

London Borough of Lewisham

Validation Checklist

Planning Permission for **Major Development**

September 2026 DRAFT

(Major Development includes proposals that are: the winning and working of minerals or the use of land for mineral-working deposits; waste development; the provision of 10 or more dwellinghouses - or the site has an area of 0.5 ha or more and it is unknown whether 10 or more dwellings houses are proposed; the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; or development carried out on a site having an area of 1 hectare or more).

The Council offers a pre-application service through which you can discuss your proposals, including validation requirements, with a planning officer and receive written advice. Where you consider a number of pre-application meetings are likely to be necessary it may be preferable for Planning Performance Agreement (PPA) to be pursued.

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Validation Compliance Table

Applicants are encouraged to include an 'Validation Compliance Table' as part of their planning submission. This can be provided either as a short cover letter or as a dedicated section within the Planning Statement. The purpose of the inventory is to clearly set out how all relevant requirements in this Validation List have been met, and to signpost where each item of information can be found within the submitted documents.

Planning applications are subject to public consultation, and many residents engaging with them may not be planning professionals. Including this information with your submission helps make the application more transparent and easier to navigate, enabling all users to quickly locate the details they need.

Requirement	When is it required?	What is required?	Statutory Basis, Development Plan Policy, National Policy and/or Guidance
Validation Compliance Table	Encouraged for all Major Applications	Applicants are encouraged to provide a cover letter or a dedicated section within the Planning Statement explaining how the submission meets the validation requirements set out in this document. Ideally, this should be presented in a table format, listing each relevant validation requirement and clearly signposting to the corresponding document(s) submitted.	Providing a Validation Compliance Table will assist officers-particularly validation officers-by enabling them to quickly confirm that all required information has been submitted. In addition, this table will support others reviewing the application, including residents, by improving transparency and making it easier to locate relevant information.

The following tables set out what information must be submitted with your application to be made valid and what information may be required. If an application is submitted without meeting these requirements it will not be made valid, and you will be informed that you have 21 days to provide the necessary information before it is withdrawn.

The information requirements in the tables do not limit the Council's ability to request additional information in the event that it is found to be necessary during the application's determination period.

NB - If any part of an application submission has been prepared using Artificial Intelligence tools, the applicant must declare this and confirm that all AI-generated content has been checked and verified for accuracy by a competent person. Unverified or inaccurate AI-generated material may render an application invalid.

National List of Requirements

National Information Requirements are defined in legislation and are mandatory for all planning applications. Simplified guidance on National Information Requirements can be found on the Government's Planning Practice Guidance. National Information Requirements are specified in the Development Management Procedure Order 2015 (as amended).

Validation Requirement	When is it required?	What is required?	Statutory Basis, Development Plan Policy, National Policy and/or Guidance
1. Appropriate Fee	All applications (except where a fee exemption applies in accordance with the regulations)	Payment must be made online at time of submission through the Planning Portal.	The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 (as amended) The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) Planning Portal payment information page

Validation Requirement	When is it required?	What is required?	Statutory Basis, Development Plan Policy, National Policy and/or Guidance
2. Biodiversity Net Gain Plan including: Biodiversity Net Gain (BNG) Assessment Statutory Biodiversity Metric in Excel form BNG plan(s) Draft Biodiversity Gain Plan	All applications (unless the development type is specifically exempted from the mandatory 10% biodiversity net gain obligation under the Environment Act (2021) Major applications should use the Statutory Metric	Where development would be subject to the general biodiversity gain condition, the application must be accompanied by the minimum information as set out in Article 7 of The Town and Country Planning (Development Management Procedure) (England) Order 2015. The following information should be provided: • A statement confirming whether the applicant believes that the development, if granted planning permission, would be subject to the biodiversity gain condition. Where the applicant considers the proposal to be exempt, the statement must clearly set out the reasons for that exemption. • The pre-development biodiversity value of the onsite habitat on the date of application (or an earlier date) including the completed metric calculation tool used showing the calculations, the publication date and version of the biodiversity metric used to calculate that value. Where the applicant wishes to use an earlier date, the proposed earlier date and the reasons for proposing that date should be set out. • A statement confirming whether the biodiversity value of the onsite habitat is lower on the date of application (or an earlier date) because of the carrying on of activities ('degradation') in which case the value is to be taken as immediately	Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021) Statutory biodiversity metric tools and guides Government guidance on valid exemptions Government guidance on legal agreements for BNG Significant onsite BNG considerations in Lewisham Further Lewisham Biodiversity net gain guidance is available on the Council's website Planning Advisory Service Leal Agreement and Planning Condition Templates

Validation Requirement	When is it required?	What is required?	Statutory Basis, Development Plan Policy, National Policy and/or Guidance
		before the carrying out of the activities, and if degradation has taken place supporting evidence of this. • A description of any irreplaceable habitat (as set out in column 1 of the Schedule to the Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations [2024]) on the land to which the application relates, that exists on the date of application, (or an earlier date). Where irreplaceable habitats are impacted, the description of the habitat should include written information and photographs demonstrating habitat, extent, condition, connectivity and impact. • A plan, drawn to an identified scale which must show the direction of North, showing onsite habitat existing on the date of application (or an earlier date), including any irreplaceable habitat. • The baseline and post-development biodiversity value of the on-site habitat and the baseline and draft post-development biodiversity value of the off-site habitat, including information about the steps to be taken to minimise the adverse effect of the development on the biodiversity of the habitats and steps taken to provide biodiversity net gain, should be submitted within the Statutory Biodiversity Metric and BNG Report.	

Validation Requirement	When is it required?	What is required?	Statutory Basis, Development Plan Policy, National Policy and/or Guidance
		A draft Biodiversity Gain Plan or BNG Report on how the BNG requirement will be delivered and how the biodiversity gain hierarchy has been followed. This should set out the proposed balance between onsite gains, off-site gains and biodiversity credits, for proposals involving significant onsite habitat enhancements, and potential requirements for s106 agreements. The most up-to-date statutory biodiversity metric (official Excel format) tool must be used. The use of outdated metric tools (V4.0 metrics and earlier) will not be acceptable, and applications will be made invalid. For applications involving significant onsite net gains, which are required to be secured through a legal agreement, draft wording should be included in a draft head of terms document for the application. This should clearly outline the obligations anticipated to be included within a Section 106 agreement, should planning permission be granted. Additionally, a draft Habitat Management and Monitoring Plan (HMMP) should be included.	
3. Completed application form (including ownership certificate)	All applications	The form must be completed in full, signed and dated. The description of the development should be concise, clear and accurately reflect all aspects of the proposal requiring planning permission.	The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Validation Requirement	When is it required?	What is required?	Statutory Basis, Development Plan Policy, National Policy and/or Guidance
		You must complete and submit one Certificate with your application (A, B, C or D). This is incorporated into the standard planning application form. In terms of ownership, please note that if the declaration on the application form is dated more than 21 days after the date on which notice was served on other owners, the application will be invalid.	
4. Completed Community Infrastructure Levy (CIL) Form 1: CIL Additional Information	All applications	A completed form must be submitted at application stage with ALL sections completed: • Application Details • Applications to Remove or Vary Conditions on an Existing Planning Permission • Reserved Matters Applications • Liability for CIL • Exemption or Relief • Proposed New Gross Internal Area • Existing Buildings • Declaration The figures must accurately reflect what is being proposed within the scheme. Section 8: Declaration must be signed and dated.	The Community Infrastructure Levy Regulations 2010 (as amended) Form 1 as found on the Planning Portal and advice on completing the form The charging schedule and rate information available on the Council's website Relevant government guidance on CIL

