

# **Stockton on Tees Borough Council**

Revised List of Local Requirements for validation of planning applications

Revised JUNE 2013

Information item	Policy driver	Types of application that require this information	Geographic location(s) where this info is required	What info is required	Where to look for further assistance
<p><b>Local list Item 1</b></p> <p><b>Air quality assessment</b></p>	<p>NPPF Para 120, 121, 122</p>	<p>Application proposals that significantly impact upon air quality or are potential pollutants</p>		<p>The air quality assessment should indicate the change in air quality resulting from the proposed development and outlining appropriate mitigation measures as necessary.</p>	<p>SBC Environmental Health Unit</p>
<p><b>Local list Item 2</b></p> <p><b>Affordable housing statement</b></p>	<p>Core Strategy Policy CS8</p> <p>NPPF Para 50</p>	<p>Applications for residential development of 15 dwellings or more with a site area of 0.5 hectares or more Where a development site is sub-divided into separate development parcels below the affordable housing threshold, the developer will be required to make a proportionate</p>		<p>The Affordable Housing Statement should contain information concerning both the affordable housing and any market housing e.g. the numbers of residential units, the mix of units with numbers of habitable rooms and/or bedrooms, or the floor space of habitable areas of residential</p>	

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		Affordable housing contribution.		<p>Affordable Housing Units</p> <p>The provision of plans showing the location of units and their number of habitable rooms and/or bedrooms, and/or the floor space of the units. If different levels or types of affordability or tenure are proposed for different units this should be clearly and fully explained. The mix of affordable housing to be provided will be 30% intermediate and 70% Affordable rented tenures with a high priority accorded to the delivery of two and three bedroom houses and</p>	

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				<p>bungalows. Affordable housing provision with a tenure mix different from the standard target will only be acceptable where robust justification is provided. This must demonstrate either that provision at the standard target would make the development economically unviable or that the resultant tenure mix would be detrimental to the achievement of sustainable, mixed communities</p> <ul style="list-style-type: none"> <li>• Details of the phasing for the delivery of the affordable housing units</li> </ul> <p>Confirmation that the affordable units</p>	

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				comply with the HCA space/quality standards	
<b>Local list Item 3 Archaeological Field Evaluation</b>	Core Strategy Policy CS 3  NPPF reference Para 128	Where pre-application discussions with the Stockton Borough Council, Tees Archaeology, or the developers own research identify sites of archaeological importance		Applications for sites which include, or are considered to have the potential to include, heritage assets with archaeological interest, should be supported by an appropriate desk-based assessment and, where desk-based research is insufficient to properly assess the interest, an archaeological field evaluation'.  'The information from the desk-based research and/or archaeological field evaluation should be	Tees Archaeology holds a record of all the known archaeological sites in the area (Historic Monuments Record) and this can be consulted by appointment. This includes aerial photographs and excavation reports as well as other information. Contact the Historic Monuments Officer on 01429 523 458. <a href="http://www.teesarchaeology.com/new/FAQ2.html">http://www.teesarchaeology.com/new/FAQ2.html</a> Tees Archaeology should be contacted to agree a specification for the works and to monitor their standard in the field

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				presented in a report along with a statement on the possible impacts of the proposal on the heritage assets’.	
<b>Local list Item 4 Biodiversity Survey and report</b>	NPPF Para 118 Core Strategy Policy CS 10	<p>Applications for development that will affect</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>International</b> – Special Protection Areas (SPAs), Special Areas of Conservation (SACs), Ramsar sites.</li> <li><input type="checkbox"/> <b>National</b> – Sites of Special Scientific Interest (SSSIs); National Nature Reserves (NNRs)</li> <li><input type="checkbox"/> <b>Local</b> – Local Nature Reserves (LNRs), Local Wildlife Sites / Sites of Nature Conservation</li> </ul>		<p>Information should be provided on existing biodiversity interest and possible impacts on them to allow full consideration of those impacts</p> <p>Where proposals are being made for mitigation and / or compensation measures information to support those proposals will be needed.</p> <p>Where protected species are found to be present, an</p>	<p>Further information can be found at <a href="http://www.naturalengland.org.uk">http://www.naturalengland.org.uk</a></p> <p>Further relevant legislation include;</p> <p>Wildlife and Countryside Act 1981</p> <p>the Conservation (Natural Habitats etc) Regulations 1994</p> <p>the Protection of Badgers Act 1992</p>

