

Annex 1 – Minerals-related Development

The policy drivers for all the subjects listed are the [Surrey Minerals Plan Core Strategy Development Plan Document](#), [Primary Aggregates Development Plan Document](#), the [Aggregates Recycling Joint Development Plan Document](#), and the [Surrey Minerals Plan Minerals Site Restoration Supplementary Planning Document](#); relevant Borough or District Local Plans, the [National Planning Policy Framework](#) and the [National Planning Policy Practice Guidance](#). Specific policies or paragraphs of these policy drivers may be detailed within a specific subject when relevant.

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1. Planning Statement

Required for the following applications:

- 1.1 Mandatory for all planning applications.
- 1.2 The extent of the information required will be site/planning application specific.

Policy and Guidance:

- [Surrey Minerals Plan Core Strategy Development Plan Document including Surrey Aggregate Recycling Joint Development Plan Document.](#)
- [Planning Practice Guidance: determining an application](#)
- [Surrey County Council Annual Monitoring Report \(AMR\)](#)
- [Surrey County Council Local Aggregate Assessment](#)
- [Surrey County Council Aggregates Monitoring Update](#)

What you must provide:

- 1.3 Where relevant the planning statement should set out the context and justification for the development, including:
 - A comprehensive site description setting out the physical features of the site and its surroundings.
 - A description of any use, planning designations, environmental designations, or physical constraints ie nearby housing.
 - Context and need for the development. ie existing demand, projected future demand, expected annual tonnage for the proposal, how the proposal would contribute towards the landbank.
 - Information on the geology and topography of the site identifying where relevant land stability, water table levels, ground conditions including surface water drainage, and any geological or geomorphological features adjacent to the site. Topographical information should provide spot heights and contours for the application site and surrounding area.
 - Details on boundary treatment should include height, location and specification of screen bunds and fencing.
 - Identification of any international, national, and local environmental and planning designations and physical constraints applicable to the application site and surrounding land eg Special Protection Area (SPA), Special Area of Conservation (SAC), Sites of Special Scientific Interest (SSSI), highways, water courses, housing, Listed Buildings, Area of Outstanding Natural Beauty (AONB), public footpaths, Ancient Semi-Natural Woodland, Flood Zone(s) etc.
 - Identification and discussion of National planning policy and guidance, Development Plan policy, and any other material considerations applicable to the proposal justifying why planning permission should be granted.
 - Summaries of any supporting and technical information submitted as part of the application, including relevant key development criteria for preferred areas/areas of search identified in the Surrey Minerals Plan Core Strategy and Primary Aggregates DPDs and Aggregates Recycling Joint DPD.
 - An assessment of the cumulative effect of the proposal in combination with other existing or permitted development in the vicinity.
 - Restoration and aftercare including landfilling: please see Landfill and Restoration and Aftercare (Section 6). A summary of this can be included in this Statement.
- 1.4 Details of consultations with the County Planning Authority and wider community [to include parish councils, resident associations and action groups]/statutory consultees

undertaken prior to submission and to demonstrate that regard has been taken to ensure that individuals and hard to reach groups are not discriminated against because they share certain protected characteristics as set out in the [Equality Act 2010](#).

- 1.5 Proposals may involve a combination of mineral and waste management development and if this is the case, the planning statement should address both. The subjects listed can be incorporated within the Planning Statement or can be submitted as individual, supporting documents as appropriate.

2. Green Belt Statement

Required for the following applications:

- 2.1 Where the application site lies within the Green Belt, a Green Belt Statement should be submitted.

Policy and Guidance:

- [National Planning Policy Framework: Protecting Green Belt Land](#)
- [Surrey Minerals Plan Core Strategy Development Plan Document Policy Key Spatial Environmental Considerations – Green Belt](#)
- [The County Planning Authority's Alternative Site Assessment Advice Note \(PDF\)](#)
- [Surrey County Council Annual Monitoring Report](#)
- [Green Belt - GOV.UK](#)

What you must provide:

- 2.2 Need to demonstrate that the proposal meets the definition of appropriate Green Belt development or whether it is considered to be inappropriate development. In the case where the proposal is inappropriate development in the Green Belt, you will need to demonstrate the factors that (alone or in combination) amount to very special circumstances which clearly outweighs the harm by reason of inappropriateness and any other harm. In all cases you should explain the impact of the proposal on the visual and spatial openness of the Green Belt and whether the proposal conflicts with the purposes of the Green Belt.
- 2.3 The five purposes of the Green Belt are:
- To check the unrestricted sprawl of large built-up area.
 - To prevent neighbouring towns merging into one another.
 - To assist in safeguarding the countryside from encroachment.
 - To preserve the setting and special character of historic towns.
 - To assist in urban regeneration, by encouraging the recycling the derelict and other urban land.
- 2.4 An alternative site assessment may be required to demonstrate why the proposal cannot be sited beyond the Green Belt. The alternative site assessment should cross refer to the County Planning Authority's Alternative Site Assessment advice note.