Validation Requirement	When is it required?	What is required?	Statutory Basis, Development Plan Policy, National Policy and/or Guidance
5. Design and Access Statement	All applications	A design and access statement should be proportionate to the complexity and scale of the development. All design and access statements must: • explain the design principles and concepts that have been applied to the development through the design-led approach • provide contextual analysis of the site and explain how the proposed development responds positively to its context • include an Options Appraisal to demonstrate how the site capacity has been optimised • the provisions for access, and how policies relating to access have been taken into account • include a palette of the proposed materials. The rationale for the selection of the main cladding materials should be provided along with precedent photographs of the proposed materials in use on existing building (with addresses) • state what public consultation has been undertaken on issues relating to the design of and access to the proposed development and how feedback from the public consultation has been addressed, and • include an <u>Inclusive Design Statement</u> that is proportionate to the scale of the and complexity	The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) NPPF policies relating to design Relevant PPG on design and access statements. Relevant Development Plan Policies at London wide and local level must be taken into account Lewisham Local Plan (2025) Policy QD2 Inclusive and Safe Design. Additional guidance on how to produce a Design and Access Statement has been produced CABE (now the Design Council)

Validation Requirement	When is it required?	What is required?	Statutory Basis, Development Plan Policy, National Policy and/or Guidance
		of development. This statement should demonstrate the development will contribute to delivering inclusive, accessible, safe and secure environments.	
6. Fire Statement	All applications (unless exemptions apply)	National Legislation requires that a Gateway One Fire Statement is to be submitted with an application for planning permission where: <i>“A building which satisfies the height condition in paragraph (3) and contains— (a) two or more dwellings; or (b) educational accommodation.</i> <i>(3) The height condition is that— (a) the building is 18 metres or more in height; or (b) the building contains 7 or more storeys.”</i> The Fire Statement in these circumstances must be provided using the Government’s Fire Statement Form. The London Plan Policy D12 requires that all applications for Major Development are submitted with a Fire Statement with reference to specific criteria set out part B of that policy. For simplicity it is recommended that the Government’s Fire Statement Form is utilised for all applications for major development.	The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) Relevant PPG of fire statements London Plan (2021) Policy D12 Fire Safety Fire Safety LPG
7. Relevant Plans and Drawings	All applications	Plans and drawings that are required to be submitted are as following;	The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Validation Requirement	When is it required?	What is required?	Statutory Basis, Development Plan Policy, National Policy and/or Guidance
		• <u>block plans</u>: existing and proposed at 1:500 scale • <u>floor Plans</u>: existing and proposed, including roof plans, at 1:50 or 1:100 scale. Proposed floor plans to include indicative furniture layouts and any existing and proposed trees • <u>elevations</u>: existing and proposed at 1:50 or 1:100 scale. Plans should include annotation of proposed materials and strategy for pipework, drainage, vents etc to be show • <u>site sections</u>: showing the proposal in relation to adjoining buildings and spaces with AOD levels • contextual elevations: existing and proposed, showing proposal in relation to neighbouring development • <u>building sections</u>: showing site levels, finished floor levels, ceiling heights with outline services zone and soffits to an appropriate scale when reviewed digitally • <u>landscape plan</u>: showing the treatment of all spaces within the site not covered by buildings • <u>other plans (where relevant)</u>: Site survey with datum points and contours, Demolition plan, Topographical drawings. All plans and drawings must:	

Validation Requirement	When is it required?	What is required?	Statutory Basis, Development Plan Policy, National Policy and/or Guidance
		• be submitted as vector file formats. • include a drawing number and title be correctly scaled and include a scale bar showing a length of 1 metre and 10 metres show the direction north.	
8. Site Location Plan	All applications	The site location plan must: • be at a scale of 1:1250 or 1:2500 (or larger if appropriate) • include a scale bar • show sufficient roads and buildings adjacent to the application site to identify it exactly • show the direction of North • show the boundaries of the application site edged in red (including sufficient land to carry out the development i.e. access, landscaping, visibility splays and parking) show any other land within the applicant's control edged in blue.	The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Local List of Requirements

The validation requirements set out below reflect the national information requirements contained in the NPPF (Annex C) and the requirements of the Development Plan, including the London Plan and local planning policies.

Validation Requirement	When is it required?	What is required?	Development Plan, National Policy and/or Guidance basis
9. Affordable Housing Statement (see also Viability Assessment and Heads of Terms (S.106 Agreement))	All applications where 10 or more residential dwellings (C3 Use Class), and/or non-conventional housing units are proposed (such as unsecured student housing and where appropriate, specialist and supported accommodation)	The purpose of the Affordable Housing Statement is to assess the appropriateness of the amount, design, deliverability, and type of affordable housing (in conjunction with the Viability Assessment where relevant) The statement must include: - the number of residential units and where relevant tenure mix - a clear and full explanation of the different levels or types of affordability or tenure that are proposed for different units, including details on rent levels and other costs such as service charges - the mix of unit types with numbers of habitable rooms and bedrooms and the floor space of habitable areas of the residential units (both GIA and GEA where possible)	NPPF policies relating to affordable housing London Plan (2021) Policy D7 Accessible housing London Plan (2021) Policy H4 Delivering affordable housing London Plan (2021) Policy H5 Threshold approach to applications London Plan (2021) Policy H6 Affordable housing tenure London Plan (2021) Policy H10 Housing size mix London Plan (2021) Policy H15 Purpose-built student accommodation London Plan (2021) Policy H11 Build to Rent

		- the number, size and tenure of wheelchair dwellings - the location of the affordable units on a plan to scale, identifying the size and layout of the affordable units - details of rent levels for affordable rent units, and, - details of any discussions with any affordable housing providers and the details of any Registered Providers acting as partners in the development.	Lewisham Local Plan (2025) Policy HO1 Meeting Lewisham's housing needs Lewisham Local Plan (2025) Policy HO3 Genuinely Affordable Housing The Council's planning obligations SPD.
10. Air Quality Assessment (AQA) Air Quality Neutral, (AQN), Air Quality Positive (ACP)	<u>Air Quality Assessments</u> is required for all Major Development <u>Air Quality Neutral Statement</u> is required major development <u>Air Quality Positive Statement</u> is required for developments subject to EIA but encouraged for	<u>Air Quality Assessment (AQA)</u> The AQA should provide an assessment of the current air quality in the area, set out whether the proposed development would increase the risk of exposure to poor air quality, and provide details of potential pollutant sources as a result of the proposed development during both construction and operational phases. The AQA should be undertaken in line with up-to-date relevant guidance. Air quality assessments must include full dispersion modelling to assess impacts on nearby receptors. It should also address impacts arising during the construction, occupation and operation phases of the development and consider the wider impacts cumulative impacts on air quality arising from the development. <u>Air Quality Neutral (AQN)</u>	NPPF policies relating to air quality. Relevant PPG on air quality. London Plan (2021) Policy SI Improving air quality Lewisham Local Plan (2025) Policy SD6 Improving Air Quality Lewisham's Air Quality Action Plan 2022-2027 London Mayor's Air Quality Positive Guidance Air Quality Neutral (AQN) London Plan Guidance Note: Assessments are carried out in line with guidance issued by DEFRA and other non-governmental organisations (EPUK,

	Major development.	All major development must be Air Quality Neutral (AQN), The assessment must be written in accordance with GLA guidance. Developments will have to calculate the building and transport emissions and compare these with a benchmark for development. The calculations cover the emissions of nitrogen oxides and PM10. The guidance also sets emission limits for boilers and centralised energy plant. The effects (including cumulative effects) of pollution on health, the natural environment or general amenity, and the potential sensitivity of the area or proposed development to adverse effects from pollution, should be taken into account. <u>Air Quality Positive (AQP)</u> In addition, an Air Quality Positive (AQP) Statement is required for all developments that constitute EIA development. The AQP Statement should be submitted as part of the Environmental Impact Assessment - either alongside, or as an appendix to, the Environmental Statement. <u>Odour Assessments</u> An Odour Impact Assessment may be required in line with the Institute of Air Quality Management (IAQM) <i>Guidance on the Assessment of Odour for Planning</i>, where the proposed development may generate odour or introduce sensitive receptors near existing odour-producing uses. This includes, for example, waste-handling activities, sewage treatment works, intensive farming, food production,	IAQM), and are made against air quality objectives set out in regulations
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		commercial kitchens, or other industrial processes, as well as residential or other sensitive developments located close to such sources. It is expected that this would be discussed at pre-application stage due to the need to incorporate design solutions to address air quality matters.	
11. Archaeological Assessment	Applications for proposals that have the potential to affect archaeological interests within Archaeological Priority Areas (APA's) tiers 1-3 (set out in Table 21.3 in the Local Plan (2025)) All EIA applications, that propose new or extended basements and proposals in sites of 0.5ha or more in size.	A desk based archaeological assessment, and statement is required at a minimum to understand the likelihood of the discovery or destruction of non-designated heritage assets of archaeological interest. Development proposals should refer to the Greater London Historic Environment Record (GLHER) to assess the likelihood of archaeological deposits being present on a site. Applicants should consult with GLAAS prior to the submission of an application. GLAAS are the Council's advisor on Archaeological Matters and will advise on whether a DBA is required and the level of information it should contain.	NPPF policies relating to heritage assets Relevant PPG on the historic environment London Plan (2021) Policy HC1 Heritage Conservation and Growth Lewisham Local Plan (2025) Policy HE3 Non-designated heritage assets GLAAS Charter 2019