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		<p>Importance (SNCIs)</p> <p>In addition to the above designated sites, a survey and assessment should also be provided when a proposal may affect the following;</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Habitats of Principal Importance for Biodiversity under S.41 of the NERC Act 2006</li> <li><input type="checkbox"/> Habitats identified as priorities within the UK or Local Biodiversity Action Plan</li> </ul>		<p>Impact Assessment should be made of the likely impacts which the development would have upon the species concerned and should be accompanied by a set of mitigation measures. Licenses for surveys and mitigation measures may be required from Natural England and/or DEFRA.</p> <p>And are likely to need to include assessments of impacts and proposals for long term maintenance and management.</p> <p>Certain proposals which include work such as the demolition of older</p>	<p><a href="http://www.naturalengland.org.uk/Images/Section_41_NERC_Act_Habitats_tcm6-8155.doc">http://www.naturalengland.org.uk/Images/Section_41_NERC_Act_Habitats_tcm6-8155.doc</a></p> <p><a href="http://www.ukbap.org.uk/UKPriorityHabitats.aspx">http://www.ukbap.org.uk/UKPriorityHabitats.aspx</a>;  <a href="http://teesvalleybiodiversity.org.uk/tees-valley-biodiversity-action-">http://teesvalleybiodiversity.org.uk/tees-valley-biodiversity-action-</a></p>

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				<p>buildings or roof spaces, removal of trees, scrub, hedgerows or alterations to or near water courses may affect protected species and will need to provide information on them, any potential impacts for them and any mitigation proposals for such impacts.</p> <p>Where developments are likely to have any impacts on legally protected species or their habitats a wildlife survey will be required a Phase 1 Habitat Risk Assessment</p>	
<b>Local list Item 5 Energy statement</b>	NPPF Para 98	For all major developments,		The Energy Statement should	

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	Renewable Energy Core Strategy Policy CS3	including residential developments comprising 10 or more units, and non-residential developments exceeding 1000 square metres gross floor space, at least 10% of total predicted energy requirements will be provided, on site, from renewable energy sources.		identify the predicted energy demand of the proposed development and the degree to which the development meets current energy efficient standards	
<b>Local list Item 6 Evidence to accompany applications for out of centre or edge of town location</b>	NPPF Para 24, 26  Core Strategy Policy CS 5	If the proposal is for floorspace of 2,500 sq m or above, in an out of centre or edge of town location and is not in accordance with an up to date development plan then an assessment		The evidence should include an assessment to show the impact of the development and that there are no sequentially preferable sites	

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		<p>would be required to show that there are no sequentially preferable sites.</p> <p>(For information: There is no need to provide an assessment for proposals in the primary shopping centre or for other main town centre uses located within the town centre).</p>			
<b>Local list Item 7 Flood risk and Surface Water Drainage Management</b>	<p>NPPF Para 101, 103</p> <p>Technical Guidance to the National Planning Policy Framework Paragraph 9 Core Strategy</p>	<p>For development proposals over 1 hectare or greater in Flood Zone 1 and all proposals located in Flood Zone 2 and 3</p>		<p>A Site Specific Flood Risk Assessment appropriate to the size of the development. All major applications require a flood risk assessment regardless of the zone in order that the impact of surface water drainage can be assessed.</p>	<p><a href="http://www.environment-agency.gov.uk">www.environment-agency.gov.uk</a></p>

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	CS 10			For developments within the higher risk flood zones developers must complete a sequential test in order to establish that there are no other more suitable sites available at a lower flood risk. The Flood Risk Assessment should identify opportunities to reduce the probability and consequences of flooding.	
<b>Local list Item 8 Green Travel Plan</b>	NPPF Para 36  Core Strategy CS2	A travel plan is required for all developments that require a full transport assessment In addition, preparation of a travel plan maybe required for other		All major development proposals that are likely to generate significant additional journeys will be accompanied by a Transport Assessment in accordance	<a href="http://www.stockton.gov.uk/citizenservices/transport/artunl oadroad/utrwtp/">http://www.stockton.gov.uk/citizenservices/transport/artunl oadroad/utrwtp/</a>

