

Meeting:	Cabinet	Date:	6 December 2023
Subject:	Adoption of Updated Validations Checklist for Planning Applications		
Report Of:	Cabinet Member for Planning and Housing Strategy		
Wards Affected:	All		
Key Decision:	Yes	Budget/Policy Framework:	No
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Appendices:	1. Updated Validations Checklist for Planning Applications		

FOR GENERAL RELEASE

1.0 Purpose of Report

1.1 This report seeks the adoption of the updated validations checklist for planning applications by cabinet.

2.0 Recommendations

2.1 Cabinet is asked to **RESOLVE** that the updated validations checklist (Appendix 1) be adopted with immediate effect.

3.0 Background and Key Issues

3.1 Council last adopted a 'Local List' of information requirements for validating planning applications in September 2020. The current review has been carried out following the adoption of the Gloucester City Plan and in accordance with the statutory tests set out in section 62 (4A) of the Town and Country Planning Act 1990 and Article 11(3) Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended). This requires:

- LPA to publish or republish a list of requirements on its website,
- Information requests should be reasonable having regard to the nature and scale of the proposed development; and
- Information requests should relate to matters that it is reasonable to think will be a material consideration in the determination of the application.

3.2 Advice within National Planning Policy Framework has also been taken into account. This advises that local planning authorities (LPA's) should identify the drivers for each item on the local list of information requirements. These should be statutory, policies in the NPPF or development plan or published guidance. Having identified their information requirements, LPA's should decide whether they need to revise their existing local list. Where a LPA decides that no changes are necessary,

it should publish an announcement to this effect on its website and republish its local list. Where it is considered that changes are necessary consultation with the local community should be undertaken when necessary and responses should be taken into account by the LPA when preparing the final revised list.

- 3.3 The review of the current Local List included a formal period of consultation between the 17th October and 14th November 2023. A number of internal and external technical consultees and those planning agents who regularly submit planning applications to the Council have been consulted on the amendments/ additional validation requirements. The proposals have also been publicised on the Council's social media platforms. A limited number of responses were received (4) These comments were taken into account in formulating the revised Local List which is attached at Appendix 1.

4.0 Social Value Considerations

- 4.1 The additional information requires set out on the amended validation checklist will ensure a suitable level of information is submitted with the application at the validation stage. This will ensure better quality developments to come forward which will enhance the social value of the city generally and help to deliver the Council's wider aims and objectives in this regard.

5.0 Environmental Implications

- 5.1 The updated validation checklist will make it necessary for applicants to provide sufficient level of information with their planning applications to enable a thorough assessment against planning policy. This will drive up the quality of planning application submissions ensuring the Council's wider objectives towards sustainable development in the city and be achieved.

6.0 Alternative Options Considered

- 6.1 None considered because there is an obligation to have an up to date validation checklist.

7.0 Reasons for Recommendations

- 7.1 Updating the validation checklist is essential to ensure all the necessary information submitted with planning applications so that the LPA can consider applications in the efficient and consistent way while ensuring policy compliant developments.

8.0 Future Work and Conclusions

- 8.1 No further work required.

9.0 Financial Implications

- 9.1 There are no financial implications.

10.0 Legal Implications

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

11.0 Risk & Opportunity Management Implications

- 11.1 No Implications

12.0 People Impact Assessment (PIA) and Safeguarding:

- 12.1 The PIA Screening Stage was completed and did not identify any potential or actual negative impact, therefore a full PIA was not required.

13.0 Community Safety Implications

- 13.1 No Implications

14.0 Staffing & Trade Union Implications

- 14.1 No implications