12. Basement Impact Assessment	Development that includes a new or extended basement.	The Basement Impact Assessment (BIA) must assess the impact of the development on drainage, flooding, groundwater conditions and structural stability. The BIA must be carried out by a suitably qualified and recognised independent assessor and paid for by the applicant.	London Plan (2021) Policy D10 Basement development Lewisham Local Plan (2025) Policy QD9 Building alterations, extensions and basement development
13. CGIs	All applications where relevant	CGI images showing the proposed new development within its context.	The NPPF policies relating to design London Plan (2021) Policy D3 Optimising site capacity through the design-led approach
14. Circular Economy Statement	Application's referable to the Mayor of London, and all other developments with significant amount of demolition.	The statement must comply with the requirements set out in London Plan (2021) Policy SI 7 Reducing waste and supporting the circular economy, and guidance of policy SI7 as set out in the GLA's Circular Economy Statement Guidance. The Circular Economy Statement should be included as part of the Sustainable Design Statement.	London Plan (2021) Policy SI 7 Reducing waste and supporting the circular economy Lewisham Local Plan (2025) Policy SD1 Responding to the climate emergency Lewisham Local Plan (2025) Policy SD2 Sustainable design and retrofitting Lewisham Local Plan (2025) Policy SD12 Reducing and sustainable managing waste Lewisham Local Plan (2025) Policy SD13 Design to support the circular economy GLA Circular Economy Statement Guidance

15. Community Buildings Audit	All applications proposing redevelopment of existing non-residential buildings in a community use	The purpose of the Audit is to identify buildings that have community uses or other uses of social / economic value. Social infrastructure includes health provision, education, community, play, youth, early years, recreation, sports, faith, criminal justice and emergency facilities, public houses. The community audit will need to be part of a community engagement strategy and detailed either as a standalone document or part of a statement of community engagement / planning statement. If a proposal would result in the loss of social infrastructure, it is strongly recommended that this is discussed with officers as at pre-application stage.	Relevant NPPF policies relating to promoting healthy communities London Plan (2021) Policy S1 Developing London's social infrastructure
16. Construction Logistics and Environment Management Plan (including site waste management plan) (CEMP) (outline)	All applications	Details should be included of how on-site impacts will be managed during the demolition/construction phase including traffic management, dust, noise, ecological impacts, vibration and stability. In terms of waste management, this should include principles of circular economy. In all circumstances a swept path analysis for construction vehicle routing will be required to demonstrate the vehicles can safely egress the site and local area. A commitment to maintain an up-to-date inventory of all Non-Road Mobile Machinery (NRMM) used during the construction phase is required, in accordance with London's NRMM requirements. This inventory must be kept current throughout construction and made available for inspection on request.	London Plan (2021) Policy T7 Deliveries, servicing and construction London Plan (2021) Policy SI Improving air quality Lewisham Local Plan (2025) Policy QD7 Amenity and agent of change Lewisham Local Plan (2025) Policy SD6 Improving Air Quality TfL's Construction Logistic Planning Guidance The Control of Dust and Emissions During Construction and Demolition (SPG, Mayor of London) (July 2014)

		Discussions regarding the principles for construction logistics and management should take place as early as possible, preferably as part of pre-application engagement. This will then set out the scope of information necessary at application stage. In all cases, developments must consider the most sustainable forms of transport, including use of water for those sites in close context to the River Thames, Deptford Creek/ River Ravensbourne.	
17. Daylight, Sunlight and Overshadowing Assessment	All applications for residential development (including where non-conventional housing such as student housing, specialist housing, and supported accommodation) Or applications where proposals may adversely affect sunlight/daylight to adjoining properties, gardens, or amenity spaces in line with BRE guidance.	The assessments should be undertaken in accordance with the relevant up to date BRE Guidelines: • internal daylight and sunlight - to assess the quality of the proposed internal environment(s) in relation to the proposed use • external daylight and sunlight assessment – to assess the level of impact on the internal environment of existing neighbouring buildings in relation to their existing use, and • overshadowing assessment - to assess impact, including ecological, on any nearby private and communal external amenity areas in addition to any open spaces and/or watercourses. It is expected that all assessments will be undertaken in accordance with the relevant up to date BRE Guidelines.	Site layout planning for daylight and sunlight: A guide to good practice (2021) London Plan (2021) Policy D6 Housing quality and design standards Lewisham Local Plan (2025) Policy QD7 Amenity and agent of change The relevant up to date BRE Guidelines

18. Delivery and Servicing Plan (Outline)	All applications.	Details should be included of how on-site impacts will be managed once the development is occupied phase including traffic management, pollution and general operation. In all circumstances a swept path analysis vehicle routing will be required to demonstrate the vehicles can safely access the site (from within or kerbside). In addition to details of the number of expected deliveries and servicing trips. Discussions regarding the principles for delivery, servicing and waste management should take place as early as possible, preferably as part of pre-application engagement. This will then set out the scope of information necessary at application stage.	London Plan (2021) Policy T7 Deliveries, servicing and construction London Plan (2021) Policy SI Improving air quality TfL's Kerbside Loading Guidance
19. Designing Out Crime Statement	All applications	The statement must detail how secured by design principles have informed the design and how impacts on crime and anti-social behaviour have been considered. This could be set out within the design and access statement within its own section.	London Plan (2021) Policy D11 Safety, security and resilience to emergency Lewisham Local Plan (2025) Policy QD2 Inclusive and safe design Secured by Design Principles
20. Ecology (Biodiversity/Geodiversity) Surveys and Reports	All applications.	Biodiversity is integral to the planning process, and we will expect it to be fully assessed and considered in the demolition (if applicable), design and construction stages. For this a suitable ecological appraisal (usually an Ecological Impact Assessment) is required unless in exceptional circumstances. All development activity should protect designated sites and follow the mitigation hierarchy (Avoid, Minimise, Mitigate, Compensate). Proposals will be	Relevant NPPF policies relating to ecology and biodiversity London Plan (2021) Policies G1-9 Lewisham Local Plan (2025) Policy GR3 Biodiversity and access to nature Lewisham Local Plan (2025) Policy GR5 Urban greening and trees

		expected to identify and retain existing habitats and features of biodiversity and geological value. It is expected that all surveys and baseline ecological information, including building-based bird and other relevant protected species, should be carried out in accordance with the Lewisham Biodiversity Planning Guidance. Survey work should therefore be undertaken and prepared by competent persons with suitable experience and qualifications who is a registered member of the Chartered Institute of Ecology and Environmental Management (CIEEM). If the applicant requires further clarity this can be discussed as part of pre-application engagement.	Lewisham Biodiversity and Planning Guidance CIEEM Guidelines for ecological report writing Government guidance to developers on how to avoid harm or disturbance to protected species Government's Standing Advice on Protected Species The relevant up to date BSI Code of Practice for Biodiversity
21. Economic Statement	Where there is a proposed loss/reduction of jobs, affordable workspace, commercial floorspace and/or industrial floorspace	Details of the existing jobs provided on site and the potential jobs that the existing space could provide based on the existing floor area (to include any mezzanine floors and upper floors) in addition to: • details of any new jobs that might be created or supported • the relative commercial floorspace, and where relevant industrial capacity, totals for each proposed use (where known) • any community benefits • reference to any regeneration strategies that might lie behind or be supported by the proposal.	Relevant NPPF policies on the economy and town centres London Plan (2021) Policy SD 1 Opportunity Areas London Plan (2021) Policy SD 6 -10 Town Centres Lewisham Local Plan (2025) Policy EC2 Protecting employment land and delivering new workspace Lewisham Local Plan (2025) Policy EC4 Affordable workspace Lewisham's Affordable Workspace Strategy (May 2023)