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		developments, if it is deemed necessary by the Head of Technical Services.		with the 'Guidance on Transport Assessment' (Department for Transport 2007) and the provisions of DfT Circular 02/2007, 'Planning and the Strategic Road Network', and a Travel Plan, in accordance with the Council's 'Travel Plan Frameworks: Guidance for Developers'. The Transport Assessment will need to demonstrate that the strategic road network will be no worse off as a result of development. Where the measures proposed in the Travel Plan will be insufficient	

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				to fully mitigate the impact of increased trip generation on the secondary highway network, infrastructure improvements will be required.	
<b>Local list Item 9 Impact Assessment</b>	NPPF Para 26	An Impact Assessment is required for all retail and leisure and office developments over 2,500 square metres gross floor space and for those smaller developments which may have a significant impact on smaller centres  They will also be required for applications other than main town centres uses when			

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		they are in an edge of centre of out of centre location			
<b>Local list Item 10</b>	NPPF Para 121,122	When redevelopment of previously developed land is proposed, assessments will be required to establish: • the risks associated with previous contaminative uses; the biodiversity and geological conservation value; and •the advantages of bringing land back into more beneficial use.		The level of information required as part of a land contamination survey will vary depending on the known and suspected levels of contamination.  Where remediation is necessary to render a site suitable for its intended use a land contamination survey will be required.  Where contamination is suspected a desktop study will be required, involving a walkover survey and assessment of the risks to human	<a href="http://www.environment-agency.gov.uk/">www.environment-agency.gov.uk/</a>  Informative Where site investigation is thought necessary because of known or suspected contamination, there should be some co-ordination with any investigation considered desirable in respect of archaeology. Otherwise the potential cause damage to heritage assets may ensue.

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				<p>health and the environment with a written remediation scheme to manage identified risks.</p> <p>The developer shall submit a completion report validating remediation.</p> <p>If the proposed development is situated within 250 metres of a former landfill site further assessment will be required</p>	
<b>Local list Item 11 Landfill Applications</b>	Core Strategy Policy CS 1	Applications for Landfill		Applicants should provide sufficient information to enable the waste planning authority to fulfil its requirements under the Landfill (England and Wales)	Tees Valley Minerals and Waste Plan

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<b>Local list Item 12 Landscaping</b>	Open Space, NPPF Para 96  Recreation and Landscaping SPD	The following types of application's submitted for full planning permission should be submitted with detailed landscape proposals as part of the initial application: 1. Any development where the outline application was supported by an Environmental Statement; 2. Mineral extraction, landfill & waste disposal; 3. Major development at Durham Tees Valley Airport; 4. Major new roads and road/rail improvements; 5. Development adjacent to the River Tees Corridor and or Tees Estuary;		Regulations 2002.  Applications should be accompanied by landscaping details and include proposals for long term maintenance and landscape management.  In these areas either a detailed landscape scheme should be submitted with the application, or a scheme that describes the hard landscape elements including paving and fencing and planting strategy and identifies the main areas and types of hard and soft landscaping on a site plan to 1:200 scale.  Where the latter is	<a href="http://www.stockton.gov.uk/citizenservices/planningdepartment/dev_plans/ldfhome/spdpage/openspacespd/">http://www.stockton.gov.uk/citizenservices/planningdepartment/dev_plans/ldfhome/spdpage/openspacespd/</a>

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		<p>6. New housing schemes of 4 dwellings or over (including individual dwellings in flats and sheltered housing);</p> <p>7. Major commercial or industrial development (<i>over 1000 m2 floor area</i>);</p> <p>8. Development in areas of special landscape value;</p> <p>9. Development in the countryside or recreational sites;</p> <p>10. Development in the Green Wedge and or Urban Open Space;</p> <p>11. Development in Conservation Areas, in the setting of a Listed Building or in areas of Special Historic Interest;</p> <p>12. Development in or adjacent to a Site of Special Scientific Interest and SPAs,</p>		<p>submitted and accepted it will be necessary to submit a detailed scheme later, and this will be required by a planning condition.</p>	

