

Local List for Validation of Planning Applications

February 2024



Section one

Introduction

1. This document has been produced to assist applicants when applying for planning permission or other associated consents. This version updates the Council's Local Validation Checklist Adopted on 1 August 2013.
2. The list accords with the guidance set out in paragraph 44 of the National Planning Policy Framework (NPPF), December 2023. The following information has been included in respect of each Local List item:
 - The types of application and geographic locations for which it is required.
 - The policy driver for requesting the information.
 - The level and type of information that is required to be provided.
 - Links to further sources of information or guidance.

General Data Protection Regulations

3. Personal or Sensitive Data - Where there is a need to submit information considered 'personal data' or 'sensitive personal data' under the General Data Protection Regulations (GDPR) this information should be submitted in a separate document without cross-referencing in documents that can be made public, and clearly marked as confidential. The definition of 'personal data' and 'sensitive personal data' can be found in the Information Commissioner's Office (ICO) Guide to the General Data Protection Regulation (GDPR) and will include for example personal circumstances and health information.

Validation of Planning Applications

4. The information required to make a valid planning application consists of three elements:
 - The relevant standard application form (1 APP).
 - The mandatory national information requirements specified in The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended), including a design and access statement where one is required.
 - Information to accompany the application as specified by the local planning authority on their local list of information requirements.
5. It is essential that all of the information that is required in respect of each of the above three elements is submitted as part of a planning application. If an application is submitted that does not meet these requirements then the Council will deem the application to be invalid. Where an application is invalid, the Council will write to explain what information is required and indicate a time period within which it should be provided.

A Proportionate Approach to Validation

6. In accordance with the requirements of the NPPF as well as the provisions of The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended), Eastleigh Borough Council takes a proportionate approach to validation and seeks to ensure that only supporting information that is relevant, necessary and material to the application is requested.
7. If you believe that a specific validation requirement does not apply to your proposal but it has been identified on the Council's Local List as being required and the Council has subsequently requested that it be submitted in order to validate the application, the procedure as set out in Article 12 of The Town and Country Planning (Development Management Procedure) (England) 2015 (as amended) concerning validation disputes should be followed. If you need further information in respect of this please contact the Planning Service.

Pre-Application Discussions

8. The NPPF advocates the importance of pre-application engagement between applicants and local planning authorities. Pre-application discussions have the potential to improve both the efficiency and the effectiveness of the planning application system for all parties. Eastleigh Borough Council provides a comprehensive pre-application advice service, further details of which are available on our website at: <https://www.eastleigh.gov.uk/planning-and-building/planning-permission/pre-application-service>
9. Good decision taking is reliant upon the right information being provided as part of any planning application. Applicants are strongly advised to discuss what information is required with the local planning authority as part of the pre-application process. This will both assist the local planning authority in issuing timely decisions, as well as ensuring that applicants do not experience unnecessary delays and costs.

General Advice on Plans and Drawings

10. If submitted drawings are inaccurate or do not contain sufficient detail, the registration of a planning application may be delayed until the correct information is provided.
11. Detailed drawings are an important part of a planning application and it is, therefore, essential that they are of an adequate and suitable standard and include all of the required information to describe the proposed development in detail and to allow the local planning authority to determine the application. Applicants are therefore encouraged to follow the advice below as well as to refer to [National Validation Criteria \(page 4\)](#).
 - All Ordnance Survey plans submitted with planning applications must bear a valid licence number from Ordnance Survey which allows the applicant or agent to use that information.
 - All plans must be accurately drawn, using a conventional metric scale such as 1:50 or 1:100 and must include a scale bar.
 - Plans and drawings must not contain disclaimers such as 'do not scale' (with the exception of perspective drawings or artists impressions).

- All elevations of a proposed development must be shown along with corresponding existing elevational drawings; both should be drawn to the same metric scale.
- All elevations must be clearly labelled with the relevant orientation.
- All plans must be individually numbered. If drawings are amended at any point during the application process, the revision number must be clearly stated on the drawing.

Online Planning Applications

12. Eastleigh Borough Council actively encourages the electronic submission of planning applications using the Planning Portal (www.planningportal.gov.uk). The Planning Portal allows you to select and complete the relevant TAPP application form, attach the supporting documents and plans as required, as well as pay your application fee using a credit or debit card.
13. Please note that if during the application process, you need to update or amend a plan or supporting document that was electronically submitted via the Planning Portal, this should be uploaded on to the Planning Portal and labelled clearly as an amendment and the Case Officer should subsequently be informed of its submission by email.

How to use this document:

14. In order to ensure that your application meets both the relevant national and local requirements and to avoid it being deemed to be invalid by the Council, you should follow the steps below prior to making your submission:
 - Decide what type of planning application that you will be submitting.
 - Refer to Section 2 of this document to assist you in identifying the relevant national requirements to your application.
 - Refer to Section 3 to identify the Local List requirements that are relevant to your development proposal.
 - Submit your application, preferably electronically via the Planning Portal, with all of the identified required information.

Section two

National Validation Criteria

15. This section has been included to provide guidance for applicants in respect of the minimum national validation requirements for the majority of planning applications as set out in The Town and Country Planning (Development Management Procedure) (England) Order 2015 (DMPO) (as amended).
16. The application documents should be submitted electronically via the planning portal (in exceptional circumstances a paper copy shall be accepted and should include the original plus one copy). The

local authority, does however, reserve the right to request hard copies of documents in respect of Major applications that are submitted electronically, should it deem that these are required.

17. Please note that some of the requirements listed are not relevant to all application types and you are encouraged to refer to the aforementioned legislation for further guidance. Alternatively, you can seek advice from the Planning Service on 023 8068 8000 or at planning@eastleigh.gov.uk. There are also certain application types for which there are specific additional or alternative national requirements and some of the most common of these are listed at the end of this section.

Application Form

18. The relevant 1APP application form with all sections completed should be submitted.
19. When you are making your application electronically via the Planning Portal, the format of the form should automatically adjust to the nature of the proposed development, so you should be presented with the correct form to submit. If you are submitting your application in hard copy format, planning application forms and associated guidance notes can be downloaded from the Planning Portal via the following link: <https://www.planningportal.co.uk/planning/planning-applications/paper-forms/find-and-download-paper-forms>
20. It is important that you submit the correct application form for your proposal otherwise your application will be invalid. If you are unsure as to which form you require, please contact the Planning Service on 023 8068 8000 or at planning@eastleigh.gov.uk

Combined Ownership Certificates and Agricultural Land Declaration

21. Applications for planning permission must include the appropriate combined Ownership Certificate and Agricultural Land Declaration. Certificate A, B, C or D must be completed stating the ownership of the land or property and to confirm whether or not it forms part of an agricultural holding. For this purpose an 'owner' is anyone with a freehold interest, or leasehold interest with at least seven years of the leasehold left unexpired. An 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Town and Country Planning Act 1990:
22. These certificates form part of the standard application form and must be fully and accurately completed in order for the application to be valid.

Notice(s)

23. Where ownership certificate B, C or D has been completed, requisite notice of the application must be given by the applicant to any person (other than the applicant themselves) who on the prescribed date is an owner of the land to which the application relates, or an agricultural tenant.
24. Notice forms can be found on the Planning Portal website, via the following link: <https://www.planningportal.co.uk/services/help/faq/applications/where-can-i-access-the-household-application-notice-and-notices-1-and-2-on-the-portal>

Location Plan

25. A plan based on an up-to-date map should be submitted, which clearly identifies the land to which the application relates. This should be to an identified standard metric scale (typically 1:1250 or 1:2500), show the direction of North, and should show sufficient roads and/or buildings on land adjoining the application site to ensure that its exact location is clear. Where a plan is obtained from the Ordnance Survey (OS), the OS licence number should be identified on the plan.
26. The application site should be clearly outlined in red and include all of the land necessary to carry out the proposed development – for example, any land required for access to the site from a public highway.
27. Any other land that is close to or adjoins the application site and is within the ownership of the applicant should be outlined in blue.