		• where employment uses on site would not be replaced on-site or in other Employment Locations, marketing information to prove that the site is no longer suitable or viable for continued employment use • where affordable workspace on site would be lost and not replaced, this must be robustly justified • where affordable workspace is being provided an affordable workspace management strategy will be needed and this should include the proposed use of workspace (e.g. creative, studios), any the proposed/ identified provider/operator, lease terms and level of fit-out.	
22. Energy, Sustainability and Over Heating Statement Including Whole Life Carbon Assessment where relevant.	All applications	Proposals must include a detailed energy strategy to demonstrate how the zero-carbon target will be met, how the development will reduce greenhouse gas emissions in operation and minimise both annual and peak energy demand, having regard to the Mayor's energy hierarchy and associated targets. The energy statement must demonstrate how the development has been designed to minimise the adverse impacts of overheating. <u>For dwellings</u>, a Dwelling CO2 Emissions Rate (DER) to be calculated through the Part L 2021 of the Building Regulations methodology SAP 10.2. <u>For non-residential sites</u>, a Building CO2 Emissions Rate (BER) to be calculated through the Part L 2021 of the Building Regulations methodology based on	The GLA's Whole Life-Cycle Carbon Assessments guidance (March 2022) The Council's Planning Obligations SPD NPPF policies relating to energy and carbon minimisation London Plan (2021) Policy SI 2 Minimising greenhouse emissions London Plan (2021) Policy SI 4 Managing heat risk London Plan (2021) Policy SI 3 Energy infrastructure Lewisham Local Plan (2025) Policy SD3 Minimising greenhouse gas emissions

the National Calculation Methodology (NCM) and implemented through Simplified Building Energy Model (SBEM) v6.1.b or later or equivalent software.

Proposals shall follow the requirements set out in London Plan (2021) Policies SI 2, 3 and 4, and guidance on these policies as set out in the GLA's Energy Assessment Guidance (June 2022).

Where zero carbon cannot be fully achieved on site, a carbon offset payment must be made. Carbon offset payments are set out in the Council's Planning Obligations SPD.

A **BREEAM Pre-assessment** for conversions and non-residential development will be required and needs to set out how the development will achieve the required rating (a minimum of 'Excellent' for BREEAM or any future national equivalent).

Development proposals referable to the Mayor must calculate whole life-cycle carbon emissions through a nationally recognised **Whole Life-Cycle Carbon Assessment** and demonstrate actions taken to reduce life-cycle carbon emissions. Proposals must follow the GLA's Whole Life-Cycle Carbon Assessments guidance.

A **feasibility assessment** must be submitted to fully evaluate connecting to an existing or planned future heat network. The assessment should evaluate technical and financial viability and consider a range of factors included but not restricted to capability of the network to supply part of the heat demand,

Lewisham Local Plan (2025) Policy SD5
Managing heat risk

		location of development and distance to network pipes, physical barriers and other development in the areas that may also be required to connect.	
23.Environmental Statement	As set out in The Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (as amended)	The need for an Environmental Statement should be determined through a form request by the applicant for a Screening Opinion. The Council will only confirm the required content of an Environmental Statement through a formal Scoping Opinion. Guidance on the need for and content of an Environmental Statement is formally provided by Screening and Scoping opinions respectively.	The Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (as amended) The relevant NPPG on EIA development
24. Flood Risk Assessment (FRA)	A site-specific Flood Risk Assessment is required for all major developments within Flood Zone 1,2, 3a and 3b All developments subject to Surface Water Flood Risk as designated by the Environment Agency require a FRA	The Flood Risk Assessment should include the following; • a site-specific Flood Risk Assessment (FRA) identifying the sources of flooding and assessing the risk to and from the development, demonstrating how they will be managed and mitigated. The assessment needs to make appropriate allowance for the hazard posed by climate change over the lifetime of the development • where a safe and dry means of escape cannot be provided a Flood Evacuation Management Plan will also be necessary to detail how a building would operate safely during a flood event and ensure the safety of all occupiers including those working in any commercial space	NPPF policies relating to flood risk Relevant NPPG on flood risk (excluding thresholds for submission at planning application stage) London Plan (2021) Policy SI 12 Flood risk management Lewisham Local Plan (2025) Policy SD7 Minimising and managing flood risk Lewisham Strategic Flood Risk Assessment (SFRA) and the Lewisham Flood Risk Management Strategy

	This is a national policy requirement set out in policy F4 • topographical survey of the existing and proposed sites, with contours demonstrating the flow of surface water across the site • details of areas of permeable and impermeable land for both existing and proposed site • proposals should be informed by a suitable qualified specialist. Mitigation proposed in the FRA will need to be incorporated into the plans (i.e. finished floor levels, living roofs etc) • take account of all potential sources of flooding both on and off-site. National policy F4 sets out that site-specific flood risk assessments should be appropriate to the scale, nature, and location of development and should, where relevant, support an assessment of whether a development proposal satisfies the sequential and exception tests set out in policies F5 and F6.	
25. Heads of Terms (S.106 Agreement)	All applications. A statement of the proposed (draft) Heads of Terms that will form the basis of a Section 106 agreement to be entered into in respect of the application must be provided, in addition to the and details of the applicant's solicitors. It is expected that planning obligations would be discussed as pre-application stage. This can be incorporated into a Planning Statement	Relevant NPPG on planning obligations The Council's Planning Obligations SPD Relevant London Plan and local Development Plan Policy.
26. Health Impact Assessment	All applications A HIA should be undertaken as early as possible in the plan making or design process to identify	NPPG healthy and safe communities

		opportunities for maximising potential health gains, minimising harm, and addressing health inequalities. The level of detail required should reflect the potential health impacts. For development proposals of a scale referable to the GLA, a full HIA will be required. A <u>desktop Health Impact Assessment</u> is required for Major applications. A <u>detailed HIA</u> is required for development proposals referable to the GLA. The HIA should: • identify the impacts of the development proposal on health (including obesity, mental health and physical wellbeing) • identify opportunities to reduce health inequalities as a result of the development including in their design, construction and management • detail necessary mitigation (inherent with the scheme as well as through the use of conditions and/or obligations). Where a scheme is accompanied by an Environmental Statement, the details may be provided within the document as part of a socio-economic chapter.	London Plan (2021) Policy GG3 Creating a healthy city Lewisham Local Plan (2025) Policy DM6 Health Impact Assessment
27. Heritage Statement	All applications involving designated heritage assets or	National policy HE5 sets out that for development proposals affecting heritage assets should be accompanied by an assessment of the significance of the assets affected (including any contribution	The NPPF policies relating to the historic environment NPPG on the historic environment

