

New South Plan Proposed Submission Version Validation Checklist

List of national and local validation requirements for major, minor and small-scale and householder developments

These are requirements in the Council's validation checklist. They need to be provided for a scheme to be validated. Please note there are separate Community Infrastructure Levy requirements.

National Requirement List

Requirements	Guidance notes			
	Major developments	Minor and small-scale (1-9 dwellings, commercial space up to 999sqm and other minor developments)	Householder developments	Further information
Completed application form	Required			Application form must be completed in full, signed and dated. The description of the development must accurately reflect all aspects of the proposal requiring planning permission.
Appropriate fee	Required			
Design and Access Statement	Required, as defined in the Town and Country Planning (Development Management Procedure (England) Order 2015	Required in a designated area for one or more dwelling, 100sqm or more floorspace, listed building consent.	Not required	The level of detail in a Design and Access Statement should be proportionate to the complexity of the application, but should not be long.
Environmental Statement	Where required by The Town and Country Planning (Environmental Impact Assessment) Regulations 1999.		Not required.	A screening opinion can be requested from the council before submitting the application to determine if an EIA is required.
Ownership certificate and Agricultural Land Holding Certificate	Required			The completed ownership certificate (A, B, C or D) as appropriate. (If Ownership Certificate B is completed, Notice 1 is required, If Ownership Certificate C is completed, Notices 1 and 2 are required

		<p>If Ownership Certificate D is completed, Notice 2 is required).</p> <p>You must complete and submit only one of Certificate A, B, C or D with your application. You must complete the Agricultural Holdings Certificate - even if your application is for a non-agricultural use – to confirm whether or not any of the land to which the application relates is, or is part of, an agricultural holding.</p>
<p>A plan which identifies the land to which the application relates drawn to an identified scale showing the direction of North.</p>	Required	<p>At a scale of 1:1250 or 1:2500 (or larger) or at an appropriate scale to show at least two named main roads and surrounding buildings and showing the direction of North. The boundaries of the application site must be edged in red. Any other land within the applicant's control must be edged in blue on the site plan. The immediately adjoining buildings must be numbered or named clearly.</p>
<p>A copy of other plans and drawings or information necessary to describe the subject of the application including:</p> <ul style="list-style-type: none"> • Block plan of the site (e.g. at a scale of 1:100 or 1:200) • Existing and proposed elevations (e.g. at a scale of 1:50 or 1:100) • Existing and proposed floor plans (e.g. at a scale of 1:50 or 1:100) • Existing and proposed site sections and finished floor and site levels (e.g. at a scale of 1:50 or 1:100) • Roof plans (e.g. at a scale of 1:50 or 1:100) 	Required	<p>All submitted plans and drawings must have written dimensions.</p> <p>A scale bar for the scale of all plans must be shown. The scale shown on the submitted plan(s) must state the paper size at which the scale applies, e.g. scale 1:200 at A3.</p> <p>This information is required to avoid errors and misinterpretation due to variations and accuracy associated with the copying and printing of plans that have been stored electronically.</p>

Local Requirement List

Requirements	NSP Policy	Guidance notes		
		Major developments	Minor and small-scale (1-9 dwellings, commercial space up to 999sqm and other minor developments)	Householder developments
Affordable housing statement	P1, P4, P24	Required for all applications triggering an affordable housing requirement. If your proposal is not policy compliant, you will need to provide a full justification for the amount and tenure of the affordable housing provision. If it is proposed to provide affordable housing off site, evidence of the site search must be provided.		Not required.
Air quality assessment	P66	Required for all major applications adjoining classified roads and roads within preferred industrial locations and major applications with pollution sources such as combined heat and power (CHP) plants or biomass boilers. This should include mitigation of the air quality impacts of the construction process.		Not required.
Archaeological assessment	P20	An archaeological desk based assessment is required for all applications where groundworks are proposed within an Archaeological Priority Area. Where such proposals include new basements, extensions to basements or other extensive groundworks, the results of an archaeological evaluation should be included.		
Basement Impact Assessment	P12	Required where there is a new or extended basement. The level of information required will be commensurate with the scale, location and complexity of the scheme.		
Biodiversity survey and report	P59	Required where proposal may have an impact on wildlife and biodiversity, especially where protected species may be affected. This includes all proposed tree works; development affecting mature trees, trees with obvious holes/cracks/cavities, trees with a girth greater than 1m at chest height; proposals affecting 'derelict' land (brownfield sites), allotments, mature gardens and railway land including bare ground that may support ground-nesting birds or invertebrates; and proposals including the modification, conversion, demolition or removal of buildings and structures (especially roof voids).		
Construction management plan	P52	Required for all developments providing over 500 homes or more than 25,000 sqm of floorspace to demonstrate how negative impacts of the construction process on the amenity of neighbouring occupiers and the environment will be managed and mitigated.	Not required.	
Daylight/Sunlight assessment	P13	Required where the proposed development may have a potentially adverse effect on the daylight and/or sunlight enjoyed by adjoining properties. See the BRE Report 'Site layout planning for daylight and sunlight: a guide to good practice'.		
Drainage assessment	P69, IP1	Required		Not required.
Energy assessment and BREEAM pre-	P12, P13, P61	Required for all applications for major developments to provide an assessment of how they will	Required where changes are proposed that will increase the energy demand of a site, such as changes of use, or	Not required.