Block Plan

28. A site plan should be submitted that accurately shows the proposed development in relation to the site boundaries and other buildings on the site, with written dimensions (including those to the site boundaries) being shown.
29. The plan should also show the direction of North, as well as the following unless these would NOT influence or be affected by the proposed development:
 - All of the buildings, roads and footpaths on land adjoining the site including access arrangements.
 - All public rights of way (footpath, bridleway, restricted byway or byway open to all traffic) crossing or adjoining the site.
 - The position of all trees on the site, and those on adjacent land.
 - On-site car parking arrangements.
 - The extent and types of any hard surfacing.
 - Boundary treatment including walls or fencing where this is proposed.
30. The plan should be to an identified standard metric scale (typically 1:200 or 1:500).

Other Plans and Drawings

31. As a minimum these should include:
 - Existing and proposed elevations drawn to a metric scale of 1:50 or 1:100.
 - Existing and proposed floor plans drawn to a metric scale of 1:50 or 1:100.
 - Section drawings where any proposal involves a change in levels or is on a sloping site. Drawings should include finished floor levels.
 - Roof plans at a metric scale of 1:50 or 1:100.

32. Further information regarding the required plans can be found on the Planning Practice Guidance (PPG) website: <https://www.gov.uk/guidance/making-an-application#Plans-and-drawings>

Design and Access Statement (where required by the Part 3, Article 9 of DMPO)

33. In accordance with Part 3, Article 9 of the DMPO (as amended) certain types of planning application require the submission of a Design and Access Statement.
34. The purpose of a Design and Access Statement (DAS) is to explain the design thinking behind the proposed development and why this is a suitable response to the site and its setting, and to demonstrate that it can be adequately accessed by prospective users.
35. Design and Access Statements must be provided for:
- Applications for major development as defined in article 2 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended);
 - Applications for development in a designated area (World Heritage Site or Conservation Area), where the proposal consists of:
 - One or more dwellings; or
 - A building or buildings with a floor space of 100sqm or more;
 - Applications for listed building consent.
36. Further guidance on this including details of the information that this statement must contain are available from the PPG website: <https://www.gov.uk/guidance/making-an-application#Plans-and-drawings>
37. Design and access statements must not be used as a substitute for drawings or other material required to be submitted as part of the planning application.

The correct fee

38. The fees for planning applications are set out in The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 (as amended). The fee should be paid at the time that the application is submitted. If you are unsure as to the fee that is required in respect of your application, the Planning Portal has provided a fee calculator tool to assist applicants: <https://www.planningportal.co.uk/services/help/faq/applications/how-much-does-a-planning-application-cost>
39. Alternatively you can contact the Planning Service for further guidance on 023 8068 8000 or at planning@eastleigh.gov.uk
40. The Planning Portal also provides a summary of planning fees: https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf

Additional National Requirements for Specific Types of Applications

41. Please note that this is not an exhaustive list and covers only the most common types of applications. For national requirements for other application types not listed here, please refer to The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended), or contact the Planning Service on 023 8068 8000 or at planning@eastleigh.gov.uk.

Application for Advertisement Consent:

42. A drawing(s) of the proposed advertisement will be required (at a scale of 1:50 or 1:100) that shows the advertisement size, siting, materials and colours to be used, the height of the advertisement above ground, the extent of projection and details of the method and colour(s) of illumination (if applicable).

Application for Listed Building Consent:

43. Detailed drawings, which may include plans, elevations, and vertical and horizontal sections to accurately show the proposed works. These must be to a scale of no less than 1:20 and show all new doors, windows, shop fronts, panelling, fireplaces, plaster moulding and other decorative details as applicable, as well as indicate the relationship of the proposed works to adjacent existing buildings and/or structures.

Section three

Local Validation Requirements

Local List Item	Name of Document	Types of application and when required	What information is required	Policy driver and where to find further information
1	Access standards for new dwellings	Any proposal resulting in new residential dwellings.	A statement to confirm how the dwellings will be designed to meet the access requirements set out in Policy DM29 of the Eastleigh Borough Local Plan (2016-2036).	Eastleigh Borough Local Plan (2016-2036), Policy DM29. Building Regulations Approved Document M: https://www.gov.uk/government/publications/access-to-and-use-of-buildings-approved-document-m
2	Affordable Housing Statement	For proposals of 10 or more residential dwellings or sites of 0.5ha capable of accommodating 10 or more dwellings.	An Affordable Housing Statement must contain the following: <ul style="list-style-type: none"> The site area, total number of dwellings proposed and the mix of dwelling type and size of both the open market and affordable housing elements. Note: for the affordable housing, it is useful to indicate the number of persons that each dwelling is designed to accommodate; Details as to how the requirements of the Local Plan and of the Council's adopted Supplementary Planning Document for affordable housing have been met in the application proposals; Details of how the different tenures are to be accommodated (including details of First Homes provisions where proposed); 	National Planning Policy Framework (NPPF), Part 5. Eastleigh Borough Local Plan (2016-2036), Policy DM28 and DM29. Affordable Housing Supplementary Planning Document (SPD), Adopted July 2009: affordable-housing-spd.pdf (eastleigh.gov.uk)

Local List Item	Name of Document	Types of application and when required	What information is required	Policy driver and where to find further information
			<ul style="list-style-type: none"> How the affordable housing is to be distributed on the site; and, Confirmation that all affordable housing will be built in accordance with Policy DM28 and Policy DM29 provisions for accessible and adaptable dwellings <p>Note: Where affordable housing provision is not proposed or proposed at a lower level than the policy requirement, a Viability Assessment will be required.</p>	
3	Agricultural Development and Diversification Statement	Proposals for new buildings for agricultural purposes or farm diversification.	A statement to justify the need for the new building to enable the efficient working and long-term commercial viability of the agricultural enterprise, and to justify why the use cannot be accommodated in existing buildings.	NPPF Part 6. Eastleigh Borough Local Plan (2016-2036), Policy DM 17.
4	Air Quality Assessment	<p>Development which, during the construction and operational phases, could lead to an adverse effect on air quality (e.g. through alteration in the traffic volume and flow, or introduction of new point sources of pollution such as a combustion plant), in or near to an area where it is already known to be poor; e.g.</p> <ul style="list-style-type: none"> Air Quality Management Area (AQMA); 	<p>All Air Quality Assessments should be consistent with advice and guidance of the Institute of Air Quality Management (IAQM) and in particular the document 'Guidance on land-use planning and development control: Planning for air quality 2017 v1.2'.</p> <p>A typical air quality assessment consists of the following:</p> <ul style="list-style-type: none"> a description of baseline conditions and any air quality concerns affecting the area, and how these could change both with and without the proposed development; 	<p>NPPF, Part 15</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM8.</p> <p>Planning Guidance on Air Quality: https://www.gov.uk/guidance/air-quality--3</p> <p>Land use Planning & Development Control: Planning for Air Quality v1.2, IAQM, 2017: air-quality-planning-guidance.pdf (iaqm.co.uk)</p>

