosol Assessment		
LR22	Heritage Impact Assessment		
LR23	Lighting Assessment		
LR24	Waste Management Statement		
LR25	Recreation / Open Space / Statement		
LR26	Community Use Statement		

Item No.	Item – The information requirements for this type of application may include:	Tick	Where the information can be found in the application documents
LR27	Draft Planning Obligation		
LR28	Ground Stability Report / Mining Risk Assessment		
LR29	Soil Assessment		
LR30	Economic Statement		
LR31	Climate Change / Energy Statement / Renewable Energy / Sustainability Statement		
LR32	Health Impact Assessment / Planning and Health		
LR32.1	Fire Safety and High Rise Residential Buildings		
LR33	Cumulative Impact Assessment		
LR34	Environmental Statement		
LR35	Validation Checklist		