

London Borough of Redbridge

Local and National Planning Application Requirement List – Updated April 2022



National Requirements – In line with the Town and Country Planning (Development Management Procedure) (ENG) Order 2015

Validation Requirement:	Applications which require this:	What information is required:	Policy Relating to Requirements:	Guidance Information:
Completed Application Form	All	Completed Application Form – All necessary and required elements of the application form filled in, correctly.	National Planning Policy Framework https://www.gov.uk/government/publications/national-planning-policy-framework--2	National Planning Policy Guidance - Making an Application: https://www.gov.uk/guidance/making-an-application
Ownership and Agricultural Holdings Certificate	All	Under the 1990 Town and Country Planning Act (read in conjunction with Article 7 of the General Development Procedure Order 1995) all applications for planning permission must be accompanied by the relevant certificates concerning the ownership of the application site. Please ensure you have completed the Ownership Certificate (A, B, C or D as applicable), (except for advertisement consent only applications), and the declaration. Ensure you sign and date each of these sections – otherwise, your application will be invalid.	National Planning Policy Framework https://www.gov.uk/government/publications/national-planning-policy-framework--2	National Planning Policy Guidance – Before Submission: https://www.gov.uk/guidance/before-submitting-an-application Making an Application: https://www.gov.uk/guidance/making-an-application When Permission is Required: https://www.gov.uk/guidance/when-is-permission-required Determining an Application: https://www.gov.uk/guidance/determining-a-planning-application

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		<p>For a certificate an 'owner' is anyone with a freehold interest or a leasehold interest the unexpired term of which is not less than 7 years. Certificate A must be completed when the applicant is the sole owner of the site. Certificate B must be completed when all the owner(s) of the site are known. If Certificate B has been completed notice must be served on all the owners of the site in question. Certificate C must be completed when some of the owners of the site are known but not all. Certificate D must be completed when none of the owners of the site are known. The Agricultural Holdings Certificate is required whether or not the site includes an agricultural holding.</p>		
Design and Access Statement (DAS)	Major applications; listed building consents; applications for one or more new residential units; and applications where the floor space created is	Report to illustrate the process that has led to the finally submitted development proposal, explaining the approach, justification, and detail of the design, and to describe the standards of accessibility that would be designed into the	National Planning Policy Framework https://www.gov.uk/government/publications/national-planning-policy-framework--2 For Inclusive Design London Plan Policy: D5	Design and Access Statement: - Planning Portal Guidance: https://www.planningportal.co.uk/faqs/faq/51/what-is-a-design-and-access-statement

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	100sqm or more within a conservation area.	<p>development, such as M4(2) and M4(3).</p> <p>An inclusive design statement should be included within the Design and Access Statement or as a separate document, demonstrating how developments are designed for all, including allowing independent access for disabled users and suitable means of emergency escape.</p>		
Site Location Plan	All	<p>Up to date map at a scale of 1:1250 or 1:2500. Application site boundary must be clearly edged with a red line & include all land required for the proposed development. Any other land within the control or ownership of the applicant, that is adjacent or close to the application site, should be edged with a blue line.</p> <p>Also required: An arrow indicating the direction of North, and at least two surrounding named roads.</p>	<p>National Planning Policy Framework https://www.gov.uk/government/publications/national-planning-policy-framework--2</p>	<p>National Planning Policy Guidance – Before Submission: https://www.gov.uk/guidance/before-submitting-an-application</p> <p>Making an Application: https://www.gov.uk/guidance/making-an-application</p> <p>When Permission is Required: https://www.gov.uk/guidance/when-is-permission-required</p> <p>Determining an Application: https://www.gov.uk/guidance/determining-a-planning-application</p>

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Block Plan	All	A site plan at a scale of either 1:200 or 1:500 accurately showing; direction of north, proposed development in relation to the site boundaries and other existing buildings on site, all neighbouring buildings, roads and footpaths on land adjoining the site including access arrangements and all public rights of way crossing or adjoining the site.	https://www.gov.uk/government/publications/national-planning-policy-framework--2	<p>National Planning Policy Guidance – Before Submission: https://www.gov.uk/guidance/before-submitting-an-application</p> <p>Making an Application: https://www.gov.uk/guidance/making-an-application</p> <p>When Permission is Required: https://www.gov.uk/guidance/when-is-permission-required</p> <p>Determining an Application: https://www.gov.uk/guidance/determining-a-planning-application</p>
Floor Plans	All	Drawings at a scale of 1:50/1:100 /1:200 showing floorplans of the existing building(s) & the proposed building(s), identifying each relevant floor/part floor, roof, and means of access. Where possible, please show existing and proposed floor plans next to each other. Where existing buildings or walls are to be demolished, these must be clearly shown. The proposed plans should be shown in context with the site boundary and any existing adjacent buildings. Applications for change	https://www.gov.uk/government/publications/national-planning-policy-framework--2	<p>National Planning Policy Guidance – Before Submission: https://www.gov.uk/guidance/before-submitting-an-application</p> <p>Making an Application: https://www.gov.uk/guidance/making-an-application</p> <p>When Permission is Required: https://www.gov.uk/guidance/when-is-permission-required</p> <p>Determining an Application:</p>

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		of use need to be accompanied by floor plans annotated where helpful to indicate the extent of the existing and proposed use within the land or building.		https://www.gov.uk/guidance/determining-a-planning-application
Elevations	All applications – excluding applications for changes of use with no external changes	<p>Drawings at a scale of 1:50/1:100/1:200, illustrating all relevant external parts. Where possible, please show existing and proposed elevations next to each other.</p> <p>Where a proposed elevation adjoins another building, or is in close proximity, the drawing should clearly show the relationship between the buildings & detail the relative positions of openings, parapets, levels etc. on each property.</p> <p>Blank elevations (e.g. end elevations which are blank) should also be included for clarity.</p>	https://www.gov.uk/government/publications/national-planning-policy-framework--2	<p>National Planning Policy Guidance – Before Submission: https://www.gov.uk/guidance/before-submitting-an-application</p> <p>Making an Application: https://www.gov.uk/guidance/making-an-application</p> <p>When Permission is Required: https://www.gov.uk/guidance/when-is-permission-required</p> <p>Determining an Application: https://www.gov.uk/guidance/determining-a-planning-application</p>
Roof Plans	All applications that involve changes to roofs or are for new buildings.	To show shape and materials of roofs at scale of 1:50/1:100/1:200.	https://www.gov.uk/government/publications/national-planning-policy-framework--2	<p>National Planning Policy Guidance – Before Submission: https://www.gov.uk/guidance/before-submitting-an-application</p> <p>Making an Application: https://www.gov.uk/guidance/making-an-application</p>