Local List Item	Name of Document	Types of application and when required	What information is required	Policy driver and where to find further information
		<ul style="list-style-type: none"> Development which may affect an existing, or give rise to a new AQMA, or; development which may affect sensitive habitats or designated sites of importance for biodiversity. <p>Sensitive development in or near an area where air quality is already known to be poor, e.g. an AQMA.</p>	<ul style="list-style-type: none"> identified sensitive receptors and habitats (including designated sites of importance for biodiversity); the assessment methods to be adopted and any requirements for the verification of modelling air quality; the basis for assessing impacts and determining the significance of an impact; where relevant, the cumulative or in-combination effects arising from several developments; construction phase impacts; acceptable mitigation measures to reduce or remove adverse effects; and measures that could deliver improved air quality even when legally binding limits for concentrations of major air pollutants are not being breached. 	<p>Details of Air Quality Management Areas within the Borough and local air quality monitoring data can be found on the Council's website at: https://www.eastleigh.gov.uk/environment/environmental-health/pollution/air-quality/air-quality-monitoring</p>
5	Archaeological Impact Assessment	Where groundworks are proposed in an area where there is known to be the potential for below ground archaeology.	<p>The Assessment will need to identify and assess the significance of any archaeological resource within the development area.</p> <p>Standards and guidance for preparing an archaeological desk based assessment are provided by the Chartered Institute for Archaeologists:</p> <p>CIfA Code, regulations and standards & guidance Chartered Institute for Archaeologists</p>	<p>NPPF Part 16</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM 12</p> <p>Hampshire County Council Historic Environment Records: https://maps.hants.gov.uk/historicenvironment/</p> <p>Guidance from the Chartered Institute for Archaeologists: https://www.archaeologists.net/codes/cifa</p>

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6	Biodiversity: Biodiversity Checklist and Photographs	<p>Required for the following types of applications:</p> <ul style="list-style-type: none"> • Householder applications • Full planning applications • Outline planning applications 	<p>The relevant Hampshire Biodiversity Information Centre (HBIC) checklist must be completed and submitted with every application. This gives detailed validation requirements.</p> <p>The checklist can be used to ascertain whether ecological/ protected species surveys and assessments need to be undertaken (see section Biodiversity: Ecological Assessment below)</p> <p>Applicants are also advised to provide photographs of existing buildings and structures on site that are to be affected by the proposed works to assess their potential for accommodating protected species. This could include photographs of roofs, flashings, fascias, soffits, hanging tiles, areas around windows and interiors of loft spaces and roofs, and photographs of the building(s) in context to show any surrounding land and vegetation that may be affected by the works.</p>	<p>NPPF Part 15</p> <p>Natural Environment and Rural Communities (NERC) Act 2006 Section 40 (as amended)</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM11.</p> <p>Hampshire Biodiversity Information Centre (HBIC) Checklists: Checklists Hampshire County Council (hants.gov.uk)</p> <p>Nationally and internationally designated site locations can be found at: www.magic.gov.uk (Sites of Special Scientific Interest, Special Areas of Conservation, Special Protected Areas and Ramsar sites.</p> <p>Locally designated nature conservation site locations can be found at: www.magic.gov.uk (Local Nature Reserves)</p> <p>A list of protected and notable species can be found at: https://documents.hants.gov.uk/biodiversity/Protected-and-Notable-Species-List.xls</p>

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				<p>A list of priority habitats can be found at: UK BAP Priority Habitats JNCC - Adviser to Government on Nature Conservation</p> <p>Bats and Buildings: https://www.bats.org.uk/about-bats/where-do-bats-live/bat-roosts/roosts-in-buildings</p> <p>Online Biodiversity Checklist: https://www.biodiversityinplanning.org/wildlife-assessment-check/</p>
7	Biodiversity: Ecological Surveys and Assessment	<p>Required for the following types of applications:</p> <ul style="list-style-type: none"> • Householder applications • Full planning applications • Outline planning applications; • Where any development may affect: <ul style="list-style-type: none"> - a nationally or internationally designated habitat. - a locally designated nature conservation habitat. 	<p>Where a proposed development may have impacts on wildlife and biodiversity, information must be provided on existing biodiversity interests and any impacts on them must be assessed.</p> <p>The Biodiversity Checklist (see section Biodiversity: Biodiversity Checklist and Photographs) can be used to ascertain whether ecological/ protected species surveys and assessments need to be undertaken.</p> <p>An ecological report with ecological survey details, an assessment of impacts and plans indicating the location of significant wildlife habitats or features will need to be provided. Where proposals are being made for mitigation, enhancement and/or compensation measures, information (including plans) to support those proposals will also need to be included.</p>	<p>NPPF 2021, Part 15.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM11.</p> <p>Biodiversity Supplementary Planning Document, Adopted December 2009: biodiversity.pdf (eastleigh.gov.uk)</p> <p>Natural Environment and Rural Communities (NERC) Act 2006, Section 40 (as amended).</p> <p>Wildlife and Countryside Act 1981</p> <p>Conservation of Habitats and Species Regulations 2017.</p> <p>Protection of Badgers Act 1992.</p>

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		<ul style="list-style-type: none"> - a protected or notable species - a priority habitat (also see Biodiversity Net Gain Strategy below) - features of geodiversity and soils interest. 	<p>If a Preliminary Ecological Assessment (also referred to as a Phase 1 Survey or Preliminary Roost Assessment) is undertaken and identifies that further surveys (Phase 2 Surveys) are necessary, then these must be carried out and submitted with the application.</p> <p>For applications of more than one dwelling, proposals for long term maintenance and management of habitats and features will also be required.</p> <p>Certain proposals which include work such as the demolition of older buildings or roof spaces, removal of trees, scrub, hedgerows or alterations to watercourses, may affect protected species and an impact assessment and any mitigation proposals for these species must be provided.</p> <p>District level licencing for great crested newts, in partnership with NatureSpace, is available. The "Impact Risk Zone" map for great crested newts shows where they are likely to be with the red and amber zones being higher risk areas. If the applicant chooses to take the district licencing approach over the standard survey and licencing process, then a NatureSpace certificate or report for the site must be submitted with the application.</p> <p>For applications of more than one dwelling the potential to affect internationally important sites will require sufficient information for the Council to undertake a Habitats Regulations Assessment.</p>	<p>Further information on habitats, species and designated sites to inform desk top studies is available from Hampshire Biodiversity Information Centre: Hampshire Biodiversity Information Centre (HBIC) Hampshire County Council (hants.gov.uk)</p> <p>Information on the Great crested newt District Level Licencing can be found at: Home - NatureSpace Partnership (naturespaceuk.com)</p> <p>Great crested newts: advice for making planning decisions - GOV.UK (www.gov.uk)</p> <p>Best practice guidance can be found at: Home CIEEM</p> <p>Natural England Introduction to the Green Infrastructure Framework – Principles and Standards for England: https://designatedsites.naturalengland.org.uk/GreenInfrastructure/Home.aspx</p> <p>The British Standards Institution (2013) BS42020: Biodiversity Code of Practice for Planning and Development</p> <p>untitled (omegawestdocuments.com)</p>

