

APPENDIX 1

N.B. Proposed additions to the checklist are in red. Some requirements were previously referred to in the guidance but did not have a specific check list entry.

CAMBRIDGESHIRE COUNTY COUNCIL LOCAL VALIDATION CHECK LIST **Revised June 2019**

This Local Validation Check List applies to all applications for planning permission submitted to Cambridgeshire County Council (including those made under s73 of the Town and Country Planning Act 1990) except those for mineral development.

This checklist should be read in conjunction with the national validation requirements which are set out in Paragraph: 016 Reference ID: 14-016-20140306 of the Department for Housing, Communities & Local Government (DCLG) Planning Practice Guidance (PPG).

<https://www.gov.uk/guidance/making-an-application#Validation-requirements-for-planning-permission>

It should be read together with Cambridgeshire County Council's 'Local Validation Guidance List guidance notes' document:- *Guidance for applicants and their agents on the Local Validation List* (revised June 2019) which sets out the circumstances in which you will need to submit information under the headings set out in this local list. Not all the items listed will apply in every case and you are strongly advised to find out from the case officer what is required before submitting your application. We offer a separate Pre-application advice service details of which are also given on our website:-

<https://www.cambridgeshire.gov.uk/business/planning-and-development/planning/submitting-a-planning-application/>

Failure to submit all of the relevant information that is required will mean that the application will be invalid. An invalid application cannot be registered. We will not be able to process your application until all of the information required to validate it is received. This includes all the information that is relevant to your application as explained in our Local Validation Guidance List.

It is intended that this local list will be used as a checklist by applicants, agents and planning officers at the pre-application stage to record what items from the local list will be needed to accompany an application. There are three categories: those where a full report is necessary; those where the item has some relevance but could be addressed within the planning statement; and those that are not relevant at all.

1. Planning statement
2. Local authority development letter
3. Statement of Community Involvement
4. Biodiversity survey and report
5. Statement of Sustainable Design and Construction
6. Tree survey/arboricultural report
7. Flood risk assessment
- 7A. Surface water drainage strategy

8. Heritage statement
9. Landscape impact assessment
10. Landscaping Proposals
11. Landscaping and biodiversity enhancement management scheme
12. Transport assessment or statement

- 13. Parking and access arrangements
- 13A. Construction traffic management plan
- 14. Travel Plan
- 15. Noise impact assessment
- 16. Lighting assessment
- 17. Air quality assessment
- 18. Contaminated land assessment
- 19. Waste audit and management strategy
- 20. Open space/ playing field assessment
- 21. Information in support of applications for the storage, treatment or disposal of waste
- 22. Plans and drawings

		Full Report	Planning Statement	Not Relevant
1	Planning statement			
(i)	Consideration of Public Art (South Cambridgeshire District Council only)			
2	Local authority development letter			
3	Statement of Community Involvement			
4	Biodiversity survey and report			
5	Statement of Sustainable Design and Construction (for districts other than Cambridge City)			
(i)	Cambridge City Completed Sustainable Development Checklist (Within Cambridge City only)			
(ii)	Water Conservation Strategy (Within South Cambridgeshire only)			
(iii)	Within South Cambridgeshire only: - <ul style="list-style-type: none"> An Extended Screening/Rapid Health Impact Assessment for new developments resulting in between 1,000 to 5,000 square metres of new floorspace; or A full Health Impact Assessment for developments of over 5000 square metres of new floorspace; 			
(iv)	Foul drainage strategy			
(v)	Assessment of dry weather flows			
6	Tree survey/arboricultural report			
7	Flood risk assessment			
7A	Surface water drainage strategy			
8	Heritage statement			
9	Landscape impact assessment			
10	Landscape proposals			
11	Soft landscape and biodiversity enhancement management scheme			
12	Transport assessment or statement			

(i)	(Within South Cambridgeshire only), a Low Emissions Strategy Statement including : - <ul style="list-style-type: none">Justification of parking provision and consideration of provision of electrical charging points.			
13	Parking and access arrangements			
13A	Construction traffic management plan			
14	Travel Plan			
15	Noise and vibration impact assessment			
16	Lighting assessment			
17	Air quality assessment			
18	Contaminated land assessment			
19	Waste audit and management strategy			
20	Open space/ playing field assessment			
21	Information in support of applications for the storage, treatment or disposal of waste Including: -			
(i)	A Topographical Survey			
(ii)	A Health Impact Assessment			
22	Plans and drawings (including cross-sections where necessary)			