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				<p>When Permission is Required: https://www.gov.uk/guidance/when-is-permission-required</p> <p>Determining an Application: https://www.gov.uk/guidance/determining-a-planning-application</p>
Sections and Site Levels	All major applications	Drawings at a scale of 1:50/1:100/1:200 showing cross-sections through the proposed buildings containing details of existing site levels, and finished floor levels with the levels related to a fixed datum point offsite, and showing the proposals in relation to adjoining buildings. Use spot levels and cross/long sections as necessary. Annotation may be very useful.	https://www.gov.uk/government/publications/national-planning-policy-framework--2	<p>National Planning Policy Guidance – Before Submission: https://www.gov.uk/guidance/before-submitting-an-application</p> <p>Making an Application: https://www.gov.uk/guidance/making-an-application</p> <p>When Permission is Required: https://www.gov.uk/guidance/when-is-permission-required</p> <p>Determining an Application: https://www.gov.uk/guidance/determining-a-planning-application</p>
Fire Statement	<p>National requirement:</p> <p>All applications (made on or after 1 August 2021) providing,</p>	<p>National requirement:</p> <p>Fire statements must be submitted on a form published by the Secretary of State (or a form to similar effect) (see Annex C) and contain the particulars specified</p>	<p>This forms Building Safety: Planning Gateway One</p> <p>https://www.gov.uk/guidance/building-safety-planning-gateway-one</p>	<p>Templates for the national Fire Statement requirements are available here:</p> <p>https://www.gov.uk/government/publications/planning-application-</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy Relating to Requirements:	Guidance Information:
	<p>modifying, or in the curtilage of, a residential or educational accommodation building that is 7 storeys and/or 18 metres in height or greater.</p>	<p>or referred to in the form, which includes information about (not exhaustive list):</p> <ul style="list-style-type: none"> • the principles, concepts and approach relating to fire safety that have been applied to each building in the development • the site layout • emergency vehicle access and water supplies for firefighting purposes • what, if any, consultation has been undertaken on issues relating to the fire safety of the development; and what account has been taken of this • how any policies relating to fire safety in relevant local development documents have been taken into account. <p>NB: <u>You may need to submit both a Fire statement form using the template on the gov.uk website, as well as a separate statement to</u></p>		<p>forms-templates-for-local-planning-authorities</p> <p>Applicants should ensure they meet the requirements of both national requirements and London Plan policies in their Fire Statement.</p> <p>The focus of this statement is on fire safety so far as it is relevant to land use planning.</p> <p>Exception regarding Fire Statement under paragraph 6: https://www.legislation.gov.uk/ukxi/2021/746/article/4/made</p> <p>Further guidance: https://www.gov.uk/guidance/fire-safety-and-high-rise-residential-buildings-from-1-august-2021</p>

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		<p><u>demonstrate compliance with the London Plan requirements.</u></p> <p><u>Exemptions:</u> <i>Applications for planning permission will be exempt from the requirement to submit a fire statement where the application is for:</i></p> <ul style="list-style-type: none"> • <i>a material change in use of a relevant building and the material change of use would result in the building no longer being a relevant building</i> • <i>a material change in use of land or buildings within the curtilage of a relevant building and the material change of use would not result in the provision of one or more relevant buildings</i> • <i>outline planning permission</i> • <i>permission to develop land without compliance with conditions under section 73 of the Town and Country Planning Act 1990</i> 		

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Appropriate Fee	All	Full payment at the time of submission through the Planning Portal. Redbridge automated phone payment by debit or credit card (02087084708) – this service cannot be used to make payments on submission through the Planning Portal.	https://www.gov.uk/government/publications/national-planning-policy-framework--2	https://www.gov.uk/guidance/fees-for-planning-applications

*Please note that these are national requirements and are essential for the validation and timely processing of your application. Please seek additional guidance from the Council via our pre-application advice services (<https://www.redbridge.gov.uk/planning-and-building/planning/>). Alternatively, you can contact a private planning consultant to advise you (<https://www.rtpiconsultants.co.uk/#/>).

*All drawings must clearly be labelled as proposed or existing (or existing and pre-existing for retrospective applications). Applications will be made invalid for incorrectly labelled plans.

*All plans must be submitted as separate single page PDF files. Other document types, or multiple page combined PDF files, will not be accepted. All other submitted documents should also be in PDF format (including photographs). Applications will be made invalid for incorrectly formatted plans/documents.

*All drawings must state the scale and/or include a scale bar showing lengths of 1m and 10m.

*Administration and other charges may be applicable to your application. These are required for validation and are detailed online - these are separate to the statutory application fee (<https://www.redbridge.gov.uk/planning-and-building/details-of-fees-and-charges/>).

*Administration charges (£200 for major applications, £120 for non-major commercial/new residential unit applications, £60 for all other applications) can be applied for the following reasons –

1. If an application is made invalid.
2. If a satisfactory response to an invalid letter is not received within the 28-day expiry period (the expiry date will be stated on the invalid letter).
3. If a statutory application fee is requested to be transferred from a previous closed invalid application to a new submission.
4. If an invalid application is withdrawn after notification that it is invalid (this charge will be deducted from any refund).

Local Requirements

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
<p>Air Quality Assessment (AQA)</p>	<p>All Major applications</p>	<p>All applications which require an AQA should be supported by such information as is necessary to allow a full consideration of the impact of the proposal on the air quality of the area and the impact of existing air quality on the proposed development.</p> <p>Assessment to provide details of how a scheme (or other sensitive uses) will be successfully accommodated with the area of particularly significant air quality. An impacts assessment will also be required to include necessary information to allow a full consideration of the impact of the proposal upon the air quality of the area (LP 24)</p> <p>Assessment of the impacts of a scheme on local air pollution should include fixed plant, such as boiler and emergency</p>	<p>Local Plan Policy: LP 24 – Pollution</p> <p>London Plan: SI 1</p> <p>London Mayor’s Sustainable Design and Construction SPG</p> <p>London Mayor’s Control of Dust and Emissions during Construction and Demolition SPG</p> <p>Please also see NPPF, where relevant.</p>	<p>NPPG: Air Quality https://www.gov.uk/guidance/air-quality--3</p> <p>NPPG: Open Spaces (for reference only) https://www.gov.uk/guidance/open-space-sports-and-recreation-facilities-public-rights-of-way-and-local-green-space</p> <p>Redbridge 2020-2025 Air Quality Action Plan https://www.redbridge.gov.uk/media/8046/aqap-executive-summary.pdf</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>generators, as well as expected transport-related sources. The impact assessment part of an Air Quality Assessment should always include all relevant pollutants. Industrial, waste and other working sites may need to include on-site vehicles and mobile machinery as well as fixed machinery and transport sources.</p> <p>Please note that all of Redbridge Borough is in an AQMA</p> <p>For major developments, a preliminary Air Quality Assessment should be carried out before designing the development to inform the design process. The aim of a preliminary assessment is to assess:</p> <ul style="list-style-type: none"> • The most significant sources of pollution in the area • Constraints imposed on the site by poor air quality • Appropriate land uses for the site 		

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		<ul style="list-style-type: none"> • Appropriate design measures that could be implemented to ensure that development reduces exposure and improves air quality. 		
Air Quality Positive Statement	Major developments with over 150 residential units or sites that are over 5 hectares, or sites that are subject to EIAs.	To comply with the GLA’s imminent Air Quality Positive approach guidance, an Air Quality Positive Statement will be required for developments, over 150 residential units or sites that are over 5 hectares, or sites that are subject to EIAs.	London Mayor’s Air Quality Positive Guidance London Plan: SI 1	Guidance: https://www.london.gov.uk/sites/default/files/air_quality_positive_lpg_pre-consultation_draft.pdf
Arboriculture Impact Statement/Tree Survey	All Applications where trees within or adjacent to the site may be affected by the development.	<p>This information should be prepared by a qualified arboriculturalist to British Standard BS 5837:2012, Trees in relation to design, demolition and construction.</p> <p>It should include: Arboriculture report, tree survey/classification, tree protection plan and method statement.</p>	Local Plan Policy: LP38 – Protecting Trees and Enhancing the Landscape See also: LP 31 London Plan: G5, G6, G7 Please also see NPPF, where relevant.	Guidance: BS5837:2012, LBR: Trees and Landscaping SPD, NPPG: Trees https://www.gov.uk/guidance/tree-preservation-orders-and-trees-in-conservation-areas CAVAT, https://www.ltoa.org.uk/resources/cavat