	non-designated heritage assets such as Locally Listed Buildings including any contribution made by their setting. Proposal that are within an Area of Special Local Character Proposals that are within the setting of a designated heritage asset. This is a national policy requirement set out in policy HE5	made by their setting) and of the potential effect of the proposal on their significance. The level of detail should be proportionate to the assets' importance and no more than is necessary to understand the potential effect of the proposal on their significance. The relevant historic environment record should be referred to in making this assessment, and appropriate expertise employed where necessary. The heritage statement should: • describe the significance of any heritage assets affected, including any contribution made by their setting • demonstrate how this has informed the development of the proposals • Identify the level of harm (if any) to the significance of the heritage asset. Development proposals affecting non-designated heritage assets, including Areas of Special Local Character, must be accompanied by a Heritage Statement proportionate to the significance of the asset(s) and the scale of the proposed works. The statement should assess the significance of the asset(s), the impact of the proposal on that significance, and any measures proposed to avoid, minimise or mitigate harm. Development proposals that have the potential to affect archaeological interests must be accompanied by an Archaeological Statement, which should be	London Plan (2021) Policy HC1 Heritage Conservation and Growth Lewisham Local Plan (2025) Policy HE1 Lewisham's historic environment Lewisham Local Plan (2025) Policy HE2 Designated heritage assets Lewisham Local Plan (2025) Policy HE3 Non-Designated heritage assets Lewisham's guidance on writing heritage statements Historic England Statements of Heritage Significance Advice Note 12 Historic England The Setting of Heritage Assets GPAC 3
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		submitted as part of the Heritage Statement and refer to any relevant information in the Greater London Historic Environment Record (GLHER). This should be set out in a Written Scheme of Investigation. Whether a proposal is considered to be within the setting of Listed Building or Conservation Area or is considered to be a non-designated heritage asset would be discussed as part of pre-application engagement with officers. Listed Building Consent is required for any works to a listed building.	
28. Landscaping Scheme / Landscape design strategy (Outline) (including management plan)	All applications	Landscape schemes should be fully integrated into the design-led approach with consideration given to the site setting within the wider landscape and townscape context. Urban Greening Factor Score Requirements need to be addressed, and designs should provide net gains in biodiversity as well as, support wildlife habitat and wider ecosystem services. Plans should be provided for both hard and soft landscaping and set out: • existing trees and vegetation to be retained or removed • offsite trees immediately adjacent to the site • locations of nearby major natural landscape features such as rivers and ancient woodland, if relevant.	London Plan (2021) Policy G1 Green infrastructure London Plan (2021) Policy G7 Trees and woodlands London Plan (2021) Policy S4 Play and informal recreation Lewisham Local Plan (2025) Policy QD3 Public realm and connecting places Lewisham Local Plan (2025) Policy QD9 Building alterations, extensions and basement development Lewisham Local Plan (2025) Policy GR3 Open space Lewisham Local Plan (2025) Policy GR5 Urban greening and trees

		- existing and proposed lighting locations - number, species, location and girth of trees proposed - number, species, and planting densities of plants proposed. - bicycle and refuse areas - children's playspace location and design - the permeability of surfaces - the location of SUDs, such as raingardens and swales - kerb details. In formulating proposals, applicants should consider the provision of large-canopy trees, a diverse and climate-resilient planting palette, ecological enhancements, play opportunities, food growing, and, where relevant, opportunities to enhance and naturalise river corridors. The landscaping approach should be discussed with officers at the pre-application stage, including whether indicative proposals would be acceptable.	Lewisham Local Plan (2025) Policy GR6 Biodiversity and nature conservation Lewisham Local Plan (2025) Policy GR7 Geodiversity Lewisham Local Plan (2025) Policy S8 Sustainable drainage
29. Lighting Assessment	All applications where external lighting is proposed or internal lighting which will likely illuminate exterior	An assessment to be provided setting out details of the external lighting or floodlighting including: a layout plan with beam orientation, a schedule of the equipment in the design and intensity of illumination	NPPG on light pollution London Plan (2021) Policy D8 Public realm London Plan (2021) Policy D9 Tall buildings Lewisham Local Plan (2025) Policy QD7 Amenity and agent of change

		• details of any directional hoods or other forms of mitigation • the proposed hours of operation of lighting and time of any automatic cut off • for areas where outdoor floodlighting is proposed a lux contour plan must be provided • any possible effects on wildlife that is sensitive to lighting e.g. bats The assessment should set out how the proposed lighting will be sensitive to the surrounding area, avoiding excessive lighting and the potential for light pollution and protecting residential amenity and biodiversity. The assessment should be carried out by a qualified professional in accordance with up-to-date guidance.	Lewisham Local Plan (2025) Policy QD3 Public realm and connecting places
30. Marketing Assessment	Applications involving the loss of a public house, commercial space (Class E), industrial uses and others as set out in Development Plan Policy	The purpose of a Marketing Assessment is to demonstrate that all efforts have been made, and options explored to prevent the loss of buildings and uses that make a valuable contribution to the Borough. The length of the continuous active marketing period and its requirements should be reviewed against the relevant Development Plan Policy for the use. It should generally contain: • details of the company/person who carried out the marketing exercise • the period of time the active marketing process lasted for	London Plan (2021) Policy E1 Offices London Plan (2021) Policy E7 Industrial intensification, co-location and substitution London Plan (2021) Policy HC7 Protecting public houses Lewisham Local Plan (2025) Policy E19 Public houses Lewisham Local Plan (2025) Policy C11 Safeguarding and securing community infrastructure

		- the asking price and benchmarking to show this is a realistic price/rent for the condition of the site - details of how the site was marketed, including copies of all sales literature, website details and signed and dated photos of signboards - details of the conditions of the building - the terms of sale and/or lease (i.e. any ties on the freehold and leasehold options or restrictive covenants) - copies of all details of approaches and offers with full reasons as to why any offer has not been accepted. - details of community consultation exercises. Particular attention should be provided to the loss (including through change of use or redevelopment) of public houses where the marketing period required is 36 months.	
31. Materials and Architectural Details	All applications that involve operational development	The detailing of a scheme and how that is delivered is key to ensuring that a scheme is capable of being delivered as designed and is of the necessary high quality. Such details, if not considered fully as part of the early design stages, will require the use of conditions and may add time and complexity to a project. This detail is therefore needed upfront within an application. Details of materials set out on plans for approval (not illustrative plans). These plans shall be separate to	The NPPF policies relating to design NPPG on design London Plan (2021) Policy D3 Optimising site capacity through the design-led approach London Plan (2021) Policy D4 Delivering good design

		the Design and Access Statement. The details shall include: • bay studies and strip sections at 1:20 or an appropriate scale when reviewed digitally, showing key architectural features such as façade details; windows - reveal depths, cills, etc.; balconies (if proposed) and any other architectural detailing • key junctions of materials at 1:20 or an appropriate scale when reviewed digitally. Clear, identified precedents with high resolution photographs (with the name and address/location of the development) for the proposed materials, in addition to a materials palette should be provided to support this within the design and access statement.	Lewisham Local Plan (2025) Policy QD1 Delivering high quality design in Lewisham
32. Noise and Vibration Impact Assessment (see also ventilation and extract statement)	All applications which would result in noise sensitive uses being located near to noise generating uses; or uses which involved noise generating systems/plant machinery	The purpose of this assessment is to ensure existing and proposed noise sensitive uses are not unduly negatively impacted by noise generating uses. This is either through the introduction of noise generating uses to an area, or introduction of noise sensitive uses to an area. The assessment shall include: • the necessary surveys undertaken on a weekday and night and for the duration of a weekend, in consultation with nearby noise generating uses to ensure a 'typical' noise environment is surveyed	The NPPF policies relating to noise pollution and agent of change NPPG on noise London Plan (2021) Policy D13 Agent of Change London Plan (2021) Policy D14 Noise Lewisham Local Plan (2025) Policy QD7 Amenity and agent of change Relevant British Standards guidance. WHO Guidelines for Community Noise (1999)

		the relevant assessment methodology and be undertaken by a qualified professional against the WHO guidelines. Mechanical plant that noise levels must be at least 5 dB below the existing background level at the nearest noise-sensitive receptor, in accordance with BS 4142 and local standards. If there is uncertainty regarding the surveys required for a particular development, this should be discussed with officers at pre-application stage	The Council's Good Practice Guide: Control of Pollution and Noise from Demolition and Construction Site
33. Open Space Assessment	All applications that propose the loss of open space (as defined in the Lewisham Local Plan) This is a national policy requirement set out in policy HC7.	Access to high quality, open space is crucial for the wellbeing of existing and future residents, and therefore the loss of open space will generally be resisted. Where the loss of open space is proposed, the following must be provided: - details of existing open space in the vicinity of the site - details of any open space lost as a result of the development (in sqm) - details of the area of any open space proposed by the development (in sqm) - details of the type of open space provided by the development and how it will meet the Open Space standards and targets set out in the Council's Open Spaces Assessment	NPPF policies relating to open space and recreation. London Plan (2021) Policy G3 Metropolitan Open Land London Plan (2021) Policy G4 Open Space The Council's Open Spaces Assessment (January 2020) Lewisham Local Plan (2025) Policy GR1 Green infrastructure and Lewisham's Green Grid. Lewisham Local Plan (2025) Policy GR2 Open space Lewisham Local Plan (2025) Policy GR5 Urban greening and trees

- any necessary mitigation – this may include financial contributions to enhance routes to existing open space or to improve the space.