Local List Item	Name of Document	Types of application and when required	What information is required	Policy driver and where to find further information
			<p>Proposals must also have regard to local geodiversity and soils. Any potential features of interest must be identified and further advice sought.</p> <p>Ecological surveys and assessments should be carried out by qualified ecologists following best practice guidance.</p>	
8	Biodiversity: Biodiversity Net Gain Strategy	<p>Required for the following types of applications:</p> <ul style="list-style-type: none"> • Full planning applications • Outline planning applications <p>Required for:</p> <ul style="list-style-type: none"> • A net increase of 1 or more dwellings; • New commercial / leisure buildings; • Any development impacting habitat of an area 25m² or above, or 5m² or above for linear habitats such as hedgerows. <p>Excludes householder applications.</p>	<p>The Biodiversity Net Gain Strategy is required to assess the changes of all habitats pre and post development. It must:</p> <ul style="list-style-type: none"> • Quantify the pre and post development biodiversity value of the site using the statutory Biodiversity metric or Small Sites Biodiversity Metric (whichever is appropriate) with an explanation of the condition scores as set out in the DEFRA guidance. Plans of the site pre and post development (and of any areas on which off-site mitigation or compensation is proposed) must be provided together with Excel copies of the completed relevant metrics to demonstrate how the metric conclusions were reached. • Identify how at least 10% Biodiversity Net Gain can be achieved, ensuring that the proposed habitat is provided onsite in the first instance followed by either a combination of onsite and partial offsite or completely offsite. • Demonstrate that the trading rules have been adhered to. 	<p>Town and Country Planning Act 1990 Schedule 7A (inserted by the Environment Act 2021):</p> <p>Environment Act 2021 (legislation.gov.uk)</p> <p>NPPF 2021, Part 15.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM11</p> <p>PfSH Green Infrastructure Strategy: Green Infrastructure, Flooding & Water Management - Partnership for South Hampshire (push.gov.uk)</p> <p>BS 8683: 2021 Process for designing and implementing Biodiversity Net Gain. BS 8683:2021 Process for designing and implementing Biodiversity Net Gain. Specification (en-standard.eu)</p>

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			<ul style="list-style-type: none"> • Demonstrate that proposals have followed the 'mitigation hierarchy': avoiding habitat loss where possible; minimising the extent of negative impacts that cannot be avoided; restoring degraded ecosystems where negative impacts cannot be avoided or minimised; compensating for any residual negative impacts and ensuring at least 10% net gain. • Demonstrate that proposals maximise the connectivity of the proposed habitat with habitat in the wider area to avoid fragmented or isolated habitat. This must maximise opportunities from other required green and blue infrastructure elements such as sustainable drainage (SuDS). • Confirm how the proposed Biodiversity Net Gain habitats will be implemented, managed, maintained, monitored and funded for a minimum of 30 years. <p>If habitat is cleared before an application is submitted, the baseline habitat value of the site will be taken to be its biodiversity value immediately before the carrying on of the activities, as per Schedule 14 of the Environment Act 2021.</p> <p>Ecological surveys and assessments must be carried out by qualified ecologists following best practice guidance.</p>	

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9	Bird Hazard Assessment / Management Plan	<p>Any proposals where it is considered necessary to manage the development in order to minimise its attractiveness to birds which could endanger the safe movement of aircraft and the operation of Southampton Airport.</p> <p>The need for an Assessment can be scoped out at pre-application stage.</p>	<p>The submitted document shall include details of the management of any flat/shallow pitched/green roofs on the buildings within the site which may be attractive to nesting, roosting and “loafing” birds (it is possible that different management strategies will be required during and outside of the breeding season).</p>	<p>Airport Operators Association Safeguarding of Aerodromes Advice Note 3 – Wildlife Hazards around Aerodromes: https://www.aoa.org.uk/wp-content/uploads/2016/09/Advice-Note-3-Wildlife-Hazards-2016.pdf</p>
10	Construction Environmental Management Plan (CEMP) and/ or Construction Traffic Management Plan (DRAFT)	<p>All major development proposals.</p> <p>Any application where demolition, construction or landscaping work has the potential to affect a watercourse, wildlife habitat or an adjacent site. This could include impacts due to pollution, sediment, dust, surface water runoff, lighting, noise, vegetation clearance, or soil compaction.</p>	<p>The Draft CEMP should detail the procedures and measures to be put in place to minimise impacts on the local area and environment during construction works, including highway and environmental impacts.</p> <p>Reference should be made to codes of practice and guidelines including BS 5228 ‘Code of practice for noise and vibration control on construction and open sites’, and the Institute of Air Quality Management’s ‘Assessment of dust from demolition and construction’.</p> <p>The following list sets out the type of information that could be included in a Draft CEMP:</p> <ul style="list-style-type: none"> • Details of phasing and timings of demolition • Facilities for contractor parking and delivery arrangements • Access and egress arrangements and traffic routing 	<p>NPPF Part 15</p> <p>Eastleigh Borough Local Plan (2016-2036), Policies DM1, DM8, DM11 and DM13.</p>

Local List Item	Name of Document	Types of application and when required	What information is required	Policy driver and where to find further information
			<ul style="list-style-type: none"> • Location of temporary buildings, compounds, plant and storage areas • Details of the type and number of plant and equipment likely to be used • Measures to prevent dirt and dust being transferred onto the highway • Measures to prevent adverse noise and vibration impacts • Measures to prevent pollution to protected watercourses • Method statements for preventing harm to protected species, habitats and biodiversity • Timings for the presence of specialists to oversee ecological protection measures • Locations of exclusion zones, protective barriers and signage • A programme and methodology for monitoring and auditing site emissions and impacts, including an Environmental Management System <p>For some developments, it may be necessary to consider cumulative impacts with other concurrent construction works in the vicinity of the site.</p>	

Local List Item	Name of Document	Types of application and when required	What information is required	Policy driver and where to find further information
11	Economic Regeneration Statement	Major development proposals that incorporate employment uses and / or involve the regeneration of existing areas of land.	<p>Applications should be accompanied by a supporting statement of any regeneration benefits from the proposed development, including: details of any new jobs that might be created or supported; the relative floorspace totals for each proposed use (where known); any community benefits; and reference to any regeneration strategies that might lie behind or be supported by the proposals.</p> <p>Note that major developments will be expected to provide an Employment and Skills Plan through a S106 Agreement or condition.</p>	<p>NPPF Parts 6 and 7</p> <p>Local Plan Policy DM15, DM16, DM21, and DM22.</p> <p>PUSH Economic Development Strategy 2010: https://www.portsmouth.gov.uk/wp-content/uploads/2020/05/development-and-planning-push-economic-development-strategy.pdf</p> <p>South Hampshire Spatial Position Statement 2016: https://www.push.gov.uk/wp-content/uploads/2022/05/PUSH-Spatial-Position-Statement-2016.pdf</p> <p>Solent 2050 An Economic Strategy for the Solent: https://solentlep.org.uk/media/4289/60410-solent-2050-updated-130422.pdf</p>

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12	Environmental Statement	<p>Developments that are prescribed in schedule 1 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017</p> <p>If the development is listed under Schedule 2 and is likely to have a significant effect on the environment by virtue of its nature, size and location.</p> <p>Where the development falls under Schedule 2 it is recommended that a screening opinion is sought.</p>	<p>Information regarding the EIA process and requirements for an Environmental Statement can be found via the following link: https://www.gov.uk/guidance/environmental-impact-assessment</p>	<p>Town and Country Planning (Environmental Impact Assessment) Regulations 2017: https://www.legislation.gov.uk/uksi/2017/571/introduction/made</p> <p>Planning Practice Guidance: https://www.gov.uk/guidance/environmental-impact-assessment</p>
13	Fire Statement	<p>Required for full planning applications for development relating to a 'relevant' building, which is a building that:</p> <ul style="list-style-type: none"> • Contains two or more dwellings or educational accommodation and • Meets the height condition of 18m or more in height, or 7 or more storeys. 	<p>'Dwellings' includes flats and 'educational accommodation' relates to residential accommodation for the use of students boarding at a boarding school or in later stages of education.</p> <p>The 18m height should be measured from the ground level on the lowest side of the building to the top storey upper floor surface (ignoring any storey which is roof-top machinery or plant area or consists exclusively of machinery or plant rooms).</p> <p>A building containing 7 or more storeys should be determined ignoring any storey which is below ground level. A mezzanine counts as a separate storey if its internal floor area is at least 50% of the internal floor area of the largest storey in the</p>	<p>Town and Country Planning (Development Management Procedure and Section 62A Applications) (England) (Amendment) Order 2021</p> <p>The Town and Country Planning (Development Management Procedure and Section 62A Applications) (England) (Amendment) Order 2021 (legislation.gov.uk)</p>