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		<p>London Plan Policy G7 Trees and Woodlands necessitates the removal of trees there should be adequate replacement based on the existing value of the benefits of the trees removed, determined by, for example, i-tree or CAVAT or another appropriate valuation system.</p>		<p>i-Tree Eco, https://www.itreetools.org/</p>
<p>Contaminated Land Report</p>	<p>All applications with a sensitive end use and on land with high risk of potential contamination in view of the nature of the former use at the site.</p> <p>NB: sensitive end uses include: residential, allotments, schools, nurseries and crèches, children’s playing areas and playing fields.</p>	<p>General: Information is required to be submitted to characterise contamination risks to receptors at the site and show whether these can be satisfactorily reduced to render the site suitable for its proposed use.</p> <p>Investigations and reports submitted should be undertaken in accordance with ‘CLR 11: Model procedures for the Management of Land Contamination’ and ‘British Standard 10175:2011+A2:2017 ‘Investigation of Potentially</p>	<p>Local Plan Policy: LP24 – Pollution</p> <p>London Plan: SD1, G9</p> <p>Please also see NPPF, where relevant.</p>	<p>A checklist and additional guidance for reporting requirements can be found under the Land Contamination section of the Council website. https://www.redbridge.gov.uk/business-and-regeneration/environmental-health/pollution/</p> <p>CLR 11: Model Procedures for the Management of Land Contamination http://www.clare.co.uk/information-centre/water-and-land-library-wall/45-model-procedures/187-model-procedures</p>

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		<p>Contaminated Sites - Code of Practice’.</p> <p><u>New build development:</u> A Phase 1 desk study report should be submitted. Where the potential for significant pollutant linkages has been identified, proposals for site investigations should be included in this report.</p> <p>Phase 2 Site investigations may be undertaken at this stage, particularly where there is a significant risk of significant contamination, alternatively, this requirement can be conditioned on the planning permission.</p>		<p>The CL:AIRE Water and Land Library comprises a freely available, extensive list of links to past and present water and land references published by the Environment Agency, AGS, BRE, CIRIA and other useful industry publishers https://www.clare.co.uk/information-centre/water-and-land-library-wall</p> <p>NPPG: Land Affected by Contamination https://www.gov.uk/guidance/land-affected-by-contamination</p> <p>NPPG: Hazardous Substances https://www.gov.uk/guidance/hazardous-substances</p>
Fire Statement	All major applications.	London Plan 2021 requirement: The statement should detail how the development proposal will function in terms of: 1) the building’s construction: methods, products and	London Plan Policy D12 Fire safety	https://www.london.gov.uk/sites/default/files/draft_guidance_sheet_fire_statements_d12_b_070720_web.pdf https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/london-plan-

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		<p>materials used, including manufacturers' details</p> <p>2) the means of escape for all building users: suitably designed stair cores, escape for building users who are disabled or require level access, and associated evacuation strategy approach</p> <p>3) features which reduce the risk to life: fire alarm systems, passive and active fire safety measures and associated management and maintenance plans</p> <p>4) access for fire service personnel and equipment: how this will be achieved in an evacuation situation, water supplies, provision and positioning of equipment, firefighting lifts, stairs and lobbies, any fire suppression and smoke ventilation systems proposed, and the ongoing maintenance and monitoring of these</p> <p>5) how provision will be made within the curtilage of the site to enable fire appliances to gain access to the building</p>		<p>guidance-and-spgs/draft-fire-safety-guidance-pre-consultation-information</p>

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		<p>6) ensuring that any potential future modifications to the building will take into account and not compromise the base build fire safety/protection measures.</p> <p>Paragraph 3.12.9 of Policy D12 explains that Fire Statements should be produced by someone who is: “third-party independent and suitably-qualified” It goes onto explain: “This should be a qualified engineer with relevant experience in fire safety, such as a chartered engineer registered with the Engineering Council by the Institution of Fire Engineers, or suitably qualified and competent professional with the demonstrable experience to address the complexity of the design being proposed. This should be evidenced in the fire statement.”</p> <p>A Fire Statement should only be produced by a competent</p>		

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		<p>professional. Typically, such a person will be a fire engineer with the ability to demonstrate knowledge and experience relevant to the complexity of the development proposed. Evidence of competency of the author of the Fire Statement should be detailed in a clearly identified section at the beginning of the Fire Statement, and should demonstrate that the author meets the following criteria:</p> <p>a) is a registered fire engineer with the Engineering Council with the post-nominals IEng (Incorporated Engineer) or CEng (Chartered Engineer) after their name, and is registered with the Institute of Fire Engineers with the post nominals MIFireE after their name</p> <p>b) clearly details evidence of suitable training, skills, experience, knowledge and behaviours (relevant to the development in question)</p>		

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		<p>indicating the author's ability to write the Fire Statement.</p> <p><u>NB: You may need to submit both a Fire statement form using the template on the gov.uk website, as well as a separate statement to demonstrate compliance with the London Plan requirements.</u></p> <p><u>Exemptions:</u> <i>Applications for planning permission will be exempt from the requirement to submit a fire statement where the application is for:</i></p> <ul style="list-style-type: none"> • <i>a material change in use of a relevant building and the material change of use would result in the building no longer being a relevant building</i> • <i>a material change in use of land or buildings within the</i> 		

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		<p><i>curtilage of a relevant building and the material change of use would not result in the provision of one or more relevant buildings</i></p> <ul style="list-style-type: none"> <i>outline planning permission</i> <i>permission to develop land without compliance with conditions under section 73 of the Town and Country Planning Act 1990</i> 		
Heritage Statement	All applications that directly affect, or affect the setting of, a statutory listed building; affect the setting of a non-designated heritage asset (locally listed building); or are in a conservation area.	<p>Information must be provided on the following:</p> <ul style="list-style-type: none"> Requirement for a Structural Impact Assessment – Schedule of Works for Listed buildings. The impact on the Outstanding Universal Value of a World Heritage Site, set out in a Statement of Outstanding Universal Value, indicates its 	<p>Local Plan Policy: LP33 – Heritage See also LP 34-40</p> <p>London Plan: HC1-HC5, HC7</p> <p>Please also see NPPF, where relevant.</p>	<p>NPPG: Historic Environment https://www.gov.uk/guidance/conserving-and-enhancing-the-historic-environment</p> <p>NPPG: Design https://www.gov.uk/guidance/design</p> <p>Please Consult the LBR Guidance and Character Appraisals on the LBR website: https://www.redbridge.gov.uk/planning-and-</p>

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		<p>importance as a heritage asset of the highest significance.</p> <ul style="list-style-type: none"> • The significance of the heritage asset affected, including any • contribution made by their setting; • The principles of and justification for the proposed works; and • The impact of the proposal on the significance of a heritage asset and/or does it cause substantial harm or total loss of significance. <p>The information should explain;</p> <ul style="list-style-type: none"> • The sources that you have considered; • The expertise that you have consulted; and • The steps that have been taken to avoid or minimise any adverse impacts on the 		<p>building/protected-buildings-and-conservation-areas/</p> <p>Archaeological Priority Area Tier Guidance: https://historicengland.org.uk/images-books/publications/greater-london-archaeological-priority-area-guidelines/</p>

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		<p>significance of the heritage asset.</p> <p>Where a site on which development is proposed includes or has the potential to include heritage assets with archaeological interest, applicants will be required to submit an appropriate desk based assessment and, where necessary, a field evaluation.</p>		
Archaeological Assessment	<p>All applications within Archaeological Priority Areas likely to affect important archaeological remains.</p> <p>All applications that involve any form of excavation or piling within an Archaeological Priority Area.</p> <p>GLAAS requirement tiers 1-4</p>	<p>Required 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.</p> <p>An assessment of potential archaeological heritage should be provided. This should be prepared by a qualified individual or organisation, and should use existing information to establish the archaeological significance of the site and the impact of the</p>	<p>Local Plan: LP 33 – Heritage</p> <p>London Plan: HC1</p>	<p>NPPG: Historic Environment https://www.gov.uk/guidance/conserving-and-enhancing-the-historic-environment</p> <p>Archaeological Priority Area Tier Guidance: https://historicengland.org.uk/images-books/publications/greater-london-archaeological-priority-area-guidelines/</p>