assessment		contribute towards energy and carbon reduction targets. The energy assessment should be produced in accordance with the GLA's guidance on preparing energy assessments. It should include a BREEAM pre-assessment where a BREEAM "Excellent" rating is required, and dynamic thermal modelling where there is a risk of overheating (e.g. single aspect homes).	additional floorspace or dwellings, information on how the development has been designed to be as energy efficiency as possible should be provided in the Design and Access Statement.	
Flood risk assessment	P69	Required for all new developments in Flood Zones 2 and 3 and for sites of more than 1ha in Flood Zone 1. Find out about Flood Risk Assessment and other general advice for applicants at http://www.environment-agency.gov.uk/research/planning/		Not required.
Foul sewage and utilities assessment	P69	Required where the proposed development involves connection to foul and storm water sewers. The applicant will be required to demonstrate that, following consultation with the service provider, the availability of drainage/sewerage infrastructure capacity has been examined and the proposal would not result in undue stress on this infrastructure. Relevant technical guidance is provided in Building Regulations Approved Document Part H (Drainage and waste disposal).		Not required.
Health impact assessment	P42	Major developments providing over 500 homes or more than 25,000 sqm of floorspace will be required to submit a Health Impact Assessment (HIA).	Not required.	
Heritage Statement	P16, P17, P18	Required for all developments within conservation areas and /or affecting the setting, appearance or character of a listed building, an historic park or garden or a scheduled ancient monument (see guidance notes). Development or alterations to a listed building will require listed building consent.		
Land contamination assessment	P65	Required for all development on brown field sites or where the site is known to be contaminated.		Not required.
Landscaping details	P11, P56, P57, P59	Required for all major applications where landscaping is not a reserved matter. Landscape details should show the design and layout of all outdoor areas within the curtilage of the development. These may include details of green roofs, green walls and podium or terrace planting within raised planting. Details of maintenance are also required such that all landscaping successfully establishes.		Not required.
Lighting assessment	DM9, P55	Required for all development where external lighting is proposed or where the proposal involves areas of public access. Refer to Institution of Lighting		Not required.

		Professionals guidance for the reduction of obtrusive light.	
Marketing statement	P26, P33, P37, P42, P44,	Required if there is a marketing requirement in the policy.	Not required.
Microclimate assessment	P14	Required for all tall buildings over 30m. The requirements will be specific to the scheme in question but are likely to include overshadowing and wind assessments. The aim will be to determine the potential for unsafe and/or unpleasant conditions in internal and external environments and to identify mitigation measures where required. The overshadowing analysis can be presented as part of the daylight / sunlight assessment where this is also required.	Not required
Navigational Risk Assessment	P22	The Port of London Authority requires a Navigational Risk Assessment where any proposal may impact on the navigation of vessels along the tidal Thames and, in particular, where a proposal would interact with vessels such as a pier or jetty. The PLA District Harbour Master is responsible for determining whether an impact on navigation exists and if a Navigational Risk Assessment is required.	
Noise impact assessment	P67	Required where the proposed development involves the installation of any plant or equipment or the carrying out of any operations, activity or use that may adversely affect adjoining or nearby noise sensitive properties. Required for all noise sensitive developments that adjoin or are likely to be affected by an existing source of noise.	Not required.
Photographs, photomontages and contextual drawings	P11, P12, P13, P14	Required	Not required
Planning obligations – Draft Head(s) of Terms	IP2	Required where the scale of the proposed development requires the provision of planning benefits. Provide the level of contribution(s) offered under each head(s) of terms.	Not required.
Planning Statement	All	Required	Not required