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		<p>Includes:</p> <ul style="list-style-type: none"> • applications for the provision of one or more relevant building; • development of an existing relevant building (including changes of use unless the new use would result in the building no longer being a 'relevant building'), and; • development within the curtilage of a relevant building (other than a change of use of land or buildings within the curtilage that would not result in the provision of one or more relevant buildings). <p>Not required for outline applications.</p> <p>Not required for permission to develop land without compliance with conditions under Section 73 of the Town and Country Planning Act 1990.</p>	<p>building which is not below ground level.</p> <p>Further information, including further information on requirements and exemptions, can be found via the following link: Fire safety and high-rise residential buildings (from 1 August 2021) - GOV.UK (www.gov.uk)</p> <p>Forms and guidance can be found via the following link: Planning application and fire statement forms: templates - GOV.UK (www.gov.uk)</p>	

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14	Flood Risk Assessment	<p>A Flood Risk Assessment is required for:</p> <ul style="list-style-type: none"> • Developments on a site of 1 hectare or more within Flood Zone 1 or on land which has been identified by the Environment Agency as having critical drainage problems; • All new developments located in Flood Zones 2 and 3; • Land identified in a Strategic Flood Risk Assessment as being at increased flood risk in future; • Land that may be subject to other sources of flooding, where its development would introduce a more vulnerable use. 	<p>Advice for preparing a Flood Risk Assessment and the information required can be found via the following link: Flood risk assessments if you're applying for planning permission - GOV.UK (www.gov.uk)</p> <p>The Lead Local Flood Authority's Catchment Plans identify specific Priority Areas where more stringent requirements may be necessary depending on the nature of the development and assessed flood risk. Please refer to the following link for further information: Hampshire Catchment Prioritisation (hants.gov.uk)</p>	<p>NPPF Part 14</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM5.</p> <p>Planning Practice Guidance: https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications</p> <p>Further advice provided by the Lead Local Flood Authority: Reducing flood risk in planning Hampshire County Council (hants.gov.uk)</p>

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15	Foul Sewerage Assessment	<p>For all major developments and:</p> <ul style="list-style-type: none"> • in instances where the development proposes to connect to an existing drainage system; • where the development proposes the creation of a new drainage system; and/or • the development would result in any changes, replacements or alterations to a drainage system. 	<p>The assessment should provide sufficient information to demonstrate how foul water will be managed and should be proportionate in scale to the development and its impact upon foul water drainage.</p> <p>Information should be provided to demonstrate that the development will not result in undue pressure on the delivery of these services to the development or the wider community.</p> <p>If the development is to be connected to an existing drainage system or will alter/create a new drainage system, information about this should be provided and detailed on accompanying plans.</p> <p>If the proposed development would not connect to a public sewerage system then a fuller foul drainage assessment will be required which will contain details of the method of storage, treatment and disposal along with the specification and location of any systems to be used.</p>	<p>NPPF Part 14.</p> <p>Eastleigh Borough Council Local Plan (2016-2036), Policy DM6.</p>
16	Gypsies, Travellers and Travelling Showpeople development Supporting Statement	Development that proposes a new pitch or plot for gypsies, travellers or travelling showpeople.	A statement to demonstrate how the proposal meets the requirements set out in Policy DM31 of the Eastleigh Borough Local Plan (2016-2036).	<p>NPPF Part 5.</p> <p>Eastleigh Borough Council Local Plan (2016-2036), Policy DM31.</p>

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17	Health Impact Assessment	EIA development and large major development above 200 residential units.	Screening for a Health Impact Assessment and agreement of the information to be included should be undertaken during the pre-application process.	<p>NPPF Part 12</p> <p>Public Health England Health Impact Assessment in Spatial Planning: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/929230/HIA_in_Planning_Guide_Sept2020.pdf</p> <p>Planning Practice Guidance (PPG) on Healthy and Safe Communities: Healthy and safe communities - GOV.UK (www.gov.uk)</p>

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18	Heritage Statement (for Historical, Archaeological features and Scheduled Ancient Monuments)	<p>A heritage statement is required if the proposal:</p> <ul style="list-style-type: none"> • Affects a listed building; • Is located within or adjacent to a Conservation Area; or • Could potentially impact upon a heritage asset or its setting, or is adjacent to a heritage setting. <p>Note that a heritage asset would include locally listed buildings and non-designated heritage assets.</p>	<p>The statement should be proportionate to the development and the detail included will vary depending upon the heritage asset and the impact of the proposed development upon it.</p> <p>The statement should include a desk-based assessment and where necessary a field evaluation.</p> <p>The statement should describe:</p> <ul style="list-style-type: none"> • The significance of the heritage asset and the contribution of its setting. • The impact of the development on the significance of the heritage asset and/or its setting. Specifically how the development will sustain or enhance the heritage asset. Any harm to a heritage asset would require clear justification. • Any necessary steps which are to be taken to minimise or negate any negative impact upon the significance of the heritage asset and/or its setting. <p>A qualified specialist should be consulted if necessary depending on the significance of the asset and/or the impact of the development proposed.</p>	<p>NPPF Part 16</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM12.</p> <p>Further details on Conservation and Heritage including the locations of listed buildings and conservation areas within the Borough can be found on the Council's website at: https://www.eastleigh.gov.uk/planning-and-building/planning-policy-and-implementation/built-heritage</p>

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19	Land Contamination Assessment	<p>Development on land where contamination is known or suspected to exist.</p> <p>The proposed use/users is/are vulnerable to land contamination.</p> <p>The development is within 250 metres of a currently licensed or historic landfill site.</p> <p>The development could introduce, affect or cause the movement of contaminants within the ground.</p>	<p>Assessments of land contamination should be in accordance with UK Land Contamination Risk Management (LCRM) national guidance. Site investigations should accord with British Standards such as BS 10175:2011+A2:2017 'Investigation of potentially contaminated sites – Code of Practice', and BS 8576:2013 'Guidance on investigations for ground gas. Permanent gases and Volatile Organic Compounds (VOCs)'.</p> <p>Due to the complex nature and likely phasing of investigations and the time required to adequately assess some contaminants, applicants are advised to seek agreement with the Council's Pollution Team on the scope and extent of the site investigation and assessment needed to support an application prior to its submission.</p> <p>Further Guidance:</p> <p>Site assessments follow a phased approach starting with a Phase 1 report consisting of Desk Study, Site Walkover, Conceptual Site Model (CSM) and Preliminary Risk Assessment. Where this is unable to demonstrate that site risks can be remediated satisfactorily or are sufficiently understood then a Phase 2 report will be required. This takes the findings of the Phase 1 report to identify the additional information required, assessments to be carried out, and further risk assessment (this may be an iterative process). When risks are sufficiently well understood, then Remedial Options can be reviewed and a site specific Remediation Scheme (RMS) produced</p>	<p>NPPF, Part 15</p> <p>Eastleigh Local Plan (2016-2036), Policy DM8.</p> <p>Further information on how to assess and manage the risks from Land Contamination can be found on the Governments website: Land contamination risk management (LCRM) at: https://www.gov.uk/government/publications/land-contamination-risk-management-lcrm</p>

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			<p>(including verification procedures). Upon completion of the remedial works, a Validation Report will be required providing evidence demonstrating compliance with the RMS.</p> <p>A typical site assessment should be carried out by a competent person and include:</p> <ul style="list-style-type: none"> • Site Characterisation – Desk study and/or site investigations that allow for the previous use, contaminant, pathway and receptor linkages to be identified and develop a conceptual model of the site; • Risk Assessment – Characterisation and assessment of the impacts of the risks posed to proposed and existing receptors from the hazards identified; and, • Remediation Scheme – Identification of appropriate risk management measures (site specific remedial works / protective measures) to mitigate risks to acceptable levels. Appropriate verification, validation and certification to demonstrate compliance with the scheme will subsequently be required. 	