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		<p>proposals on surviving monuments or remains. Small-scale archaeological fieldwork may be required to determine the actual extent and degree of survival on site.</p>		
<p>Hard/Soft Landscaping Plan</p>	<p>All major applications.</p>	<p>You must provide details of the planting of trees and/or shrubs, surface materials, boundary screen walls and fences.</p> <p>The scheme should describe:</p> <ul style="list-style-type: none"> • materials, • species, • tree and plant sizes, numbers and planting densities, • levels, gradients and any earthworks required • timing of the implementation of the scheme. <p>It should also include proposals for long term maintenance and landscape management, as well as ecological benefits, climate change adaption measures,</p>	<p>Local Plan Policy: LP 26 – Promoting High Quality Design, LP 29 – Amenity and Internal Space Standards, LP 38 – Protecting Trees and Enhancing the Landscape</p> <p>London Plan: D8, D10, HC1, G1, G3, G4, G5, G9</p> <p>Please also see NPPF, where relevant.</p>	<p>NPPG: Design https://www.gov.uk/guidance/design</p>

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		approaches to trees and sustainable drainage.		
Lighting Assessment	All major applications which contain external lighting; all applications which include, or are for, floodlighting.	<p>The assessment should include information regarding to lighting levels, hours of operation and light spills diagrams, as well as the following:</p> <ul style="list-style-type: none"> • wavelength • column heights • layout plan with beam orientation, • equipment design, • impact (inc. levels and extent of spillage) on nearby dwellings or roads or habitats and use of features to mitigate impacts • size/power of light fittings 	<p>Local Plan Policy: LP 24 – Pollution See also: LP 27 & LP 28</p> <p>London Plan: D3, D8, D9, S5</p> <p>Please also see NPPF, where relevant.</p>	<p>NPPG: Light Pollution https://www.gov.uk/guidance/light-pollution</p>
Retail Impact Assessment or Statement	All major applications for retail uses as set out in the Local Plan.	A Retail Impact Assessment should be carried out in accordance with the requirements of LP10 and LP11. The Assessment should consider the factors set out in	Local Plan Policy: LP 9 – Ensuring the Future Vitality and Viability of Town Centres, LP 10 – Managing Town Centres and Retail Uses, LP 11 – Managing Clustering of	<p>NPPG: Vitality of Town Centres https://www.gov.uk/guidance/ensuring-the-vitality-of-town-centres</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>the policies, and the NPPF, where appropriate.</p>	<p>Town Centre Uses, LP 12 – Night Time Economy</p> <p>London Plan: E4, E9, T6.3</p> <p>Please also see NPPF, where relevant.</p>	
<p>Transport Impact Assessment and Green Travel Plan (inclusive of Parking Survey and Transport Statement)</p>	<p>All major applications. A Transport Impact Assessment and a Travel Plan should be submitted alongside non-major planning applications which are likely to have significant transport implications.</p>	<p>The coverage and detail of the Transport Impact Assessment and Travel Plan should reflect the scale of the development and the extent of the transport implications of the proposal. It should look at the design process and the impact on the existing network, as well as any mitigation measures needed. The Travel Plan should promote a modal shift and encourage sustainable modes of transport.</p> <p>Major applications will also require a Construction Logistics Plan to demonstrate how trips will be managed.</p> <p>Major developments should be designed to encourage and</p>	<p>Local Plan Policy: LP 22- Promoting Sustainable Transport, & LP 23 – Cycling and Car Parking</p> <p>London Plan: GG3, D2, D3, D8</p> <p>London Transport Strategy, London Freight Plan.</p> <p>Please also see NPPF, where relevant.</p>	<p>NPPG: Travel Plans and Transport Statements https://www.gov.uk/guidance/travel-plans-transport-assessments-and-statements</p> <p>TFL Guidance: https://tfl.gov.uk/info-for/urban-planning-and-construction/guidance-for-applicants</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>facilitate active travel with convenient and inclusive pedestrian and cycling routes, crowding points, cycle parking, and legible entrances to buildings, that are aligned with peoples' movement patterns and desire lines in the area. Designs should reduce the dominance of cars.</p> <p>Designs should support TfL's Healthy Streets Approach.</p>		
Basement Impact Assessment or Construction Method Statement for Basements	All applications that involve basement development.	A Basement Impact Assessment must be carried out and signed by a Chartered Civil Engineer or Chartered Structural Engineer.	<p>Local Plan Policy: LP 31 – Basement Development,</p> <p>See also: LP 26, LP 29, LP 32</p> <p>London Plan: D10</p> <p>Please also see NPPF, where relevant.</p>	<p>Redbridge Housing Design Guide SPD: https://www.redbridge.gov.uk/media/7276/modified-housing-design-guide-spd.pdf</p> <p>Planning Portal: Basements https://www.planningportal.co.uk/info/200130/common_projects/5/basements</p>
CIL Application Forms	All applications where a new dwelling is created, and/or where 100sqm of new gross internal floor space (GIA) is created.	CIL is a charge on new development to pay for infrastructure (e.g. sports facilities, schools, parks, health facilities and transport).	<p>Local Plan Policy: LP 17 – Delivering Community Infrastructure, & LP 41 – Delivery and Monitoring</p> <p>London Plan: DF1</p>	<p>NPPG: CIL https://www.gov.uk/guidance/community-infrastructure-levy</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>Proposals must include a completed 'Form1: CIL Additional Information' to assist the council in determining CIL liability. This requires details of new build and existing floorspace and the current use of the site. It is an offence to knowingly or recklessly provide inaccurate information.</p> <p>NOTE: Although not a validation requirement, it is also advisable to submit the "Form 2: Assumption of Liability" for CIL-Liable proposals at this stage to avoid delays later in the process.</p> <p>For potential CIL-liable applications, the inclusion of scale bars, clear measurements of proposed and existing floor areas are strongly recommended on the plans.</p>	<p>Please also see NPPF, where relevant.</p>	<p>Planning Portal forms and guidance: https://www.planningportal.co.uk/info/200136/policy_and_legislation/70/community_infrastructure_levy/5</p> <p>LBR CIL: https://www.redbridge.gov.uk/planning-and-building/planning-policy/community-infrastructure-levy/</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
Environmental Impact Assessment	<p>EIA is a National Statutory Requirement and the applicant should consult The Town and Country Planning (Environmental Impact Assessment) Regulations 2017 and National Planning Practice Guidance as to whether their proposals meet the thresholds for Schedule 1 or Schedule 2 Development.</p> <p>An EIA is required for all Schedule 1 Development. For Schedule 2 Development – A Local Planning Authority can determine if EIA is required via a screening process and, if required, a scoping opinion is also discretionary, but recommended, to focus on the topics to be covered in the EIA and the mitigation to be offered for any significant environmental impacts.</p>	<p>Requirements will vary according to the site context and specific development proposals – it would be very rare for an application involving an EIA to be submitted without a thorough preapplication discussion, and particular requirements should be identified in that process. Where an EIA is required, Schedule 4 to the regulations sets out the information that should be included in an Environmental Statement.</p>	<p>Local Plan Policy: LP 18 -25</p> <p>Please also see NPPF, where relevant.</p>	<p>NPPG: EIA https://www.gov.uk/guidance/environmental-impact-assessment</p>
Health Impact Assessment	<p>All major applications of 150+ dwellings</p>	<p>Health and wellbeing impacts must be clearly demonstrated and presented.</p>	<p>Local Plan Policy: LP 18 – Health and Wellbeing, LP 17 – Delivering Community Infrastructure, LP 24 - Pollution</p>	<p>NPPG: Health and Wellbeing https://www.gov.uk/guidance/health-and-wellbeing NHS Guidance:</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>The HIA should assess the potential impacts of development proposals and Development Plans on the mental and physical health and wellbeing of communities, in order to mitigate any potential negative impacts, maximise potential positive impacts, and help reduce health inequalities.</p> <p>The level of detail required will be determined during screening (where relevant) and will be dependent on the scale and type of development proposed.</p>	<p>London Plan: GG3, E9</p> <p>Please also see NPPF, where relevant.</p>	<p>https://www.healthyrbandev elopment.nhs.uk/our-services/delivering-healthy-urban-development/health-impact-assessment/</p> <p>LBR Health and Wellbeing Strategy https://www.redbridge.gov.uk/media/4814/health-wellbeing-strategy-2017-2021.pdf</p>
Open Space, Sport, and Recreation Assessment	All applications for proposals affecting designated Green Belt, Metropolitan Open Land or playing pitches.	The assessment should include plans showing any areas of existing or proposed open space within or adjoining the application site, be it private or public. The assessment should also provide justification for the loss of open space, and how/if it is being mitigated or replaced.	<p>Local Plan Policy: LP 34 - 40</p> <p>London Plan: GG2, G1, G2, G3, G4, G5, S5</p> <p>Please also see NPPF, where relevant.</p>	<p>NPPG: Open Space Guidance https://www.gov.uk/guidance/open-space-sports-and-recreation-facilities-public-rights-of-way-and-local-green-space</p> <p>NPPG: Natural Environment https://www.gov.uk/guidance/natural-environment</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		For non-major developments, it may be appropriate to include this information in the Design and Access statement.		
Planning Statement	All major applications.	<p>The Statement identifies the context and need for a proposed development and includes an assessment of how the proposed development accords with relevant national, regional and local planning policies.</p> <p>For non-major developments it may be appropriate to include this information within the Design and Access Statement.</p>	<p>Local Plan Policy: LP 26 – Promoting High Quality Design,</p> <p>Please also see NPPF, where relevant.</p>	<p>National Planning Policy Guidance – Before Submission: https://www.gov.uk/guidance/before-submitting-an-application</p> <p>Making an Application: https://www.gov.uk/guidance/making-an-application</p> <p>When Permission is Required: https://www.gov.uk/guidance/when-is-permission-required</p> <p>Determining an Application: https://www.gov.uk/guidance/determining-a-planning-application</p>
Statement of Community Involvement	All major applications.	All major applications need to be supported by a statement setting out how the applicant has complied with the requirements for pre-application consultation set out in the local planning	<p>Local Plan Policy: LP 41 – Delivery and Monitoring</p> <p>See also: Redbridge Statement of Community Involvement (December 2020)</p>	<p>NPPG: Consultation https://www.gov.uk/guidance/consultation-and-pre-decision-matters</p> <p>Redbridge Statement of Community Involvement:</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>authority's adopted statement of community involvement and demonstrating that the views of the local community have been sought and taken into account in the formulation of development proposals.</p> <p>The SCI should provide details of community engagement, meetings etc. and the outcomes of this e.g. Where it was held, on how many occasions, times, dates, photographs, questionnaires, level of response, number of attendees.</p> <p>The SCI should also demonstrate how the scheme has changed due to engagement. This should be set out in a clear and concise way.</p>	<p>Please also see NPPF, where relevant.</p>	<p>https://www.redbridge.gov.uk/media/8890/redbridge-sci-2020.pdf</p>
Student Housing Report	All applications that relate to, or involve, the development of student accommodation.	The Student Housing Report should include a Student Management Plan, and how the development is linked to an educational institution, as	Local Plan Policy: LP4 – Specialist Accommodation, & LP 5 – Dwelling Mix London Plan: H15	NPPG: Housing https://www.gov.uk/guidance/housing-and-economic-land-availability-assessment