If proposals include the loss of open space, it is strongly recommended that this is discussed with officers at pre-application stage.

National policy HC7 sets out that development proposals should not result in the loss of existing open space, sports and recreational buildings and land, including playing fields, other formal and informal play space and allotments, unless:

- a. An assessment has been undertaken which has clearly shown the open space, buildings or land to be surplus to requirements; or
- b. The loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality, in a location which offers comparable or improved accessibility for the community it serves; or
- c. The development is for public service infrastructure, and the resulting loss would be replaced by equivalent or better provision in terms of quantity and/or quality; or
- d. The development is for alternative open space, sports and recreational buildings and land, the benefits of which clearly outweigh the loss of the current or former use.

34. Parking Design and Management Plan (PDMP's) (Outline)	Where car, motorcycle and/or bicycle spaces are proposed or where a development will impact existing parking provision	In order to ensure that car parking functions in a safe manner that minimises carbon emissions an outline parking management should be submitted. This should include: - the number of car, motorcycle and cycle spaces proposed indicating how the car parking will be designed and managed, with reference to Transport for London guidance on parking management and parking design - details of measures to manage their use (i.e. ensuring that informal parking does not take place in any other areas of the site not dedicated as parking spaces) - details of measures to control potential on-street parking - details of monitoring and review (in relation to car and/or cycle parking).	London Plan (2021) Policy T4 Assessing and mitigating transport impacts London Plan (2021) Policy T6 Car parking London Plan (2021) Policy T5 Cycling London Plan (2021) Policy D8 Public realm Lewisham Local Plan (2025) Policy TR4 Parking TfL guidance on parking management and parking design
35. Planning Statement	All applications. This is a national policy requirement set out in policy DM1 in the NPPF.	A planning statement identifies the context and need for a proposed development and includes an assessment of how the proposed development accords with development plan policy and relevant material considerations such as national planning policy. The level of detail should be proportionate to the development proposal. Submissions which just list the policies without providing the required commentary will not be considered as valid. Submissions which do not address the current development plan will also not be considered as valid.	Relevant Development Plan Policies at London wide and local level. Relevant NPPF policies and NPPG Any case law that is relevant to the proposed development

Where a Marketing Assessment is required, the Planning Statement should provide an overview of the exercise and demonstrate the acceptability of the approach and proposed loss assessment, or that fail to address the adopted Development Plan, will not be considered valid.

National policy DM1 sets out that major development should:

- a. Be informed by early engagement with neighbours and the local community, as well as with the local planning authority, statutory consultees, infrastructure providers, registered providers of social housing and other relevant bodies where appropriate, to identify and seek to resolve key planning matters prior to the submission of a planning application. This pre-application engagement should be proportionate to the nature of the proposal and those likely to be affected by it; and
- b. Be accompanied by a concise planning statement setting out:
 - i. How the development proposal is consistent with relevant development plan and national decision-making policies;
 - ii. The outcome of pre-application engagement and the extent to which the proposal has changed in response to this engagement; and
 - iii. The proposed use of any planning obligations to make the proposal acceptable in planning terms.

36. Retail Impact Assessment (RIA)	Major applications for retail and leisure development uses involving 500 sq.m of gross floorspace or more at edge-of-centre and out-of-centre locations. This is national policy set out in TC4	This assessment is to ensure the vitality and viability of town centres is retained and not unduly impacted by the proposal. In terms of an impact assessment, this should include an assessment of: - the impact of the proposal on existing, committed and planned public and private investment in a centre or centres in the catchment area of the proposal - the impact of the proposal on town centre vitality and viability, including local consumer choice and trade in the town centre and wider area, up to five years from the time the application is made For schemes where the full impact will not be realised in five years, the impact must also be assessed up to ten years from the time the application is made. RIAs should be proportionate to the nature and scale of development. National policy TC4 sets out that in circumstances where an impact assessment is required, it should be demonstrated that the development would be unlikely to have a significant adverse impact on: - Existing, committed and planned public and private investment in a town centre or centres in the catchment area of the proposal; and - Town centre vitality and viability, including local consumer choice and trade in the town centre and	Relevant NPPF policies on town centres NPPG on town centres and retail London Plan (2021) Policy SD7 Town centres Lewisham Local Plan (2025) Policy EC12 Town centre network and hierarchy. The Council's up to date retail capacity study.
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		the wider retail catchment (as applicable to the scale and nature of the scheme).	
37. River Impact Study	Any proposal for a site adjoining or in close proximity to the River Ravensbourne, Pool, Thames and Quaggy (including Deptford Creek) in addition to any ordinary watercourses designated by the LLFA.	Any undue overshadowing of waterspace can be detrimental to ecology and the amenity value of waterspace and it is therefore necessary to provide information demonstrating the likely impact of a development. A development can enhance the use, enjoyment and setting of a River by integrating land and water, opening up access to, from and along the river, exploring the added value and use of water space; and viewing the waterway, cycle paths and environs as part of the public realm to unlock the economic, environmental and social benefits of the river. The study should: • show water features on location and site/block plans including rivers and culverts • provide a Daylight & Sunlight Assessment (see specific guidance for Daylight/Sunlight assessments) • demonstrate how the development has sought to enhance the use, enjoyment and setting of the river (including details of any river restoration projects) • sites which adjoin a River must also include plans showing proposed River enhancements, including in-channel enhancements as appropriate.	London Plan (2021) Policy SI 16 Waterways use and enjoyment London Plan (2021) Policy SI 17 Protecting and enhancing London's waterways Lewisham Local Plan (2025) Policy SD9 Lewisham's waterways The Council's River Corridor Improvement Plan SPD (September 2015)

		See also the Biodiversity Net Gain requirements as proposals adjoining or in close proximity to rivers will likely require a river assessment for BNG. Any improvements to a river should be discussed at pre-application with officers in collaboration with the Environment Agency, Marine Management Organisation, and Port of London Authority, as appropriate.	
38. Schedule of Accommodation	All applications where residential, student or shared living accommodation is proposed	This should: • identify each residential dwelling, its total size and the size of; private external amenity space, bedrooms, living rooms, kitchens (or LKDs), and storage. • identify their tenure and whether the dwelling is M4(3) or M4(2) compliant. The residential units must be numbered so that they can be cross referenced to the proposed floor plans.	London Plan (2021) Policy D6 Housing quality and standards London Plan (2021) Policy D7 Accessible housing London Plan (2021) Policy H10 Housing size mix Lewisham Local Plan (2025) Policy HO1 Meeting Lewisham's housing needs
39. Sequential Test	Applications for town centre uses which are located on the edge or outside designated centres	This assessment is to ensure the vitality and viability of town centres is retained and not unduly impacted by the proposal. In terms of the sequential test: • it must be demonstrated that there are no suitable town centre sites where the proposal could instead be located • if no suitable town centre sites are available or expected to become available within a reasonable period, consideration should be given to sites on the edge-of-centres that are,	NPPG on town centres and retail London Plan (2021) Policy SD7 Town centres: development principles and Development Plan Documents Lewisham Local Plan (2025) Policy EC11 Town centres at the heart of our community Lewisham Local Plan (2025) Policy EC12 Town centre network and hierarchy