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20	Landscaping details and Management Plan	<p>Required for applications whereby:</p> <ul style="list-style-type: none"> replacement landscaping is proposed; where it is expected or has been determined through pre- application discussions that landscaping will be necessary to make the proposal acceptable in planning terms. where a development would result in the loss of plants, trees or habitats that require replacement / compensation. 	<p>The landscaping scheme should include:</p> <ul style="list-style-type: none"> A plan or plans detailing the proposed landscaping; Details of all hard and soft landscaping areas; Planting and maintenance specifications; A management plan for landscaped areas and the period of aftercare, including arrangements and provisions for the replacement of any plants which die or are removed during this period; Tree pit details; Details of services within the landscaped areas; Boundary treatments plan. <p>For Outline planning applications and non-major developments (excluding changes of use), an indicative landscape plan will be acceptable for validation purposes.</p> <p>A Landscape and Ecological Management Plan (LEMP) may be required for certain applications. This would be discussed and agreed during the application process.</p>	<p>NPPF, Part 1</p> <p>Eastleigh Borough Local Plan (2016-2036), Policies DM1 and DM11</p>

Local List Item	Name of Document	Types of application and when required	What information is required	Policy driver and where to find further information
21	Landscape and Visual Impact Assessment (LVIA)	Required for major development proposals that could have a significant visual impact on the character of the landscape or views.	<p>A LVIA should identify and assess the effects of the new development on the surrounding landscape and key views.</p> <p>Further guidance can be found on the Landscape Institute’s website: Landscape and Visual Impact Assessment (LVIA) - Landscape Institute</p> <p>Assessments are likely to require some form of Accurate Visual Representation (AVR) of the proposed development.</p>	<p>NPPF Part 12.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM 1.</p> <p>Landscape Institute guidance: Landscape and Visual Impact Assessment (LVIA) - Landscape Institute</p>
22	Lighting Assessment	Any proposal which involves the installation of floodlighting or external lighting.	<p>The assessment should include:</p> <p>Details of all external lighting including:</p> <ul style="list-style-type: none"> • A layout plan showing the location and siting of the lighting; • A plan showing the beam orientation; • The hours of use of the lighting; • The size, height and level of luminance of the lighting; • The type of equipment/lighting to be used (e.g. colour temperature); • A lux contour plan showing the horizontal and vertical luminescence at periodic heights from ground level to the height where effects from the lighting are no longer experienced. <p>Details of the impact of the lighting on (where applicable):</p>	<p>NPPF Part 12.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policies DM 1 and DM 11.</p>

Local List Item	Name of Document	Types of application and when required	What information is required	Policy driver and where to find further information
			<ul style="list-style-type: none"> • The amenity of neighbouring properties, specifically if light has the potential to extend beyond the boundary of the site; • Any impact upon roads/highway safety; • The visual impact of the lighting on the character of the area and the wider landscape; • Ecological habitats and species. • The amenity of neighbouring properties, specifically if light has the potential to extend beyond the boundary of the site; • Any impact upon roads/highway safety; • The visual impact of the lighting on the character of the area and the wider landscape; • Ecological habitats and species. <p>An explanation as to why the lighting is necessary and details of any mitigation measures to reduce the impact of the lighting.</p> <p>Please Note: The assessment should be proportionate to the development, the type of lighting proposed and the impact of the lighting on neighbouring amenity and the wider area.</p>	

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23	Marketing Report	<p>Required in the following circumstances:</p> <ul style="list-style-type: none"> Where change of use or redevelopment would result in the loss of Class E use, community use, or leisure uses/facilities in Eastleigh Town Centre or district centres (Policy DM22); Where non-boat related uses are proposed in boatyard and marina sites on the River Hamble (Policy DM20); Proposals for redevelopment or change of use of an existing employment use to a non-employment use (Policy DM15). 	<p>The Marketing Report should provide details of marketing efforts made to let or sell the property in its current use, covering a period of at least 6 months. This should include details of any offers made on the premises as a result of the marketing and reasons why a sale/let has not been achieved.</p> <p>If a marketing exercise has not been undertaken, a statement would be expected to explain the reasons and circumstances leading to the proposal for redevelopment or change of use.</p>	<p>NPPF Parts 6 and 7</p> <p>Eastleigh Borough Local Plan (2016-2036), Policies DM15, DM20 and DM22.</p>

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24	Nationally Described Space Standards (residential dwellings)	All new residential development.	An accommodation schedule or table to confirm the floor areas of each new dwelling in relation to the minimum requirements set out in the Nationally Described Space Standards.	<p>NPPF Part 12</p> <p>Eastleigh Borough Local Plan (2016-2036) Policy DM30</p> <p>Technical Housing Standards – Nationally Described Space Standard, DCLG, March 2015 https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1012976/160519_Nationally_Described_Space_Standard.pdf</p>
25	Noise Assessment (including vibration)	<p>Where a noise generating development (including fixed plant and machinery) is proposed in the vicinity of existing noise sensitive developments or uses; or mixed use developments; or where a noise sensitive use is proposed in the vicinity of an existing noise generating use, such as transport (road, rail, air), or industrial, commercial or entertainment uses.</p> <p>Where the demolition or construction may give rise to noise or vibration impacts.</p>	<p>Good acoustic design needs to be considered early in the planning process to ensure that the most appropriate and cost-effective solutions are identified from the outset.</p> <p>A noise assessment will be expected to:</p> <ul style="list-style-type: none"> • Establish the existing noise baseline; • Identify all significant sources of noise; • Identify all relevant noise sensitive receptors; • Assess the likely short and long term impacts of the noise against agreed criteria; • Determine if significant adverse, or adverse noise impacts are likely to occur; 	<p>NPPF Part 15</p> <p>Eastleigh Borough Local Plan (2016-2036), Policies DM8 and DM11.</p>

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			<ul style="list-style-type: none"> • By using good acoustic design show how adverse noise impacts on sensitive receptors e.g. people and wildlife, will be avoided and adverse noise impacts mitigated and minimised; • Consider the potential to make improvements to the acoustic environment from the development; • Where noise protection or mitigation measures are proposed, details of the attenuation measures and their performance and where necessary how this will be verified. 	
26	Nutrient Budget calculation	For all new residential development, and development that provides overnight accommodation (e.g. hotels).	A statement should be provided alongside the calculation to confirm how the issues have been addressed and how the required mitigation will be met, e.g. via the Council's mitigation strategies or bespoke site mitigation.	<p>The Conservation of Habitats and Species Regulations 2017.</p> <p>NPPF Part 15.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM11.</p> <p>Eastleigh Borough Council Nutrient Offset Schemes: Nutrient Offset Scheme (eastleigh.gov.uk)</p>

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27	Odour Assessment	<p>Required for:</p> <ul style="list-style-type: none"> • Applications for uses involving food preparation such as restaurants, cafes, takeaways and pubs. • Industrial / commercial developments that can cause odorous emissions, e.g. involving paint spraying, industrial scale food manufacture or production, use of solvents or other hydrocarbon compounds, waste management activities, heating or forging of metals. 	<p>An odour assessment for cooking / kitchens should follow the approach given in the EMAQ guide, 'Control of Odour and Noise from Commercial Kitchen Exhaust Systems' 2018. This should include a risk assessment for odour as described in Appendix 3, and the details identified in appendix 2, 'Information required to support Planning Application for commercial Kitchen'.</p> <p>Elevational drawings showing the size, location and external appearance of plant and equipment, and details of maintenance and cleaning protocols required to ensure ongoing odour control performance, will also be required.</p> <p>Odour assessment for industrial or commercial developments (including food manufacture) should follow the approach given in the IAQM guide 'Guidance on the assessment of odour for planning 2018 v1.1'.</p> <p>Note that some industrial or commercial activities may also be regulated under the Environmental Permitting Regulations and will be subject to controls under that regime. However, the Planning Authority will still need to consider at the planning stage whether the proposed development at the site will be a suitable use of the land - in particular, with regard to the likely residual effects of odour on nearby sensitive users.</p>	<p>NPPF Part 15.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policies DM1 and DM8.</p> <p>Guidance on the assessment of odour for planning: odour-guidance-2014.pdf (iaqm.co.uk)</p>

