

My ref: LVL2021  
Your ref:

Date: 25 01 2021

Contact: Luke Walstow or Kate Bannigan  
Telephone: 01223 703861 and 07471412431  
E Mail: [Luke.Walstow@cambridgeshire.gov.uk](mailto:Luke.Walstow@cambridgeshire.gov.uk) and  
[Kate.Bannigan@cambridgeshire.gov.uk](mailto:Kate.Bannigan@cambridgeshire.gov.uk)



**Place and Economy  
Environment and Commercial  
Box No SH1315  
Shire Hall  
Castle Hill  
Cambridge  
CB3 0AP**

To applicants, agents, consultees and parish councils submitting planning applications to Cambridgeshire County Council

Dear Sir/Madam

## Consultation on the proposed June 2021 revisions to:-Our Local Validation List Requirements and Local Validation Check List.

### Introduction

Local planning authorities are required to review their existing local validation lists at least every two years. Local validation lists set out what information should accompany planning applications submitted to Cambridgeshire County Council. These requirements are relevant for Cambridgeshire County Council's applications for its own development and waste development. These are in addition to the national requirements, which require for example completion of an application form, certificates and a site location plan. Our Local Validation requirements are reviewed biannually. The requirements were last published in June 2019. We have carried out an initial review of the list and guidance notes for 2021.

### What are the proposed changes?

Since our 2019 Local Validation List Review, the requirements of The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 need to be met. Consequently we have proposed amendments to the format and wording of the documents, which we hope will assist us in making our public documents and correspondence easier to understand and access by all. We have also proposed adding some additional requirements in line with the existing policy requirements, and the increase in electronic working arrangements. Additional changes may also need to be taken into account. For example, Cambridgeshire and Peterborough's Emerging Mineral and Waste Plan is progressing through its final stages and relevant references will need to be changed when this new plan is adopted. We are consulting you together with recent applicants, agents, statutory consultees, and parish councils on our draft documents.

## When can I comment?

The consultation period will run for 6 weeks from 25 January 2021 until 8 March 2021.

## How can I comment?

Please send all comments that you wish to make in writing by e-mail to [planningdc@cambridgeshire.gov.uk](mailto:planningdc@cambridgeshire.gov.uk) or by post to: -County Planning, Minerals and Waste, Box No SH1315, Shire Hall, Cambridge, CB3 0 AP Please ensure that all comments arrive by 8 March 2021. All comments received by 8 March 2021 will be taken into consideration.

## What happens next?

We will consider all comments received by us 8 March 2021. We are working towards reporting to the Planning Committee on 15 April 2021 if possible. A report to the Planning Committee will be published on the Council's website 5 working days before the Planning Committee meeting to which the revised changes will be reported. We intend to publish the final documents by June 2021. You can check with us near the date.

## Further information

Copies of the draft revised documents are attached. The existing Local Validation List June 2019 and the accompanying Local Validation Guidance List:- Guidance for applicants and their agents on the Local Validation List (June 2019), and supporting documents are displayed on the County Council's website. Please see [Cambridgeshire County Council's Submitting a Planning Application Website page for existing Guidance for applicants and agents on the Local Validation List and the Local Validation Check List \(June 2019\)](#)

Yours faithfully



Jane Stanley  
Interim Business Manager County Planning Minerals and Waste