		or can be, well integrated with the existing centre, local walking and cycle networks, and public transport out-of-centre sites should only be considered if it is demonstrated that no suitable sites are (or are expected to become) available within town centre or edge of centre.	Lewisham Local Plan (2025) Policy EC13 Optimising the use of town centre land and floorspace The Council's up to date retail capacity study
40. Site Contamination Assessments	All applications where groundworks will take place or works are proposed to potentially hazardous buildings. This is a national policy requirement set out in policy P2	Where relevant, to assess potential site contaminants, a Preliminary risk assessment (PRA) (Phase 1 Study) should be submitted to identify the level of risk of contamination on the site and adjacent land. This should include: - a description of the site and the scope of the site inspection - a full review of historical land use and the potential for contamination, contaminant type and characteristics - details of consultation with the relevant regulatory authorities - an outline Conceptual Site Model (CSM) identifying potential risks. The report must be undertaken by a competent person. National policy P2 sets out that adequate site assessment information, prepared by a competent person should be available to inform considerations including ground conditions, including any risks arising from land instability or contamination and the extent to which any such risks can be mitigated, and	Part IIA of the Environmental Protection Act 1990; The Council's 'Guide to dealing with contaminated land through the planning regime' available on the website. NPPF policies on land contamination and pollution Lewisham Local Plan (2025) Policy SD11 Ground conditions

		the potential impacts on the natural environment arising from remediation.	
41.Statement of Community Engagement	All applications.	The statement shall include: • information on how the applicant has complied with the requirements for pre-application consultation set out in Lewisham's adopted Statement of Community Involvement • how the views of the local community have been sought and taken into account in the formulation of development proposals • identification of the number and type of engagements and number of attendees at those engagements. This could form a section of the Design and Access Statement / Planning Statement Pre-application engagement with the Council, whilst welcomed, should not be only the engagement that the applicant sets out within the statement and there is an expectation engagement with the wider community is undertaken prior to an application for planning permission being submitted.	The Local Planning Authority's Statement of Community Involvement. NPPF policies relating to pre-application engagement. NPPG on pre-application engagement
42. Structural Survey	Applications which involve significant works to existing buildings (primarily of historic significance)	The survey shall describe, explain and illustrate: • the current condition of the property • the structural problems • the options for and cost of repair of the building,	The NPPF policies relating to the historic environment NPPG on the historic environment London Plan (2021) Policy HC1 Heritage Conservation and Growth

	including basements.	a methodology for undertaking the proposed demolition works A statement demonstrating how harm to the historic fabric of the building will be minimised as a result of the proposed works. The survey shall be prepared by a suitably qualified professional, experienced in working with heritage buildings (or other if not heritage related).	Lewisham Local Plan (2025) Policy QD8 High-quality housing design Lewisham Local Plan (2025) Policy QD9 Building alterations, extensions and basement development Lewisham Local Plan (2025) Policy HE1 Lewisham's historic environment
43. Shopping Area Impact Statement	Development proposals for Class E and main town centre uses which do not contribute to the retail function of the Primary Shopping Area (PSA).	The Shopping Area Impact Statement must demonstrate that the development, whether individually or cumulatively, will support the retail function of the PSA and will not result in an unacceptable adverse impact on it by: - protecting the vitality, viability, vibrancy and character of the PSA, including by ensuring that a range of consumer goods remain available within it, taking into account the role and function of the centre in the hierarchy - providing an appropriate main town centre use at the ground floor level that will attract visitors and generate footfall within the PSA - providing positive frontage along with an active ground floor frontage in order to ensure that there is no excessively harmful break between retail uses - ensuring local amenity is not unreasonably harmed by increased noise, odour, fumes and other nuisances.	London Plan (2021) Policy SD7 Town centres: development and Development Plan Documents Lewisham Local Plan (2025) Policy EC14 Major and District Centres

44. Student Accommodation:Site Management and Maintenance Plan (Outline)	Required for all applications proposing Purpose Built Student Accommodation	The plan as a minimum should set out details of: • day-to-day management • access and details of security • communal area management (including but not limited to management of shared amenity spaces) • ongoing maintenance • individual room management • facilities and services on-site for the use of residents (including laundry services and refuse management) • tenancy agreements (and details (if applicable) of how the development would be used when not occupied by students outside of term time) • moving in and moving out strategy • procedures for dealing with anti-social behaviour • procedures in relation to fire and health and safety • community and University liaison (including complaints procedure). A full management and maintenance plan will be secured by condition/ legal agreement as appropriate	London Plan (2021) Policy H15 Purpose-built student accommodation Lewisham Local Plan (2025) Policy HO7 Purpose-built student accommodation LPG Purpose Built Student Accommodation
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45. SUDS Strategy	All applications This is a national policy requirement set out in policy F8	The SUDs strategy should detail how surface water runoff and waste water arising from the development of the site will be managed, including the following: • a plan of the existing site • a topographical plan of the area • plans and drawings of the proposed site layout identifying the footprint of the area being drained (including all buildings, access roads and car parks) • the controlled discharge rate for a 1 in 1-year event and a 1 in 100-year event (with an allowance for climate change), this should be based on the estimated greenfield runoff rate • the proposed storage volume • information on proposed SuDS measures with a design statement describing how the proposed measures manage surface water as close to its source as possible and follow the drainage hierarchy in the London Plan • geological information including borehole logs, depth to water table and/or infiltration test results • details of overland flow routes for exceedance events • a management plan for future maintenance. National policy F8 sets out that for development proposals which could affect drainage on or around the development site should submit a statement	NPPF policies relating to drainage London Plan (2021) Policy SI 13 Sustainable drainage Lewisham Local Plan (2025) Policy SD8 Sustainable drainage Non-Statutory Technical Standards for SuDS
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		outlining how the national SuDS standards have been achieved for development proposals which could affect drainage on or around the development site.	
46. Tall Building Statement	All applications for tall buildings	The following documents are required to be submitted for a proposal for a tall building: • a Townscape and Visual Impact Assessment ((TVIA) - which assesses the proposed development from relevant local and strategic designated views and analyses the historic and emerging site context of development to establish important undesigned local views. Views provided should be verified Accurate Visual Representations (AVRs). • a Heritage Impact Assessment (as a separate document to the TVIA) • a VU.City Model • a wind micro-microclimate study. The type of assessment required will depend on the height of the building proposed and should be discussed with officers at pre-application stage. Tall buildings of 30 metres or more are likely to require either Wind Tunnel testing or Computational Fluid Dynamics (CFD) Simulations • the assessment should be prepared by a suitably qualified wind engineer using the relevant assessment methodology.	London Plan (2021) Policy D9 Tall Buildings London Plan (2021) Policy D3 Optimising site capacity through the design-led approach London Plan (2021) Policy HC1 Heritage Conservation and Growth Lewisham Local Plan (2025) Policy QD8 Building heights Lewisham Local Plan (2025) Schedule 12: Tall Building Suitability Zones GLA Planning Practice Note – Heritage Impact Assessments and the Setting of Heritage Assets Historic England Tall Buildings Advice Note 4

47. Transport Statement/Assessment (TS/TA)	All applications which will generate significant amounts of movement. This is a national policy requirement set out in policy TR6.	A Transport Assessment or Transport Statement (depending on the extent and significance of the transport issues involved) should be proportionate to the nature and scale of the development and provide details of the likely impacts on traffic movement and highway safety, enabling transport impacts to be assessed and monitored. It should assess access by sustainable transport modes and identify measures to improve access by public transport, walking and cycling, reduce reliance on private car use and associated parking demand, and mitigate any transport impacts arising from the development. TfL provides comprehensive guidance on the preparation of Transport Assessments and Transport Statements. National policy TR6 sets out that transport assessments and statements, and travel plans, should reflect the transport vision for the development and the transport strategy for the area in which it is located, and how these are intended to be achieved. In assessing movement patterns and potential impacts, including whether they are considered to be severe, reasonable future scenarios should be considered, taking into account impacts at relevant times of the day, potential cumulative impacts, multimodal trip generation and the promotion of sustainable modes of travel, and realising the transport vision for the development itself. Development proposals should be considered	London Plan (2021) Policy T4 Assessing and mitigating transport impacts London Plan (2021) Policy T6 Car parking London Plan (2021) Policy T5 Cycling London Plan (2021) Policy D8 Public realm Lewisham Local Plan (2025) Policy Sustainable transport and movement NPPF policies relating to transport
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		having regard to these potential impacts and the other policies in this Framework which are relevant (including TR3, TR4 and DP3(2)(d)).	
48. Travel Plan (Framework)	All applications This is a national policy requirement set out in policy TR6.	Travel Plans are an important tool to support moving away from car usage and towards more sustainable forms of transport, including walking and cycling. The Travel Plan should identify how travel to the development will be managed. It must contain proposals to manage sustainably the levels of movement generated with the aim of reducing the environmental impact of vehicles, and promote public transport, walking and cycling opportunities for all users. For all travel plans clear targets must be provided against which the success of the travel plan will be measured at identified intervals. National policy TR6 sets out that a travel plan should indicate how sustainable transport objectives will be delivered, monitored and managed over time.	NPPF policies relating to transport London Plan (2021) Policy T4 Assessing and mitigating transport impacts Lewisham Local Plan (2025) Policy TR1 Sustainable transport and movement TfL guidance on travel plans