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28	Open Space Assessment	Required for any development which involves the loss of existing open space (including playing fields).	<p>An open space assessment should include plans showing any areas of existing or proposed open space within or adjoining the application site, as well as a detailed justification explaining why the land proposed to be lost is surplus to local requirements.</p> <p>For any development involving the loss of, or impacting on, existing playing fields, reference should be made to <u>Sport England's Playing Fields Policy and Guidance, March 2018 (Annex B)</u></p>	<p>NPPF Part 8.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM32.</p>
29	Open Space Plan	All Major residential applications	A plan clearly identifying all areas of on-site public open space and their size.	<p>NPPF Part 8.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM33.</p>
30	Parking provision details	<p>All development where it would result in the need for additional parking provision, or the loss of existing parking provision.</p> <p>Where development would affect the need for parking e.g. by adding additional facilities, increasing floor space, or increasing the number of employees.</p>	<p>Details and a layout plan of the existing and proposed car parking arrangements (including allocated, unallocated and visitor parking and electric vehicle charging provisions), and details of cycle parking / storage facilities.</p> <p>Where necessary, a statement providing justification for the increase or decrease in parking provision (this is not required where this information is provided within a separate Transport Assessment/Statement).</p>	<p>NPPF Part 4.</p> <p>Eastleigh Borough Local Plan (2016-2036), DM 14.</p> <p>Residential Parking Standards SPD (Adopted January 2009): https://www.eastleigh.gov.uk/media/2399/residential-parking-standards.pdf</p>

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31	Photomontages and / or 3D visuals	For all Major developments.	Photomontages and 3D visuals should show the scale, size and design of the proposed development in context and relative to other buildings, vegetation, landscape features and watercourses, and uses surrounding or in close proximity to the application site.	NPPF Part 12. Eastleigh Borough Local Plan (2016-2036), DM 1. Quality Places Supplementary Planning Document, Adopted November 2011: https://www.eastleigh.gov.uk/media/2398/quality-places.pdf
32	Planning obligations – Draft Heads of Terms	All developments that are identified as requiring contributions to be made as set out in the Council’s adopted Planning Obligations Supplementary Planning Document (SPD).	The Council’s Planning Obligations SPD gives an indication of the type and level of contributions that are relevant to different types of development. Draft heads of terms will be required along with the ownership and contact details necessary for the planning obligation(s) to be progressed.	NPPF Part 4. Eastleigh Borough Local Plan (2016-2036), DM38.Planning Obligations Supplementary Planning Document (Adopted April 2008): 45-planning-obligations-spd.pdf (eastleigh.gov.uk)
33	Planning Statement	All Major developments and also encouraged for minor developments.	The level of detail provided in the planning statement should be proportionate to the scale of the development proposed. The planning statement should, as a minimum: <ul style="list-style-type: none"> • explain the proposed development; • identify the context and need for the proposed development; • include an assessment of how the proposal complies with the relevant national and local planning policies. 	Eastleigh Borough Local Plan (2016-2036), DM 1.

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			It may also include details of consultations with the local planning authority and wider community/ statutory consultation undertaken prior to submission.	
34	Public Art Statement	Major developments which are identified within the Council's adopted Planning Obligations SPD as requiring a contribution to public art provision.	The public art statement should demonstrate how the developer has provided and will provide opportunities for artists within the development. Information from the public art statement will inform the Section 106 agreement or the planning conditions focusing on public art for that development. The content of the statement will vary depending on the scale and nature of the development and the stage reached in the commissioning process.	<p>NPPF Part 12.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM1.</p> <p><u>Eastleigh Borough Council Public Art Strategy 2023 - 2028</u></p> <p>Planning Obligations Supplementary Planning Document (Adopted April 2008): <u>https://www.eastleigh.gov.uk/media/1529/supplementary-20planning20document20adopted202008-1.pdf</u></p> <p>Further information and guidance in respect of public art can be found on the Council's website at: <u>https://www.eastleigh.gov.uk/parks-leisure-and-culture/arts-and-culture/public-art</u></p>
35	Refuse and recyclable storage details/Strategy	For all new residential and commercial development.	The level of detail should be proportionate to the scale of development, but should include details of the location of refuse storage facilities and arrangements for collection. Where refuse collection will require a refuse vehicle to enter the site, a plan demonstrating sufficient refuse vehicle turning facilities should be provided.	<p>Eastleigh Borough Local Plan (2016-2036), Policy DM1.</p> <p><u>Eastleigh Borough Council Domestic Waste and Recycling Policy, November 2023</u></p> <p><u>Quality Places SPD</u></p>

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36	Retail, Leisure, Office and Other Town Centre Uses – Sequential Test	Applications for retail, leisure or office development or other town centre uses, of over 350sqm that will be situated outside of existing centres.	<p>The sequential test will need to demonstrate:</p> <ul style="list-style-type: none"> that the proposal will not by itself or cumulatively with other proposals undermine the vitality and viability of any existing centre; that there are no suitable, viable and alternative sites or premises for the proposed use within an existing centre or edge of centre location; that the site is sustainably located in terms of accessibility by modes of transport other than the private car. 	<p>NPPF Part 7</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM21.</p> <p>Planning Practice Guidance: Town centres and retail - GOV.UK (www.gov.uk)</p>
37	Retail and Leisure – Impact Assessment	Applications for retail development of equal or greater than 350sqm net additional floor area, or leisure development over 2,500sqm that will be situated outside of existing centres which are not in accordance with the Local Plan.	<p>This should include an assessment of:</p> <ul style="list-style-type: none"> the impact of the proposal on existing, committed and planned public and private investment in a centre or centres in the catchment area of the proposal; and the impact of the proposal on town centre vitality and viability, including local consumer choice and trade in the town centre and wider catchment, focusing on the first five years from the time the application is made. for major schemes, impact should be assessed up to ten years from the time the application is made to reflect the scale and nature of the scheme. 	<p>NPPF Part 7</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM21 and DM36.</p>

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38	Site Survey	<p>Required on all developments involving new residential dwellings.</p> <p>All Major developments.</p>	<p>The site survey should be an accurate drawing to a recognised metric scale to show the positions, height and levels of existing physical features (including land, structures, buildings, vegetation, landscape features and watercourses) on the site.</p> <p>A site survey should be less than 12 months old.</p>	<p>Eastleigh Borough Local Plan (2016-2036), Policy DM 1.</p>
39	Statement of Community Involvement	<p>All Major applications.</p>	<p>The statement should explain how the local community has been involved in the preparation of the planning application, to include details of public consultation events and feedback and how this has informed the scheme.</p> <p>This statement could be incorporated as part of a Planning Statement.</p>	<p>NPPF Part 4, paragraph 40</p> <p>Eastleigh Borough Council's Statement of Community Involvement, November 2015: https://www.eastleigh.gov.uk/media/1663/statement-of-community-involvement-2015.pdf</p>
40	Structural Survey	<p>For development proposals that could affect the stability of, or involve the substantial demolition of a listed building, locally listed building, heritage asset, non-designated heritage asset or a building within a conservation area.</p> <p>For proposals involving the conversion of a rural building to another use.</p> <p>Where demolition and redevelopment of an existing building is proposed and it is necessary to demonstrate why the building is not capable of conversion.</p>	<p>A structural survey should be compiled by a suitably qualified surveyor and should detail the existing structural condition of the building and any remedial works necessary to improve its condition or to allow for its change of use.</p>	<p>NPPF Part 16.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM 12.</p>