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		<p>SACs and Ramsar sites or sites of local conservation interest; applications which will affect areas of semi-natural habitat, particularly those which are listed as Habitats of Principal Importance for Biodiversity under S.41 of the NERC Act 2006 or as priorities within in the UK or Local BAP.</p> <p>13. Development on sites with mature existing trees;</p> <p>Any other significant development where in the opinion of the Council as Local planning authority, landscape proposals should not be left as a reserved matter or subject to a condition.</p>			

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<b>Local list Item 13</b>  <b>Listed building appraisal and conservation area appraisal</b>	NPPF Para 128  Saved Local Plan Policies EN24, EN25, EN26, EN27, EN28	Where an application site is a listed building or will effect the setting of a listed building and/or is sited in a conservation area or a building on the local list		A written statement which includes a schedule of works to the listed building(s) and an analysis of the significance of archaeology, history and character of the building or structure, the principles of and justification for the proposed works and their impact on the special character of the listed building or structure, its setting and the setting of adjacent listed buildings or	Standard and Guidance for the archaeological investigation and recording of standing buildings or structures.  <a href="http://www.english-heritage.org.uk/publications/understanding-historic-buildings">http://www.english-heritage.org.uk/publications/understanding-historic-buildings</a>

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				<p>conservation areas.</p> <p>The scope and degree of detail necessary in the written justification will vary according to particular circumstances of each application. Applications for sites, which include, or are considered to have the potential to include or impact on heritage assets, will include a heritage impact assessment.</p> <p>Such an assessment should identify any heritage assets affected. Describe the significance of those assets and any contribution made by their setting. As a minimum the historic environment record</p>	

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				will have been consulted and the heritage assets assessed using appropriate expertise where necessary. The level of detail shall be proportionate to the assets importance and sufficient to understand the potential impact of the proposal on their significance.	
<b>Local list Item 14 Noise impact assessment</b>	NPPF Para 123	Application proposals that raise issues of disturbance or are considered to be a noise sensitive development		Noise Impact assessment prepared by a suitably qualified acoustician and where necessary identifying appropriate mitigation measures.	Informative Noise can have a harmful effect upon the historic environment and the significance of some heritage assets.

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<p><b>Local list Item 15</b></p> <p><b>Open Space</b></p>	<p>NPPF Para 73,74</p> <p>Open Space, Recreation and Landscaping SPD</p> <p>Core Strategy Policies CS 6, CS 11</p>	<p>All new development will be required to contribute towards the cost of providing additional infrastructure and meeting social and environmental requirements.</p> <p>When seeking contributions, the priorities for the Borough are the provision of:</p> <ul style="list-style-type: none"> <li>• highways and transport infrastructure;</li> <li>• affordable housing;</li> <li>• open space, sport and recreation facilities, with particular emphasis on the needs of young people.</li> </ul>		<p>Plans should show any areas of existing or proposed open space within or adjoining the application site. 'Open space' here includes space falling within the definitions of that term in the Town and Country Planning Act 1990 or PPG17. The open space details should include proposals for future maintenance to be undertaken e.g if the title is to be transferred to Stockton Borough Council or a management company.</p>	<p><a href="http://www.stockton.gov.uk/citizenservices/planningdepartment/dev_plans/ldfhome/spdpage/openspacespd/">http://www.stockton.gov.uk/citizenservices/planningdepartment/dev_plans/ldfhome/spdpage/openspacespd/</a></p> <p><a href="http://www.stockton.gov.uk/resources/planning/openspace/docs/calcnote.xls">http://www.stockton.gov.uk/resources/planning/openspace/docs/calcnote.xls</a></p>
	NPPF				

