

EXECUTIVE DECISION RECORD
Officer

REF No: EDR 036.23

A1 Service Area	Planning
A2 Title	Revised Local Validation Requirements – Submission of Planning Applications
A3 Decision Taken By	Chief Officer
A4 Chief Officer	Please print name: Thomas Deery Please sign name: (Approval by email 11/10/23)
A5 Leader / Deputy Leader consulted?	Please print name: Councillor Rob Hawkins Please sign name: (Approval by email 11/10/23)
A6 Date of Decision	12 th October 2023

Confidentiality

A7 Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?	No
A7.1 If yes, please state relevant paragraph from Schedule 12A LGA 1972.	N/A

Conflict of Interest

Are there any conflicts of interest to declare? No (*please delete as appropriate*)

(If “Yes” please contact the Chief Executive before making the Decision. A note of dispensation should be attached).

Scrutiny

A8 Which Scrutiny Committee should this decision be submitted to? *(Please tick as appropriate)*

Scrutiny (Value for Money Council) Committee

Scrutiny (Regeneration Development and Market Hall) Committee

B1 What is the Decision?	To adopt the revised Local Validation Requirements for submission of Planning Applications.
B2 What are the reasons for the Decision? B2 Alternative options considered and rejected?	<p>Local Validation requirements should be reviewed every two years, therefore a recent consultation exercise has been undertaken.</p> <p>Those consulted included: Planning Agents, Internal Consultees, External Consultees, Parish Councils, Ward Councillors and Planning staff.</p> <p>A total of nine comments were received from four external consultees and five members of the Planning Team.</p> <p>All comments were considered and where appropriate the document has been amended.</p> <p>The document is now ready to be adopted and the website will be amended accordingly.</p>
B3 What are the contributions to Corporate Priorities?	<p>Creating a prosperous East Staffordshire and protecting our heritage.</p> <p>The aim of the Validation document is to aide applicants and agents on what they are required to submit and reduce the number of invalid Planning applications.</p>
B4 What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

Financial Implications

B5 What are the financial implications?	There are no financial issues arising from this decision.
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Revenue	2023/24	2024/25	2025/26

Capital	2023/24	2024/25	2025/26

The finance section has been approved by the following member of the Financial Management Unit:	Please print name: Anya Murray Please sign name: (Approval by email 17/08/23)
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Policy Framework

B6 Is the Decision wholly in accordance with the Council's policy framework?	Yes
B6.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	N/A
B6.2 Has it got the appropriate approvals under those provisions?	N/A
B7 Is the Decision wholly in accordance with the Council's budget?	Yes
B7.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	N/A
B7.2 Has it got the appropriate approvals under those provisions?	N/A

Equalities Implications

B8 What are the Equalities implications:
B8.1 Positive (Opportunities/Benefits): N/A
B8.2 Negative (Threats): N/A
B8.3 The subject of this decision is a policy, strategy, function or service that is new or being revised. An equality impact assessment is not required.
B8.4 [The equality impact assessment identified the following actions to be carried out: N/A

Risk Assessment

B9 What are the Risk Assessment implications:
B9.1 Positive (Opportunities/Benefits): <ul style="list-style-type: none">• Will potentially result in fewer invalid planning applications.• Clearer and up to date information.
B9.2 Negative (Threats): <ul style="list-style-type: none">• Agents ignore the local validation requirements and do not check the accuracy of information submitted.
B9.3 The risks do not need to be entered in the Risk Register.

Legal Considerations

B10 What are the Legal Considerations:
B10.1 The Local List must be reviewed at least every two years to comply with the Town and Country Planning (Development Management Procedure) Order 2015 (as amended), National Planning Policy Framework and the National Planning Practice Guidance. .
This section has been approved by the following member of the Legal Team
Please print name: Sherrie Grant
Please sign name: (Approval by email 30/07/23)

Sustainability Implications

B11 What are the Sustainability implications:
B11.1 The proposal would not result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures). The positive/negative impacts are set out below (please refer to guidance notes). N/A
B11.2 Positive (Opportunities/Benefits): N/A
B11.3 Negative (Threats): N/A

Health & Safety Implications

B12 What are the Health & Safety implications:
B12.1 A Risk Assessment has not been carried out and entered into Safety Media for all significant hazards and risks because there are no significant hazards or risks arising from this decision.
B12.2 [The significant hazards and risks have been identified in the Safety Media Risk Assessment numbered []. Any financial implications to mitigate against these hazards and risks are considered above.] N/A
B12.3 [Control measures and an action plan have been identified for any significant hazards and risks identified in the risk assessment. The positive/negative impacts are set out below]
B12.3.1 Positive (Benefits) N/A
B12.3.2 Negative (Threats) N/A

Key Decision

B13 Is this a Key Decision? No

Note: A Key Executive Decision is one where:

1. **REVENUE** – Any contract or proposal with an annual payment or saving of more than £100,000
2. **CAPITAL** – Any capital project with a value in excess of £150,000
3. A decision which significantly affects communities living or working in an area comprising two or more wards.

B13.1 If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would <u>seriously</u> prejudice the public interest?	N/A
B13.2 If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?	N/A

NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.

Please send the original signed document to andrea.davies@eaststaffsbc.gov.uk