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		per Local Plan Policy LP 4. The Management Plan should include a Code of Conduct to ensure safety and a prevention of anti-social behaviour.	Please also see NPPF, where relevant.	
Tall Buildings Impact Assessment	<p>All major applications of 18m and above, and/or greater than 6 storeys.</p> <p>Non major applications should look to guidance in the day light/sun light requirements.</p>	<p>The Assessment should include the variety of impacts a tall building will have on the surrounding area. The assessment should include an urban design analysis, as per LP 27, and follow the criteria set out in LP 26. Other important elements to consider include, but not confined to, the following:</p> <ul style="list-style-type: none"> • Visual Impact using realistic visualisations from ground level from key points in the vicinity of the area at far, medium and nearby distances • Physical Impact • Daylight/Sunlight Report and impact from glare 	<p>Local Plan Policy: LP 27 – Tall Buildings</p> <p>See also LP26, LP29, LP 32)</p> <p>London Plan: D9</p> <p>Please also see NPPF, where relevant.</p>	<p>NPPG: Design https://www.gov.uk/guidance/design</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<ul style="list-style-type: none"> • Transport/Movement Strategy • Microclimate (wind levels at ground floor level) • Any other associated impact (site dependant) 		
Waste/Site Waste Management Plan/Service Delivery Plan	All major and non-major applications for change of use and creation of new residential units	The appropriate arrangements and/or space for the storage and collection of recycling and refuse, and to ensure that the premises can be adequately serviced (i.e. A service and delivery plan) Details to be included on the site plan and/or address them as part of the application. This should include: <ul style="list-style-type: none"> • The location of loading and unloading • The hours of loading and unloading • The frequency and size of vehicles • Swept paths • Allocated areas for general (200 	Local Plan Policy: LP 24 – Pollution, & LP 22 – Promoting Sustainable Transport London Plan: SI 7, SI 8 Please also see NPPF, where relevant.	NPPG: Waste https://www.gov.uk/guidance/waste East London Waste Plan (2012) https://eastlondonwaste.gov.uk/minutes/jwdp.pdf

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>litres per flat) and recyclable waste (30 litres per flat) streams with accommodation for growth of waste stream (ie electrical waste)</p> <ul style="list-style-type: none"> • Separate areas for non residential waste if a mixed use scheme that may get collected privately • Travel distances from Refuse Collection Vehicles (RCVs) to unloading areas (not more than 25m dragging distance within the site or not more than 10m for no more than two eurobins if on public highway) • How there will be private management to ensure Eurobins 		

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>are presented at the site boundary for collection by LB Redbridge RCVs</p> <ul style="list-style-type: none"> • Provision of dropped kerbs on the highways for this purpose • Wheelie bins – to be informed by new internal guidance from Civic Pride 		
<p>Houses in Multiple Occupation (HMO) Management Plan</p>	<p>All applications for conversions/changes of use to HMOs.</p>	<p>The HMO management plan should demonstrate how the HMO is laid out, and how it complies with LP6: Dwelling Conversions, Houses in Multiple Occupation and Buildings in Multiple Residential Occupation.</p>	<p>Local Plan Policy: LP4 – Specialist Accommodation, LP 5 – Dwelling Mix, & LP 6 – Dwelling Conversion, Houses in Multiple Occupation and Buildings in Multiple Residential Occupation</p> <p>London Plan Policies: D6, H1, H9, H16</p> <p>Please also see NPPF, where relevant.</p>	<p>For reference:</p> <p>https://www.gov.uk/government/publications/licensing-of-houses-in-multiple-occupation-in-england-a-guide-for-landlords-and-managers</p> <p>Redbridge guidance:</p> <p>https://www.redbridge.gov.uk/planning-and-building/protected-buildings-and-conservation-areas/article-4-direction-c4-hmos/</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
Financial Viability Assessment	All major applications where there is a planning policy requirement that is not met within the development (ie the development provides under 35% affordable housing, or under 50% affordable housing for development on public/industrial land) or where the affordable housing is not a 60/40% split between affordable rented and intermediate tenures at rents set by the London Plan SPG.	<p>The assessment should include a full Viability report, which will be published by the Council, and an executive summary, this will also be published. The reports should be written in plain English. It is encouraged that affordable housing viability is fully assessed and discussed at preapplication stage.</p> <p>Written confirmation that the agent will fund for this to be independently assessed will also be submitted to the Council.</p> <p>Any element of the report which is required to be redacted prior to publication will need to be fully justified, and agreed by the Council. The redacted elements will be assessed by the Council's assessors.</p>	<p>Local Plan Policy: LP 41 – Delivery and Monitoring,</p> <p>See also: LP 3, LP 15, LP 16, & LP 20</p> <p>London Plan: H4, H5, DF1</p> <p>Please also see NPPF, where relevant.</p> <p>Planning Obligations SPD</p>	<p>NPPG: Viability https://www.gov.uk/guidance/viability</p> <p>GLA: Homes for Londoners SPG https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/supplementary-planning-guidance/affordable-housing-and</p> <p>NPPG: Obligations https://www.gov.uk/guidance/planning-obligations</p> <p>Redbridge Planning Obligations SPD: https://www.redbridge.gov.uk/media/9278/planning-obligations-spd-2019.pdf</p>
Affordable and Managed Workspace Management Plan	All major applications for office or mixed-use development including commercial floorspace.	Prior to first occupation of the development, the Owners shall submit a Management Plan for approval in writing by	Local Plan Policy: LP 15 – Managed Workspace,	