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<b>Local list Item 16 Parking Provision</b>	Para 39  SPD3  Core Strategy Policy CS 2	Where the development requires car parking to be provided		Full details of existing and proposed parking Provision relating to dwelling it is intended to serve.	Further Advice on Car Parking Standards can be found at SPD3
<b>Local list Item 17 Playing Fields / Loss of Sports Facilities Statement</b>	NPPF Para 74  Core Strategy Policy 6 (CS6) Community Facilities  Core Strategy Policy 11 (CS11) Planning Obligations in Supplementary Planning	Where a proposed development may affect existing playing fields, would lead to the creation of, or loss of, major sporting facilities or new housing creating sport and recreation demands.		The onsite provision and any offsite contribution towards recreational open space should relate directly in scale and kind to the proposed development in accordance with the requirements as set out in Supplementary Planning Document 2: Open Space, Recreation and Landscaping SPD. In the case of Outline planning applications	

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	Document 6: Planning Obligations and Supplementary Planning Document 2: Open Space, Recreation and Landscaping SPD			indicative plans should be provided illustrating how the provision could be accommodated on the site	
<b>Local list Item 18 Planning obligations</b>	Core Strategy 11 SPD 6	This is likely to apply to Major commercial developments and all new dwellings.  Heads of Terms will typically particularly relate to; Education - school places contribution Housing - affordable housing provision Engineers - off site highway works or improvements Leisure - open space contribution,		Applicants must clarify the Council's requirements in pre-application discussions and confirm any planning obligations that they agree to provide in brief heads of terms which should be submitted with the planning application	Further advice is available in Government Circular 05/2005: Planning Obligations. ( <a href="http://www.communities.gov.uk/">http://www.communities.gov.uk/</a> )  SPD 6 <a href="http://www.stockton.gov.uk/citizenservices/planningdepartment/dev_plans/ldfhome/spdpage/planningobsspd/">http://www.stockton.gov.uk/citizenservices/planningdepartment/dev_plans/ldfhome/spdpage/planningobsspd/</a>

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		<p>maintenance costs, landscaping provision.  PCT - Health Care Facilities  Environment ; Public Art and Culture  Community facilities</p>			
<b>Local list Item 19 Site Appraisal</b>	<p>NPPF  Para 116</p> <p>Core Strategy  Policy CS 3</p>	<p>Will be required for large-scale applications to demonstrate that: the new development, proposals will:</p> <ul style="list-style-type: none"> <li>• Make a positive contribution to the local area, by protecting and enhancing important environmental assets, biodiversity and geodiversity, responding positively to existing features of natural, historic, archaeological or local character,</li> </ul>		<p>It may be necessary to review not only the existing character of the site but also its wider location. A good site appraisal should identify existing landscape features, local architectural style or vernacular materials, Identify existing public rights of way and desire lines and assess the visual impact of development upon the site whilst considering the</p>	<p><a href="http://www.cabe.org.uk/publications/building-in-context">http://www.cabe.org.uk/publications/building-in-context</a></p>

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		including hedges and trees, and including the provision of high quality public open space;		sensitivity to change of the surrounding area.  Development within conservation areas also should include a contextual appraisal	
<b>Local list Item 20 Site Waste Management Plan</b>	The Waste Framework Directive (2008/98/EC) ('the Directive')	Landfill and development producing on site waste		Proposed new developments that fall within the criteria of the Waste framework Directive should be supported with a site waste management plan to identify the volume and type of material to be demolished excavated, opportunities for the reuse and recovery of materials and to demonstrate how off-site disposal of waste	Informative Sustainability includes the prudent use of existing built fabric and applicants should demonstrate that they have sequentially, sought to do this before resorting to demolition and rebuilding

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				will be minimised and managed.	
<b>Local list Item 21 Statement of Community Involvement</b>		<p>Under the Council's Statement of Community Involvement, developers are required to carry out pre-application community consultation where significant applications are involved. These have been defined as:</p> <ul style="list-style-type: none"> <li>• Applications which are subject to an EIA</li> <li>• Applications which involve the disposal or treatment of waste</li> <li>• Applications which involve the winning and working of</li> </ul>		The statement should demonstrate how the views of the local community has been sought and taken into account in the formulation of the development proposals.	Section 3 of Stockton Borough Council's Statement of Community Involvement adopted in March 2006.

