**Development management checklist**

**Name of Local Planning Authority:** Click or tap here to enter text.

**Application Number:** Click or tap here to enter text.

**Case Officer:** Click or tap here to enter text.

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| **Pre-application** |
| **General** |
| **PA1**: You should send the printable checklist to applicants (See resources). The document sets out this checklist of items to consider from the toolkit in a manner for the applicant to respond to. | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **PA2:** Check that the applicant has identified and engaged with relevant water stakeholders and documented their engagement activities  | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **PA3:** Check whether the applicant has sought formal pre-application advice from key water stakeholders including the Environment Agency and the Lead Local Flood Authority  | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **PA4**: If a Planning Performance Agreement is being established, water should be considered as part of this. | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **Pre-application** |
| **Flood risk** |
| **PA\_FR1**: Check that the applicant has identified if the development site is:​* in flood zone 1, 2 or 3​
* within 20 metres of a main river or a flood defence​
* in a water storage area
 | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **PA\_FR2**: Check that the applicant has reviewed your Strategic Flood Risk Assessment to find out if the development is:​* in flood zone 1 now but will be at risk of flooding from rivers or the sea during its lifetime​.
* at risk from any other source of flooding or it will be during its lifetime​.
* in flood zone 3b (functional floodplain).
 | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
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| **PA\_FR3**: Check that the applicant has considered if the proposal requires a Flood Risk Assessment (As per Footnote 59 of the NPPF) | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **PA\_FR4**: Check that the applicant has considered if the sequential test applies. | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **PA\_FR5:** If the sequential test can be satisfied check that the applicant has considered if the exception test is also needed. | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **PA\_FR6:** Check that the applicant has confirmed with you and the LLFA what information on sustainable drainage systems (SuDS) is required | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **Pre-application** |
| **Water resources** |
| **PA\_WR1**: Check that the applicant has considered how a sufficient water supply for the development will be provided. | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **Pre-application** |
| **Water quality** |
| **PA\_WQ1**: Check that the applicant has considered the need to avoid water body status deterioration in their proposal. | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **PA\_WQ2**: You should flag to the applicant the potential for including features in the scheme which would lead to improvements to the water environment and contribute to positive outcomes (You should expect all proposals to include at least some of these features) These might include:  ​* Landscaping, reedbeds, buffer zones or GI connections (which benefit the biological quality of rivers).  ​
* Reduced physical modifications, creating more natural drainage, incorporating permeable areas, introducing water efficiency measures such as greywater systems (which benefit hydromorphology). ​
* SuDS, drainage plans and remediation of contaminated land (which could reduce pollution to improve physico-chemical quality and chemical quality).
 | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **PA\_WQ3**: Check that the applicant has assessed the extent to which water bodies are likely to be affected by the proposed scheme​* The applicant should identify which water bodies could be affected and their current status under the WFD (and causes) ​
* The applicant should consider if the application needs to be accompanied by a WFD assessment? If no; ​

The proposal should include remedial actions to mitigate any negative effects on water bodies | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **Pre-application** |
| **Waste water** |
| **PA\_WW1**: If the application requires a drainage plan be drawn up, you should request one. | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **PA\_WW2**: You should flag to the applicant the upcoming mandatory nature of SuDS in England and the future need to obtain approval from the from SuDS Approval Body (SAB) . You should make the applicant aware that pre-application advice can also be sought from the relevant SAB. | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **PA\_WW3**: Check that the applicant has identified an appropriate wastewater solution and seek early assurance that this will be acceptable.  | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
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| **Submission and validation** |
| **SV1**: You should update your validation checklist includes water-specific requirements in line with your Local Plan. | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **SV2:** You should have a process to identify planning applications that may have impacts or opportunities for the water environment. Certain development projects will be subject to Environmental Impact Assessment (EIA). The [EIA regulations](http://www.legislation.gov.uk/uksi/2017/571/introduction/made) identify which developments are subject to EIA, or which should be screened for EIA. For projects where EIA is required, water impacts should be investigated with appropriate mitigation being put in place in response.  | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **SV3**: Your validation checklist should include the need for the following assessments:​* Flood Risk Assessments​
* Foul Drainage Assessments ​
* Surface water Drainage Assessments​
* WFD Assessment​

Where an EIA has been carried out, impacts will be collated and summarised to enable consideration of the whole development. For non-EIA developments, it may still be necessary to request detailed assessments for specific topic areas such as ecology, flood risk and drainage. You should ensure sufficient evidence has been submitted to support the application. | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
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| **Consultation** |
| **CO1**: Are there any water relevant ‘non-statutory consultees’ that have been identified in your area which should be notified? | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **CO2**: Do you require specialist advice to interpret water related supporting documentation? | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
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| **Determination** |
| **Flood risk** |
| **DE\_FR1**: You should be confident that the application will not lead to increased flood risk elsewhere (from all sources), based on information provided by the applicant and consultees. If not ​* you should request any relevant additional information from the applicant or consultee OR; ​
* you should be confident that the application passes the sequential and exceptions tests (assessed through a site specific flood risk assessment).
 | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **Determination** |
| **Water resources** |
| **DE\_WR1**: You should be confident that the application can be supplied with adequate water resources.  | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **Determination** |
| **Water quality** |
| **DE\_WQ1**: You should be confident that the application will not lead to the deterioration in the overall status of a waterbody and that the proposal contributes to meeting RBMP objectives as far as possible (based on information provided by the applicant and consultees). If not; ​* You should request any relevant additional information from the applicant or consultee **OR**; ​
* You should accept the deterioration and that the application meets the following tests (assessed through a WFD assessment, if one has been prepared): ​
* Has all practical mitigation been included? ​
* Are there reasons of overriding public interest? ​
* Do the benefits to human health, safety or sustainable development outweigh the deterioration? ​
* Are better environmental options not technically feasible or cost proportionate?
 | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **Determination** |
| **Waste water** |
| **DE\_WW1**: You should be confident that the appropriate foul drainage is in place to support the application.  | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |
| **DE\_GEN**: You should apply conditions to ensure compliance or delivery of water related aspects of the application. | Compliance?Choose an item. | Date of completion: Click or tap to enter a date. |
| As demonstrated through the following documents…Click or tap here to enter text. |
| Follow-up actions…Click or tap here to enter text. |