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>the Local Planning Authority. The Management Plan shall demonstrate how the managed floorspace within the building will operate in accordance with the principles set out in Policies LP 15 and LP 16, and the corresponding supporting text in the Local Plan.</p> <p>Note: Major residential developments with a small proportion of commercial development does not trigger this requirement.</p>	<p>London Plan: E1, E2, E3, E5, E8, E11</p> <p>Please also see NPPF, where relevant.</p>	
S106 – Draft Heads of Terms	Draft heads of terms to be submitted to the Council for all major applications	The draft heads of terms should set out the areas into which the applicant and the Council will agree on, whereby payments may have to be made. This should be discussed at pre-application advice meetings.	<p>Local Plan Policy: LP 41 – Delivery and Monitoring,</p> <p>See also: LP 3, LP 15, LP 16, & LP 20</p> <p>London Plan: H4 – H7, DF1</p> <p>Please also see NPPF, where relevant.</p>	<p>NPPG: Obligations https://www.gov.uk/guidance/planning-obligations</p> <p>LBR Planning Obligations SPD https://www.redbridge.gov.uk/media/9278/planning-obligations-spd-2019.pdf</p>
Noise Assessment	If your proposal is for a noise sensitive development and is adjoining an existing noise	Noise: You must submit a noise impact assessment prepared by a qualified	Local Plan Policy: LP 24 - Pollution	NPPG: Noise https://www.gov.uk/guidance/noise--2

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
	<p>source (upper floor of a pub/night club/industrial site/railway line) or your proposal has the potential to generate noise.</p>	<p>acoustician, and in line with British Standards and World Health Organisation guidelines. Provide details of the following:</p> <ul style="list-style-type: none"> • the existing noise levels measured over 24hrs, including background noises • proposed noise levels or outputs (where appropriate) • the measures proposed to reduce noise [e.g. design, orientation, insulation] • examples of the calculations and assumptions made; and • the measuring equipment and calibration certificate 	<p>London Plan: D13, D14</p> <p>Please also see NPPF, where relevant.</p>	

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>Vibration: For sites adjoining the main line railway a vibration assessment should also be submitted</p> <p>Please note the agent of change principle to changes of use.</p> <p>Noise sensitive uses include:</p> <ul style="list-style-type: none"> • Residential development • Student accommodation • Care homes • Hotels • Schools • Hospitals <p>Noise generating uses include:</p> <ul style="list-style-type: none"> • Rail infrastructure • Pubs / Bars / Music Venues / Nightclubs • Leisure uses [former D2 use class] • B8 Logistics / Distribution uses • Motor car/bike tracks/speedways 		

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<ul style="list-style-type: none"> • BMX, skateboard, scooter, mountain bike tracks • MUGAs • Sport stadia • B2 Use Class developments [industrial] • Wind Turbines • Gymnasia 		
Flues and Vents Assessment	All applications where the installation of plant, flues, ventilation, extraction or air conditioning equipment is proposed.	Details of the position and design of any equipment shall be provided, including predicted noise levels/and odour abatement measures, providing manufacturers specifications, and how they are to be maintained and frequency of filter changes/cleaning regime.	Local Plan Policy: LP 26 – Promoting High Quality Design, & LP 24 - Pollution London Plan: SI 1, SI 2 Please also see NPPF, where relevant.	NPPG: Air Quality https://www.gov.uk/guidance/air-quality--3
Ecological and Biodiversity Assessment	All major applications where site is on or adjacent to designated local wildlife sites (LWS) (both statutory and non-statutory), rivers, brownfield and open space, and/or where protected species may be in the locality.	An Ecological Impact Assessment (EclA) following CIEEM technical Guidance. External lighting plans including times of operation, spectrum details and contextualised lux spill maps.	Local Plan Policy: LP 37 – Green Infrastructure and Blue Ribbon Networks, LP 39 – Nature Conservation and Biodiversity. See also: LP19-25, and 34 -39 London Plan: G6	NPPG: Natural Environment https://www.gov.uk/guidance/natural-environment Mayor of London’s Urban Greening and Biodiversity Net Gain Guide: https://www.london.gov.uk/w-hat-we-do/urban-greening-

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>Contextualised daylight / sunlight plans.</p> <p>A Construction Environment Management Plan (CEMP) detailing method statements, timeframes and post clearance monitoring.</p> <p>Detailed design ecological mitigation and improvement following EclA and lighting plans, in the form of detailed architectural, Mechanical and Electrical (M&E) landscape drawings with specification</p> <p><u>A biodiversity net gain approach should be applied:</u></p> <p>Where the benefits of the development proposal clearly outweigh the impacts on biodiversity, the following mitigation hierarchy should be applied to minimise development impacts: 1) avoid damaging the significant ecological features of the site 2) minimise the overall spatial</p>	<p>Please also see NPPE, where relevant.</p>	<p>biodiversity-net-gain-design-guide</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>impact and mitigate it by improving the quality or management of the rest of the site</p> <p>3) deliver off-site compensation of better biodiversity value.</p>		
<p>Construction Logistics and Management Plan (CMP)</p>	<p>All major applications.</p>	<p>To enable the impact of the process of development of a scheme to be to an acceptable standard ensuring neighbouring amenity is respected with the delivery of materials and waste disposal undertaken sustainably and with limited impact on the local road network.</p> <p>Areas covered include; hours of operation, location of temporary buildings (office, toilets, first aid), areas for temporary storage of materials and waste, hoarding location and design, message boards for staff and public, communications with neighbours, wheel washing for vehicles, compliance with considerate constructors</p>	<p>Local Plan Policy: LP 22 – Promoting Sustainable Transport</p> <p>London Plan Policy T7</p>	<p>https://www.ccscheme.org.uk/ccs-ltd/code-of-considerate-practice-2/ and https://www.ccscheme.org.uk/clocs/</p> <p>TfL: http://content.tfl.gov.uk/construction-logistics-plan-guidance-for-developers.pdf</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>scheme or equivalent, mitigation for potential nuisance from vibration, noise, air pollution or visually, condition survey of pavements and roads before and after building works and how this is to be monitored and repaired should it be necessary.</p>		
<p>Affordable Housing Statement</p>	<p>All major applications proposing residential uses of 10 or more units or 1000m² of residential floorspace.</p>	<p>To enable the LPA to understand how many affordable rented and intermediate homes are being provided, which flats are allocated for each type of affordable home, what Registered Provider (RP) is to manage them and at what rents they will be charged including service charges.</p> <p>The wheelchair units (10% overall) that are affordable under Standard M4(3) of the Building regulations should be shown as “accessible” (ie fully fitted out) from the outset and “adaptable” (capable of being fitted out at a later stage) if</p>	<p>Local Plan Policy: LP 3 – Affordable Housing</p> <p>See also: LP5</p> <p>London Plan H4, H6</p> <p>Please also see NPPF, where relevant.</p>	<p>Mayor of London’s Affordable Housing and viability SPG: https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/london-plan-guidance-and-spgs/affordable-housing-and-viability-supplementary-planning-guidance-spg</p>