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41	Sustainable Drainage Details and Strategy	All new residential and commercial development (excluding residential extensions and changes of use).	<p>Development proposals must include a drainage strategy and plans to demonstrate how sustainable drainage will be integrated in the development and forms part of the green-blue infrastructure of the site.</p> <p>The strategy must incorporate sustainable drainage elements such as interception, attenuation, storage and treatment capacities as set out in the relevant local or national design guidance. It must also demonstrate how the four pillars of SuDS have been achieved within the design.</p> <p>Please note that EBC's local policy is more stringent than the CIRIA manual with regards to water quality standards and required levels of treatment, given the presence of internationally protected sites of nature conservation.</p> <p>Proposals for sustainable drainage systems should include adoption and provisions for future maintenance of these systems. Developers should consult the Borough Council, the Environment Agency, Hampshire County Council and Southern Water about such proposals.</p> <p>The Lead Local Flood Authority's Catchment Plans identify specific Priority Areas where more stringent requirements may be necessary depending on the nature of the development and assessed flood risk. Please refer to the following link for further information: Hampshire Catchment Prioritisation (hants.gov.uk)</p>	<p>NPPF Part 14.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM5 and DM6.</p> <p>CIRIA SuDS Manual</p> <p>Further advice provided by the Lead Local Flood Authority: Reducing flood risk in planning Hampshire County Council (hants.gov.uk)</p>

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42	Sustainability Report	<p>All developments involving the provision of new dwellings.</p> <p>All non-residential developments above 500sqm of floor space measured externally (including extensions to existing buildings).</p>	<p>A Sustainability Statement should demonstrate how the proposed development complies with the sustainability principles and requirements as set out in the Council’s adopted planning policies and guidance (specifically Policies DM2 and DM3), to include:</p> <ul style="list-style-type: none"> Information to demonstrate that all residential development will achieve a predicted mains water consumption of no more than 110 litres/person/day. Information to demonstrate that all non-residential development above 500sqm floorspace will achieve BREEAM “excellent” (or equivalent). <p>Note that the for 19% emissions improvements set out in Policy DM2 is no longer applicable.</p>	<p>NPPF Part 14.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM2 and DM3.</p>
43	Telecommunications Development – Supplementary Information.	All applications for mast and antenna development by mobile phone network operators (including those for prior approval under Part 16 of the General Permitted Development Order).	The information as specified within Annex E of the Code of Best Practice on Mobile Phone Network Development in England (published 24/11/2016) should be submitted along with the completed Supplementary Information Template contained within Annex D of this document.	<p>NPPF Part 10.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM9.</p> <p>Code of practice for wireless network development in England (publishing.service.gov.uk)</p>

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44	Transport Assessment or Transport Statement	All development that will generate vehicle movements likely to have an adverse impact on traffic conditions beyond the immediate vicinity of the development, and for development which deviates from adopted parking standards.	<p>These documents should allow the transport implications of proposed developments to be properly considered and, when appropriate, will help identify suitable measures to achieve a more sustainable outcome.</p> <p>The Transport Assessment (TA) should include analysis of all existing and proposed trips by all modes of travel generated by the site. It should illustrate accessibility to the site by all modes, and the likely modal split of journeys to and from the site. The TA should also give details of proposed measures to improve access by public transport, walking and cycling, to reduce the need for parking associated with the proposal, and to mitigate transport implications.</p> <p>Loading areas and arrangements for manoeuvring, servicing and parking of vehicles should also be clearly identified.</p> <p>The TA should describe and analyse existing transport conditions, how the development would affect those conditions and any measures proposed to overcome any issues (e.g. junction analysis through modelling software, with mitigation improvements as and when required; and Road Safety issues through analysis of accident data obtained from the Hampshire Constabulary).</p> <p>For a development that has relatively small transport implications, a Transport Statement would be required, which would contain a similar assessment of the existing and proposed conditions as a Transport Assessment, however, a detailed analysis of impact on the wider network would not be required.</p>	<p>NPPF Part 9.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policy DM 13.</p> <p>Further guidance can be found via the following link: https://www.gov.uk/guidance/travel-plans-transport-assessments-and-statements</p>

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45	Travel Plan	Required for all development which is likely to have significant transport implications and for development which deviates from adopted parking standards.	<p>A Travel Plan should outline the way in which the transport implications of the new development will be managed in order to ensure the minimum environmental, social and economic impacts.</p> <p>Developers should state how new occupiers or customers of the development will use alternative means of travel, which do not involve private use cars.</p> <p>The Travel Plan should include a detailed and costed action plan, details of targets and arrangements for monitoring.</p>	<p>NPPF Part 9.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policies DM 13, DM 14.</p> <p>Further guidance can be found via the following link: https://www.gov.uk/guidance/travel-plans-transport-assessments-and-statements</p>
46	Tree Survey and Arboricultural Impact Assessment (British Standard 5837 compliant). Tree Protection Plan and Arboricultural Method Statement	Required for all applications where trees or hedgerows will be removed or impacted by development, both above and below ground level, and offsite.	<p>The Tree Survey and Arboricultural Impact Assessment will be required to identify all trees on site - both trees to be retained and removed. This should be accompanied by an assessment of the impact, with methods of protection and impact mitigation during construction, or justification for tree removals and replacement planting proposals, as per the Council's Tree Replacement Policy set out in the Trees and Development SPD.</p> <p>A Tree Protection Plan and Arboricultural Method Statement may be required detailing any proposed methods of protection and impact mitigation.</p> <p>All arboricultural information should be prepared by a competent and experienced arboriculturist.</p>	<p>NPPF Part 12 and 15.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policies DM 1 and DM 11.</p> <p>Eastleigh Borough Council Trees and Development SPD: https://www.eastleigh.gov.uk/media/11241/adopted-trees-and-development-spd-april-22.pdf</p> <p>Hedgerow Regulations (link below or most up to date equivalent): https://www.gov.uk/guidance/countryside-hedgerows-regulation-and-management</p>

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			<p>Full guidance on arboricultural information for a planning application submission is set out in the Trees and Development SPD and in the current (2012) BS5837 'Trees in relation to design, demolition and construction – Recommendations'. Using the methodology set out in the British Standard and guidance contained within the SPD will help to ensure that development is suitably integrated with trees and that potential conflicts are avoided.</p>	
47	Viability Assessment / Financial Appraisal	Required in circumstances where a developer considers that certain planning obligations cannot be met due to the impact on the financial viability of the scheme.	<p>All viability assessments should reflect the recommended approach in national planning guidance, including standardised inputs, and should be made publicly available.</p> <p>Viability assessments will be subject to independent review at the cost of the developer.</p>	<p>NPPF Part 3.</p> <p>Eastleigh Borough Local Plan (2016-2036), Policies DM28 and DM38.</p> <p>Planning Practice Guidance: https://www.gov.uk/guidance/viability</p>
48	Volume Calculations for residential extensions and replacement dwellings in Old Bursledon Special Policy Area	All residential extensions or replacement dwellings in the Old Bursledon Special Policy Area as defined under Policy BU7 of the Eastleigh Borough Local Plan (2016-2036).	Floorplans and calculations to demonstrate that the proposed extension or replacement dwelling would not increase the volume of the original dwelling by more than 25%.	Eastleigh Borough Local Plan (2016-2036), Policy BU7