Servicing and refuse management plan	P12, P15, P47, P63	Required for all major applications. This should include details of sufficient capacity for waste and recycling storage (within the development's curtilage), accessibility for waste vehicles and other servicing traffic, and measures to mitigate fire risks and amenity impacts (e.g. noise, odour, pests).	Not required	
Schedule of accommodation and floor plan identifying the standard under M4 of the Building Regulations that each home in the development will meet.	Approved Document M of the Building Regulations, London Plan 2015 Policy 3.8.	Required for all residential development. Where M4(2) (Accessible and Adaptable Dwellings) cannot be achieved for reason of viability or practicality the applicant must provide evidence to support this. The applicant must provide a floor plan that identifies the unit reference number for each proposed unit.	Required for all residential development. Where M4(2) (Accessible and Adaptable Dwellings) cannot be achieved for reason of viability or practicality the applicant must provide evidence to support this. The applicant must provide a floor plan that identifies the unit reference number for each proposed unit.	Not required.
Statement of Community Involvement	IP6	Required for all large-scale major applications where consultation with the local community is required before the submission of an application is necessary in accordance with the council's Statement of Community Involvement. This should provide full details of community consultation and engagement on the proposed development, demonstrating how this has influenced the design of the scheme.	Not required.	
Structural survey	P16, P17	Required for all applications involving substantial works where the retained structure is changing significantly, there is a basement or the development is affecting the foundations.		
Townscape visual impact assessment	P14, P16, P17, P19, P21	Required for all those schemes impacting on the London View Management Framework and local views (including views to and from listed assets and conservation areas; and views in, out and across World	Required if the proposal is for a tall building.	Not required.

		Heritage Sites).		
Town centre impact assessment (Amended from national requirement of 2500sqm)	P31	Developments for town centre uses located outside town and local centres must comply with the sequential test. Large developments, over 1,000sqm (gross), should provide an impact assessment and demonstrate that they would not harm the vitality and viability of centres or planned investment in centres	Not required.	
Transport assessment	P46, P47, P48, P50, P51, P52, P53	<p>Transport assessments, including a Travel Plan and parking provision statement, are required for all major applications.</p> <p>This should be supported by a parking survey where the following criteria apply:</p> <ul style="list-style-type: none"> • Developments in areas with a low PTAL and not covered by a CPZ. • Developments surrounding stations and not covered by a CPZ. • Developments within areas not covered by a CPZ and within close proximity to Town Centres. <p>All parking surveys should be conducted in line with the Lambeth Parking Survey Methodology.</p>	Transport assessments or statements are required for applications where the proposed development is likely to have significant transport implications. The Council will advise on the level of detail required and the need for a parking survey.	Transport assessments are not required. The Council will advise the applicant where a parking provision statements is required.
Tree survey / Arboricultural impacts assessment	P60	Required for applications that involve the pruning or removal of existing trees and for the carrying out of demolition, building or engineering operations (including the excavation of foundations, any changes of level and service/utility runs) where these may affect trees both on site or on adjoining land. Refer to BS:5837 and BS:8545, Trees and Design Action Group (TDAG) guidance.		
Ventilation / Extraction statement	P66	Required for all applications for non-residential use where ventilation or extraction equipment is proposed or will be required. Required for all applications for non- residential use where ventilation or	Not required.	

		extraction equipment is proposed or will be required.	
Viability assessment	P1, P4, P24	<p>A financial viability appraisal is required where there is a planning policy requirement to provide affordable housing or where the proposed development departs from other planning policy requirements due to viability. Financial viability appraisals should be accompanied by:</p> <ul style="list-style-type: none"> • an executive summary which outlines the key conclusions being drawn from the appraisal for the lay reader; and • a fully testable and editable electronic / software model which explicitly shows the calculations and assumptions used in the planning application. <p>Applicants should meet the cost of reviewing financial viability appraisals, or provide a solicitor's undertaking to pay, for an application requiring a financial viability appraisal to be validated. Further details are provided in the Development Viability SPD</p>	Not required