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		<p>minerals and the use of land for mineral deposits</p> <ul style="list-style-type: none"> <li>• Applications which involve residential development where the number of dwellings to be provided in 30 or more</li> </ul> <p>-the demolition of existing residential property is proposed to facilitate a more intensive redevelopment of the site, or</p> <p>- there is a site area of more than 1 hectare, and the principle has not been established by means of a detailed or outline planning permission. If an application is less than 30 dwellings, but is part of a wider but</p>			

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		<p>contiguous site for housing, then pre-application community consultation will be required.</p> <ul style="list-style-type: none"> <li>• Applications which involve the provision of a building or buildings for industrial or storage use where the floor space is over 50,000 sq metres</li> <li>• Applications which involve the provision of a building or buildings where the floor space to be created is over 25,000 sq metres</li> <li>• Applications which involve a traffic or retail impact assessment</li> <li>• Applications</li> </ul>			

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		<p>which are a departure from the Development Plan and involve the development of land owned by the Council</p> <ul style="list-style-type: none"> <li>• Applications which, in the view of the LPA are likely to be controversial or of special interest to the community.</li> </ul>			
<b>Local list Item 22 Structural survey of the property</b>	Core Strategy Policy CS 3	Structural surveys' may be required where the retention of an existing building may be sought such as barn conversions or listed buildings, buildings in conservation areas, areas of special historic interest or those buildings on a local list		A variety of information should be provided to prove the structural stability of the building and highlight measures to protect the integrity of the building.	

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<b>Local list Item 23</b> <b>• Supporting Planning Statement</b>		Major Planning applications		Information should include how the proposed development accords with national planning policies, Stockton Council's Local Plan, Supplementary Planning Guidance and Documents and/or development briefs.	
<b>Local list Item 24</b> <b>• Telecommunications</b>	NPPF Para 45	All telecommunications applications for Masts for mobile telephony		All telecommunications applications should be accompanied by a statement of Compliance with the International Commission on Non-Ionizing Radiation Protection (ICNIRP) guidelines, evidence of assessment of alternative sites and/or mast sharing, and a justification for	

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		For applications for prior approval for masts for mobile telephony		<p>why the installation is needed.</p> <p>Evidence of assessment of alternative sites and/or mast sharing,</p>	
<b>Local list Item 25</b> <b>• Transport assessment</b>	NPPF Para 32  Core strategy CS 2	All major development proposals that are likely to generate significant additional journeys will be accompanied by a Transport Assessment in accordance with the 'Guidance on Transport Assessment' (Department for Transport 2007) and the provisions of DfT Circular 02/2007,		Information will include all existing and proposed commercial and residential vehicular and pedestrian movements to and from the site. Loading areas and arrangements for manoeuvring, servicing and parking of vehicles should also be clearly identified. It should describe and analyse existing transport conditions,	Further guidance on methods to mitigate any potential transport and environmental impacts that may result in potential Highway Works is set out in DfT Circular 02/2007 Planning and Strategic Road Network and Guidance on Transport Assessments (March 2007). In terms of Further guidance on methods to mitigate any potential transport and environmental impacts that may result in potential Highway Works is set out in DfT Circular 02/2007 Planning and Strategic Road Network and Guidance on Transport Assessments (March 2007). In terms of

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		<p>'Planning and the Strategic Road Network', and a Travel Plan, in accordance with the Council's 'Travel Plan Frameworks: Guidance for Developers'.</p> <p>The Transport Assessment will need to demonstrate that the strategic road network will be no worse off as a result of development.</p> <p>Where the measures proposed in the Travel Plan will be insufficient to fully mitigate the impact of increased trip generation on the secondary highway network, infrastructure improvements will</p>		<p>how the development would affect those conditions and any measures proposed to overcome any problems. For major projects the assessment should illustrate the accessibility of the site by all modes of transport, the likely modal split of journeys and provide details of proposed measures to improve access by public transport, walking, cycling and measures to reduce the need for parking and to mitigate transport impacts</p>	

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		be required.			