Validation Requirement:	Applications which require this:	What information is required:	Policy relating to requirements:	Guidance
		<p>provided in the market housing.</p> <p>A net gain approach is applied. This requirement does not apply to an existing block of flats.</p>		
Community Use Statement	Where there is an application which includes the loss of a community use	To enable the LPA to understand whether there is no longer a need within the local community for the existing use or for reuse, the building is no longer suitable or the facilities are being reprovided elsewhere in the borough	Local Plan Policy: LP17 – Delivering Community Infrastructure	

Climate Impact Assessment				
Validation requirement:	Applications which require this:	What information is required:	Policy relating to requirements	Guidance:
Sustainability and Energy Assessment	All major applications.	<p>This assessment is in order to establish the likely significant effects of the development proposed upon the climate. This information will be taken into account in the decision making process.</p> <p>The first stage of the impact assessment is to provide scoping to identify the key climate issues and public concerns.</p> <p>The assessment of climate impacts should be made using available evidence of who will be impacted, a baseline, prediction, significance, and mitigation of impacts.</p> <p>All major development should be net-zero-carbon. They should follow the energy hierarchy as set out in the London Plan as follows:</p> <ol style="list-style-type: none"> 1) be lean: use less energy and manage demand during operation 2) be clean: exploit local energy resources (such as secondary heat) and supply energy efficiently and cleanly 3) be green: maximise opportunities for renewable energy by producing, storing and using renewable energy on-site 4) be seen: monitor, verify and report on energy performance. <p>A detailed energy strategy is required to demonstrate how the zero-carbon target will be met within the framework of the energy hierarchy.</p>	<p>Local Plan Policy: LP 32 – Sustainable Design and Construction, & LP 19 - 25</p> <p>London Plan: Chapter 9 London Plan Policies SI 2, SI 3, SI 4 Please also see NPPF, where relevant.</p>	<p>NPPG: Energy https://www.gov.uk/guidance/renewable-and-low-carbon-energy</p> <p>Mayor of London’s Energy Guidance: https://www.london.gov.uk/sites/default/files/gla_energy_assessment_guidance_april_2020.pdf</p> <p>https://www.london.gov.uk/what-we-do/planning/planning-applications-and-decisions/pre-planning-application-meeting-service-0</p> <p>Mayor of London’s “Be Seen” Energy Monitoring Guidance: https://www.london.gov.uk/what-we-</p>

Climate Impact Assessment

Validation requirement:	Applications which require this:	What information is required:	Policy relating to requirements	Guidance:
		<p>A minimum on-site reduction of at least 35 per cent beyond Building Regulations is required for major development. Residential development should achieve 10 per cent, and non-residential development should achieve 15 per cent through energy efficiency measures. Where it is clearly demonstrated that the zero-carbon target cannot be fully achieved on-site, any shortfall should be provided, in agreement with the borough through a cash in lieu contribution to the borough’s carbon offset fund.</p> <p>Details of the carbon offset calculation will be required using guidance and templates provided by the GLA.</p> <p>Major development proposals outside Heat Network Priority Areas should select a low-carbon heating system that is appropriate to the heat demand of the development, provides a solution for managing peak demand, as with heat networks, and avoids high energy bills for occupants.</p> <p>The Energy Assessment should be easy to read and understand. It should include clear data tables, and comply with the requirements set out in the various policies.</p> <p>To include the following topics;</p> <ul style="list-style-type: none"> • Managing heat risk using the cooling hierarchy as outlined in London Plan Policy SI 4. • Cooling and use of passive ventilation to minimise energy use; 		<p>do/planning/implementing-london-plan/london-plan-guidance/be-seen-energy-monitoring-guidance</p>

Climate Impact Assessment				
Validation requirement:	Applications which require this:	What information is required:	Policy relating to requirements	Guidance:
		<ul style="list-style-type: none"> • Mitigation measures • Design to minimise energy use otherwise (ie orientation and materials, variation in window size and landscaping); and • Use of renewable energy (eg photovoltaic, solar thermal, geothermal) • District heating connection assessment if development is located within District Heating Network Priority Area • The requirements stated in paragraph 9.2.12 of the London Plan <p>The heat source for communal heating systems should follow the heating hierarchy as detailed in the London Plan Policy SI 3 Energy Infrastructure.</p> <p>Conclusions and recommendations of the assessment should remove or mitigate negative impacts on the climate or to enhance positive.</p> <p>The assessment should finally provide details to monitor the impacts on the climate and enhance existing evidence bases.</p>		
Green Infrastructure Assessment including Urban Greening Factor	All Major developments	An assessment of existing green infrastructure onsite. The proposals should help to achieve a minimum 10% net gain in tree canopy cover for the Mayor of London’s target and also contribute towards national requirements for Biodiversity Net Gain as per the Environment Act 2021.	London Plan Policies: G1 and G5 Please also see Environment Act 2021	London Plan: https://www.london.gov.uk/sites/default/files/the_london_plan_2021.pdf

Climate Impact Assessment				
Validation requirement:	Applications which require this:	What information is required:	Policy relating to requirements	Guidance:
		<p>An assessment and calculation of the Urban Greening factor (UGF) to be implemented and long-term maintenance of green infrastructure.</p> <p>The Urban Greening Factor for a proposed development is calculated in the following way: (Factor A x Area) + (Factor B x Area) + (Factor C x Area) etc. divided by Total Site Area.</p> <p>The interim targets from the London Plan are: 0.4 minimum for major new residential developments and 0.3 minimum for major new commercial developments (excluding B2 & B8 uses).</p>	and Mayor of London's Environment Strategy.	<p>GLA's Urban Greening Factor Guidance:</p> <p>https://www.london.gov.uk/sites/default/files/urban_greening_factor_lpg_pre_consultation_draft.pdf</p>
Whole life-cycle carbon assessment (WLCA)	All major applications referable to the GLA/ Mayor of London	<p>The Whole life-cycle carbon assessment should contain information on the estimated emissions, actions taken to reduce whole life-cycle carbon emissions, opportunities to further reduce the developments WLC emissions, assumption for maintenance, repair, replacement.</p> <p>Developers should use the guidance and templates provided by the GLA in the Mayor of London's Whole life-cycle Carbon assessments Guidance.</p> <p>To fully capture a development's carbon impact, a whole life-cycle approach is needed to capture its unregulated emissions, its embodied emissions and emissions associated with maintenance, repair and replacement as well as dismantling, demolition and eventual material disposal.</p>	London Plan Policy S12	<p>Mayor of London's WLCA guidance:</p> <p>https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/london-plan-guidance/whole-life-cycle-carbon-assessments-guidance</p>

