

Slough Borough Council

Information needed	Details
Report To:	Planning Committee
Date:	4 th September 2025
Subject:	Draft Local Validation List (LVL)
Chief Officer:	Daniel Ray, Chief Planning Officer and Director of Planning Services
Contact Officer:	Neetal Rajput, Head of Development Management
Ward(s):	All
Exempt:	No
Appendices:	Local Validation List, Draft for Consultation (September 2025)

1. Summary

1.1 This report is for Members to note.

1.2 A Local Planning Authority (LPA) is required to maintain a Local Validation List that serves the following purposes:

- It provides a clear and accessible guide for residents and applicants on the process of submitting a planning application.
- The list should include validation requirements that are relevant, necessary, and material to the specific type and scale of development proposed.
- It offers detailed guidance on the level and type of information required to accompany a planning application, thereby ensuring transparency and reducing uncertainty for applicants.
- The Local Validation List must align with the provisions of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) and reflect current best practice as set out in the Planning Practice Guidance (PPG).

1.3 **Recommendation:**

1.4 Planning Committee is requested to note that the draft Local Validation List (at Appendix 1) which will be out for consultation for six weeks which starts on the 15 September 2025 until 26 October 2025.

2. Report

Background

- 2.1 The Local Validation List outlines both the national and local information requirements for submitting a planning application within the borough. It specifies the documents, plans, and supporting technical assessments — such as Noise Impact Assessments, Heritage Statement, and other relevant reports — that must accompany an application.
- 2.2 The purpose of the LVL is to ensure that all necessary information is provided to:
 - Validate the application at the point of submission;
 - Assess the proposal accurately and efficiently;
 - Determine the application in a transparent and informed manner.
- 2.3 By clearly identifying the required information, the Local Validation List helps ensure that decision-makers, statutory consultees, members of the public, and other stakeholders have a full understanding of what is being proposed. This promotes consistency, clarity, and confidence in the planning process. The Local Validation List can be used by anyone who wishes to submit an application to the Council. We are consulting on this draft as part of the process to adopt it. At the end of the consultation period, all comments received will be reviewed and considered. The LVL will then be updated as necessary and formally adopted and published on the Council's website.
- 2.4 The Local Validation List ensures that the validation requirements are justified and supported by policies in the National Planning Policy Framework, the policies in the Council's adopted development plan - The Slough Local Development Framework, Core Strategy 2006 - 2026, Development Plan Document, December 2008 and the Adopted Local Plan for Slough 2004 and any other relevant legislation. Whilst there are national mandatory requirements, and certain information is provided within the planning application form, Section 62(b) of the Town and Country Planning Act 1990 enables the Local Planning Authority to require the submission of other information or particulars.
- 2.5 The Local Validation List clearly sets out the requirements for the most common types of planning applications, it has guidance notes and useful links to ensure that it is a user-friendly document. It helps to ensure applicants provide enough information for the Council to validate and properly assess a planning proposal against existing local and national planning policies. We are working on the website which will help navigate the requirements with ease, ensuring that it is accessible.
- 2.6 Having a Local Validation List will enable a smooth, efficient process from validation and will improve the quality of submissions for anyone that submits an application. At present, the Council does not have an adopted Local Validation List and relies on the national requirements set out in the Development Management Procedure Order 2015. A draft Local Validation List has been prepared and is available for consultation in Appendix 1.

- 2.7 In preparing the Local Validation List, regard has been had to the requirements of the National Planning Policy Framework (NPPF) and accompanying Planning Practice Guidance (PPG) as well as the Council's resident engagement expertise, Equalities Act 2010, Data protection and Accessibility duties.

Summary

- 2.8 The draft LVL will be consulted on for 6 weeks and be updated as necessary. The final LVL will be adopted and then be published on the Council's website.

3. Implications of the Recommendation

3.1 Financial implications

This document has been prepared in house; no additional resources or costs are required.

3.2 Legal implications

It is a statutory requirement to have an adopted LVL.

3.3 Environmental implications

No direct implications.

3.4 Equality implications

Equalities Impact Assessment Screening was prepared and the LVL will be accessible, ensuring that it complies with the requirements of Equalities Act 2010.

Appendix 1

Local Validation List, draft for consultation (September 2025).