3. Air Quality

3.1 Air Quality Assessment

Required for the following applications:

- 3.1.1 Where development as defined by the Environmental Protection UK (EPUK) – Institute of Air Quality Management (IAQM) guidance (or subsequent updates):
- Is to be located within or adjacent to an Air Quality Management Area (AQMA) or;
 - Is likely to generate significant vehicle movements; or
 - Would involve the construction of a new chimney stack.

Policy and Guidance:

- [Department for Environment Food, and Rural Affairs policy guidance and technical guidance.](#)
- [Defra TG \(16\) guidance](#)
- [Environment Agency guidance](#)
- [Planning Practice Guidance: Air quality](#)
- [IAQM guidance](#)
- Land-Use Planning and Development Control: Planning for Air Quality
- Guide to the assessment of air quality impacts on designated nature conservation sites

What you must provide:

- 3.1.2 Assessment of vehicle emission air quality impacts on local sensitive receptors, with mitigation measures and/or compensation measures identified. Traffic pollutants most likely to have local significance are nitrogen dioxide (NO₂) and suspended particulate matter (PM_{2.5} and PM₁₀). To be carried out in accordance with EPUK-IAQM and Defra TG (16) guidance. To cover impacts from vehicles at the construction phase and the operational phase whenever the indicative thresholds in the EPUK-IAQM guidance are to be exceeded [indicative minimum threshold or HDV flows (AADT) of 25 within/adjacent to AQMA, or 100 elsewhere; LDV flows (AADT) of 100 within/adjacent to AQMA, or 500 elsewhere.
- 3.1.3 In situations where the emissions are released close to buildings with relevant receptors, or where the dispersion of the plume may be adversely affected by the size and/or height of adjacent buildings (including situations where the stack height is lower than the receptor) then consideration will need to be given to potential impacts at much lower emission rates.

3.2 Construction Dust Assessment

Required for the following applications:

- 3.2.1 Where development is to be located within an AQMA.
- 3.2.2 Where development proposal is likely to generate dust and human and ecological sensitive receptors are within 350m from the site or within 100m from construction road route.

Policy and Guidance:

- [IAQM guidance](#)

- Guidance on the Assessment of Mineral Dust Impacts for Planning (May 2016 or subsequent revisions)
- Guidance on the assessment of dust from demolition and construction (Version 1.1 or subsequent revisions).
- Land-Use Planning and Development Control: Planning for Air Quality
- [Planning Practice Guidance: Air quality](#)

What you must provide:

- 3.2.3 Construction-phase dust impacts should be assessed using a methodology based on the good-practice approach described in *IAQM's Guidance on the assessment of dust from demolition and construction* (version 1.1 or subsequent revisions), to estimate the impacts of both PM10 and nuisance dust, together, through a single risk-based assessment procedure.
- 3.2.4 The controls and mitigation that will be applied to avoid adverse impacts should be stated, based on the same IAQM guidance.
- 3.2.5 Monitoring should be based on the separate IAQM Guidance on Air Quality Monitoring in the Vicinity of Demolition and Construction Sites.

3.3 Operational Dust Assessment

Required for the following applications:

- 3.3.1 A dust assessment is required for any minerals developments where dust emissions are likely to arise. This can be expected to cover the vast majority of applications.
- 3.3.2 The distance criteria in the *IAQM Guidance on the Assessment of Mineral Dust impacts for Planning: Screen the need for detailed assessment* specify whether the dust impact assessment should be a detailed dust assessment or a simple qualitative statement.