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Circular Economy Statement	All major applications referable to the GLA/ Mayor of London	<p>A Circular Economy Statement should be submitted, to demonstrate:</p> <ol style="list-style-type: none"> 1) how all materials arising from demolition and remediation works will be re-used and/or recycled 2) how the proposal’s design and construction will reduce material demands and enable building materials, components and products to be disassembled and re-used at the end of their useful life 3) opportunities for managing as much waste as possible on site 4) adequate and easily accessible storage space and collection systems to support recycling and re-use 5) how much waste the proposal is expected to generate, and how and where the waste will be managed in accordance with the waste hierarchy 6) how performance will be monitored and reported. <p>Developers should use the guidance and templates provided by the GLA in the Mayor of London’s Circular Economy Statement Guidance.</p> <p>This should link to the construction management plan.</p>	London Plan Policies SI 7, SI 8	<p>See also: NPPG: Waste https://www.gov.uk/guidance/waste</p> <p>Mayor of London’s Circular Economy Statement Guidance https://www.london.gov.uk/what-we-do/regeneration/advice-and-guidance/about-good-growth-design/design-circular-economy</p>
BREEAM Assessment: BREEAM (Pre-Assessment) (Energy) BREEAM	All non-residential major applications (non-major developments are encouraged to meet these standards).	For both: A BREEAM assessment certified by an accredited assessor is required for non-residential, as set out in LP 32, which establishes the sustainability performance of buildings to strive for an ‘excellent’ rating. These include the refurbishment of non domestic buildings, new non domestic buildings over 1000sqm in size, and extensions to non domestic buildings where the proposed extension is equal to or greater than 50% of the	<p>Local Plan Policy: LP32 – Sustainable Design and Construction</p> <p>London Plan: Chapter 9</p>	NPPG: Energy https://www.gov.uk/guidance/renewable-and-low-carbon-energy

Climate Impact Assessment				
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Domestic Refurbishment Scheme (Energy)	Applicants should submit BREEAM pre-assessment as appropriate to demonstrate how the proposed development will achieve the necessary credits for final certification of the required level.	existing floor space. Initial design SBEM calculation, technical details of proposed system(s), saving calculation following approved method summarised in an Energy Statement, as required by the London Plan. If not viable to undertake to this standard a statement explaining the implications will be required. Complying with Building Regulations 2013.	Please also see NPPF, where relevant.	
Sunlight/Daylight Assessment	All major applications.	The assessment should show indicative levels of existing and proposed sunlight and daylight before and after the new development. Please note that if amendments are requested, it may be necessary for the daylight/sunlight assessment to be recalculated if there is likely to be a significant/material change to the development. The assessment should conform to the methodology identified in the Building Research Establishment guidance 'Site layout planning for daylight and sunlight: A guide to good practice' (2011).	Local Plan Policy: LP 26 – Promoting High Quality Design, & LP 29 – Amenity and Internal Space Standards London Plan: D3, D6, D8, D9 Please also see NPPF, where relevant.	NPPG: Design https://www.gov.uk/guidance/design
Flood Risk Assessment and Sustainable Urban Drainage	Site-specific Flood Risk Assessments including Sustainable Urban Drainage	An FRA should be submitted if the development proposal site falls within an area identified in the Council's Strategic Flood Risk Assessment (SFRA). This demonstrates that both the strategic sites in policy LP1 and the proposed opportunity sites listed in	Local Plan Policy: LP 21 – Water and Flooding London Plan: SI 12, SI 13	NPPG: Flood Risk https://www.gov.uk/guidance/flood-risk-and-coastal-change

Climate Impact Assessment

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<p>Scheme/Report/Assessment</p>	<p>assessment for all new developments that meet the following criteria:</p> <p><i>i Sites of one hectare or greater in Flood Zone 1 (low probability);</i></p> <p><i>ii All new development (including minor development and changes of use) in Flood Zones 2 (medium probability) and Flood Zone 3 (high probability);</i></p> <p><i>iii Land within Flood Zone 1 which has critical drainage problems (as notified by the Environment Agency);</i></p> <p><i>iv Land identified within the Council's Strategic Flood Risk Assessment and/or Environment Agency</i></p>	<p>Appendix 1 pass these tests where necessary. Major developments will be required to constrain runoff volumes for a 1 in 100 year, 6 hour rainfall event, where feasible.</p> <p>A drainage report should be submitted with all major applications, basement developments and other vulnerable development in areas identified at risk of flooding. This should include:</p> <ul style="list-style-type: none"> • identification of flood risk; • assessment of existing run-off rates; • calculation of greenfield run-off rates; • identification of measures, in line with the drainage hierarchy, to reduce runoff rates; and • calculation of proposed run-off rates. <p>To help combat this, the incorporation of Sustainable Drainage Systems (SUDS) into new developments is an effective way of mitigating flood risk, and as such is encouraged in policy LP21. These include measures such as green roofs, permeable surfaces and storm water retention basins which can reduce both the rate and amount of run-off.</p> <p>All applications, including minor, should complete the GLA's London Sustainable Drainage Proforma for Redbridge available here: https://www.london.gov.uk/what-we-do/environment/climate-change/surface-water/london-sustainable-drainage-proforma#acc-i-56815</p>	<p>The Environment Agency website also provides detailed maps on flood risk.</p> <p>Please also see NPPF, where relevant.</p>	<p>Further National Guidance: https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications</p> <p>Non Statutory SUDS Guidance: https://www.gov.uk/government/publications/sustainable-drainage-systems-non-statutory-technical-standards</p> <p>Council's Strategic Flood Risk Assessment: https://www.redbridge.gov.uk/media/2284/draft-strategic-flood-risk-assessment-level-1.pdf</p>

Climate Impact Assessment				
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	<p><i>as being subject to surface water flooding;</i></p> <p><i>v Development within Flood Zone 3 which introduces a sensitive or more vulnerable end use;</i></p> <p><i>and</i></p> <p>SUDs scheme for all major applications.</p>	<p>All details of SUDs should be included in the FRA, or if necessary, the Design and Access statement for smaller schemes.</p> <p>Development proposals should aim to achieve greenfield run-off rates and ensure that surface water run-off is managed as close to its source as possible. There should also be a preference for green over grey features, in line with the drainage hierarchy as listed in London Plan Policy SI 13 Sustainable drainage.</p> <p>If a development is to occur in the surface water flood extent area, SUDS would be required to ensure that the proposed development does not increase the surface water runoff.</p> <p>Please be advised that it is best to speak with the Local Planning Authority in advance via pre-application on matters such as flood risk.</p> <p>Surface water flood extent from the Environment Agency's modelling and Redbridge's SFRA to be treated the same as in Flood Zone 3.</p>		<p>Sensitive and vulnerable end uses from NPPG and Environment Agency:</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/6000/2115548.pdf</p> <p>https://www.gov.uk/guidance/flood-risk-and-coastal-change#flood-zone-and-flood-risk-tables</p>

*During the assessment of an application, a case officer may require additional information which does not appear on this list. This information will be essential for the timely determination of your application. If this information is not forthcoming, the Council may agree to an extension of time with the applicant/agent, or, should no agreement be reached, refuse the scheme due to the lack of the aforementioned appropriate information.

London Borough of Redbridge documents:

London Borough of Redbridge Local Plan (2015-2030) - <https://www.redbridge.gov.uk/planning-and-building/planning-policy/local-plan/>

London Borough of Redbridge Planning Policy Guidance - <https://www.redbridge.gov.uk/planning-and-building/planning-policy/>

Greater London Authority documents:

Greater London Authority: London Plan (2021) – https://www.london.gov.uk/sites/default/files/the_london_plan_2021.pdf

Greater London Authority: Homes for Londoners Supplementary Planning Guidance - <https://www.london.gov.uk/what-we-do/housing-and-land/homes-londoners>

National Planning Policy Framework and Guidance:

NPPF - <https://www.gov.uk/government/collections/planning-practice-guidance>

NPPG - <https://www.gov.uk/government/collections/planning-practice-guidance>

NPPG: Flexile Options for Permission - <https://www.gov.uk/guidance/flexible-options-for-planning-permissions>

Greater London Authority (GLA) Planning Data Standard

In line with the GLA London Development Database (LDD) Automation Project, new information will be required to validate planning applications.

<https://www.london.gov.uk/what-we-do/planning/london-plan/london-development-database/london-development-database-automation-project>