49. Tree Survey, Arboricultural Method Statement and Arboricultural Impact Assessment (including Tree Protection Plan)	All applications where trees have the potential to be impacted.	The tree survey and constraints plan is an appraisal of the pre-construction arboricultural situation that includes an assessment of tree quality. The arboricultural impact assessment (AIA) is required to quantify and suggest solutions to minimise the impacts to trees and must include a tree retention/removal plan. CAVAT values should be provided for any trees that are proposed to be lost as a result of the proposed development in accordance with up-to-date guidance. If the impacts identified require tree protection or identify special working methods within the root protection area of retained trees, an arboricultural method statement (AMS) and tree protection plan to BS 5837:2012 are also required. Where changes in ground level are proposed within RPA's, sections will be required A Tree Survey/ AIA must include a plan which clearly shows the location of all trees on a site, including those to be retained/ removed. It should also include a tree constraints plan overlaid with the proposed development layout.	NPPF policies relating to trees London Plan (2021) Policy G1 Green infrastructure London Plan (2021) Policy G5 Urban greening London Plan (2021) Policy G7 Trees and woodlands Lewisham Local Plan (2025) Policy GR5 Urban greening and trees Relevant British Standards relating to the Assessment and Statement required.
50. Urban Greening Factor Statement	All applications.	The statement should follow the requirements set out in London Plan (2021) Policy G5 Urban greening. Applications must achieve the minimum UGF set out within the policy. In order to demonstrate this the following should be provided at application stage:	London Plan (2021) Policy G5 Urban greening Lewisham Biodiversity and Planning Guidance

		• an assessment and calculation of the Urban Greening factor (UGF) to be implemented • fully detailed plans (to scale) showing and stating the area of the living roof. This should include any contoured information depicting the extensive substrate build up and details of how the roof has been designed to accommodate any plant, management arrangements, and any proposed photovoltaic panels and fixings. • a scaled section through the actual roof (i.e. not a generic section of a living roof) showing the details of the extensive substrate base and living roof components. • details of the proposed plug planting and seed composition and planting methodology. • a statement outlining a management strategy detailing how the living roof would be maintained and monitored for a period of at least 5 years post installation Where living roofs are proposed in order to achieve a compliant UGF, the Council favour specifically designed & locally appropriate biodiverse living roof systems and will resist the use of homogenous mat based living roof products.	
51. Ventilation / Extraction Statement (see also noise and	Applications where ventilation and extraction	Where a flue is necessary to support the use of a premises, its location of such flues need to be carefully considered at an early stage to ensure that it is capable of being provided in a manner that	See 'Noise and Vibration Impact assessment'

vibration impact assessment)	equipment is proposed	would not have an adverse impact visually, on occupiers of neighbouring properties. This should include: - plans to scale showing the position and design of ventilation and extraction equipment. - full manufacturers details of the equipment proposed including odour abatement techniques - a Noise and Vibration Impact Assessment (see Noise and Vibration Impact Assessment requirements).	Lewisham Local Plan (2025) Policy QD8 High-quality housing design Lewisham Local Plan (2025) Policy QD8 High-quality housing design
52.Viability Assessment//Statement Required for any major application proposing 10 or more residential units, including Purpose-Built Student Accommodation or Purpose-Built Shared Living Accommodation (unless the proposed scheme is providing a policy compliant level of development contributions and/ or qualifies for the ‘Fast Track’ route as set out in the London Plan (2021) or other relevant guidance/policy published by the Government or Mayor of London.		Viability assessments are required to: - determine the maximum amount of affordable housing or workspace that can be viably delivered on-site; - assess whether the loss of certain uses is justified on viability grounds; - establish build costs so officers can confirm the proposal is deliverable as designed. The assessments should assess the development as proposed in the planning application and should contain detailed information on the following: - development value - scheme details and development programme - build and other costs	NPPF policies relating to affordable housing and viability including policy DM5. London Plan (2021) Policy H4 Delivering affordable housing London Plan (2021) Policy H5 Threshold approach to applications London Plan (2021) Policy H6 Affordable housing tenure London Plan (2021) Policy H15 Purpose-built student accommodation London Plan (2021) Policy H16 Large-scale purpose-built shared living London Plan (2021) Policy H11 Build to Rent

• where the deliverability of the scheme as designed needs to be understood • proposing a reduction in existing housing numbers on the site • proposing the demolition of, or substantial harm to, a designated or undesignated heritage asset • where the viability of the existing use is a material consideration where a non-employment use is proposed on a non-designated employment site to enable employment related development • where the required amount of affordable workspace is not provided A viability statement will be required for major applications proposing change of use of public houses. Appendix 5 sets out further information on the requirements for this.	• development profit • benchmark land value • planning contributions • development finance. An appraisal of the proposed scheme, as well as any counterfactual scenarios should be provided. Where Benchmark Land Value reflects an Alternative Use Value, include a corresponding appraisal. All appraisals should use recognised modelling software (e.g., Argus Developer) and be submitted in a fully editable format to allow complete review of costs, values, inputs, outputs, calculations, and assumptions. Evidence supporting all inputs and assumptions made should be set out clearly within the assessment. Construction cost estimates must be supported with an elemental Cost Plan prepared by a Chartered Quantity Surveyor. The assessment should also include a declaration from assessors that the Financial Viability Assessment has been undertaken objectively, impartially and without interference. It must also include confirmation of the instruction, a statement to confirm no conflicts of interest exist and a non-contingent fee statement. Where an assessment concludes that a scheme generates a financial deficit, it should demonstrate how the scheme is deliverable.	Lewisham Local Plan (2025) Policy H03 Genuinely affordable housing Lewisham Local Plan (2025) Policy EC8 Non-designated employment sites Lewisham Local Plan (2025) Policy EC10 Workplace training and job opportunities Lewisham Local Plan (2025) Policy EC12 Town centre network and hierarchy Lewisham Local Plan (2025) Policy EC19 Public houses Lewisham Local Plan (2025) Policy CI1 Safeguarding and securing community infrastructure The Mayor of London's Affordable Housing & Viability Supplementary Planning Guidance (SPG) The Council's planning obligations SPD
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		In submitting viability information, applicants should do so in the knowledge that this will be made publicly available alongside other application documents unless it is demonstrated at time of submission that withholding such information meets the tests in the Freedom of Information Act 2000 (FOIA) or exceptions of the Environmental Information Regulations 2004 (and any act superseding this). The applicant is required to cover the Council's costs in procuring external viability consultants and associated advice (such as with respect to construction costs or valuations) to review the submitted viability information.	
53. Workspace Management Plan (Outline)	Applications where affordable workspace is proposed	Affordable workspace should usually be provided on-site. The policy sets out three options for delivering workspace to ensure it is appropriately secured and managed. A Workspace Management Plan should provide details of how the space has been designed to be suitable for occupation by small and medium- sized enterprises, considering the requirements of established and emerging creative businesses, including the provision of related ancillary facilities. Lewisham's Affordable Workspace Strategy (May 2023) outlines the types of spaces and delivery approaches required across the borough and should inform the preparation of Workspace Management Plans.	London Plan (2021) Policy E3 Affordable workspace Lewisham Local Plan (2025) Policy EC4 Affordable workspace Lewisham Affordable Workspace Strategy (May 2023)