Policy and Guidance:

- Please refer to the policy guidance documents detailed for Construction Dust (section 3.2), as well as the following:
- [IAQM guidance](#): Guidance on Monitoring on the Vicinity of Demolition and Construction Sites October 2018

What you must provide:

- 3.3.3 An assessment of the impact of dust on surrounding land users (receptors) is required. The assessment should be based on the IAQM approach described in *Guidance on the Assessment of Mineral Dust impacts for Planning*.
- 3.3.4 The assessment will need to cover nuisance dust deposition impacts; if there are sensitive receptors close by (within 1000m) then the assessment will also need to cover the impacts of suspended particulate matter (PM10).
- 3.3.5 The assessment should state the controls and mitigation that will be applied to avoid adverse impacts, including where necessary: appropriate design and layout of the site; management of the site (eg Dust Management Plans); use of appropriate equipment; appropriate control and mitigation measures; and an appropriate scheme of on-going dust monitoring.

- 3.3.6 Surrey County Council has produced guidance for applicants on what it expects to form a suitable and sufficient dust assessment to support planning applications, the minimum contents of Dust Management Plans to minimise impacts, and the minimum contents of reports of dust monitoring results.

4. Ecology

4.1 Preliminary Ecological Assessment (PEA)

Required for the following applications:

4.1.1 Where the development is:

- likely to affect a designated site;
- in a Site of Special Scientific Interest (SSSI) Impact Risk Zone;
- 0.4 hectare or larger;
- within 100m of, or is likely to, affect a Priority Habitat or Species (See section 4.3 for specific requirements relating to Great Crested Newts).

Policy and Guidance:

- [Conservation of Habitats and Species Regulations 2017 \(as amended\)](#)
- [Wildlife and Countryside Act 1981](#)
- [Surrey Biodiversity Information Centre](#)
- [Surrey Wildlife Trust](#)
- [Chartered Institute of Ecology and Environmental Management \(CIEEM\) - best practice guidelines for Preliminary Ecological Appraisals and Ecological Impact Assessments](#)
- [Natural England – Standing advice for protected species](#)
- [Natural England – SSSI Impact Risk Zones \(PDF\)](#)
- [Magic Website](#)
- [Office of the Deputy Prime Minister \(ODPM\) Circular 06/2005 “Biodiversity and Geological Conservation – statutory obligations and their impact within the planning system” and the Good Practice Guide](#)
- British Standard BS42020 Biodiversity code of practice for planning development
- [Planning Practice Guidance: Natural Environment](#)
- [National Planning Policy Framework: Conserving and enhancing the natural environment \(PDF\)](#)
- [Natural England Standing Advice – Great Crested Newts: Advice for making planning decisions 2022](#)
- [Natural England Standing Advice – Great Crested Newts: District Licensing for development projects](#)
- [Protected species and development: advice for local planning authorities](#)

What you must provide:

- 4.1.2 The PEA provides up-to-date information on habitats on the application site and links to other habitats, species present (or likely to be present), likely impacts, mitigation, and enhancement opportunities. A PEA should also provide an assessment and demonstration of biodiversity net gain, on or offsite. For all but the most minor applications, the PEA should include the results of a search from the Surrey Biodiversity Information Centre. If the PEA has recommendations that further surveys should be carried out, the results of these must be included with the submission documents.
- 4.1.3 It is expected that surveys, data collection and analysis follow the guidance in BS 42020.
- 4.1.4 Please use the timetable guidance for surveys and assessments as outlined in [Protected species and development: advice for local planning authorities](#).

4.2 Ecological Impact Assessment

Required for the following applications:

- 4.2.1 Where the development would:
- Affect natural or semi- natural habitats.
 - Require a protected species survey (See section 4.3 for specific requirements relating to Great Crested Newts).
 - For the demolition or works in the roof space of buildings which may be used by bats

Policy and Guidance:

- Same as PEA (Section 4.1).

What you must provide:

- 4.2.2 Where the PEA identifies the need for habitat and species surveys, these need to be carried out and assessed in an Ecological Impact Assessment (EclA) to establish their presence/absence, the population levels, likely impacts and scheme of mitigation and compensation. The EclA should follow the CIEEM Guidelines for Ecological Impact Assessment. Measures for mitigation, compensation and net gain should be set out in a Biodiversity Mitigation Plan in a way that enables them to be covered by condition.

4.3 Great Crested Newts

Required for the following applications:

- 4.3.1 Planning application sites that lie within the red and amber impact risk zones – as mapped by NatureSpace Partnership.

What you must provide:

- 4.3.2 A Preliminary Ecological Appraisal report providing an initial assessment of any likely impacts on Great Crested Newts, unless you can provide evidence at this stage that impacts on this species are unlikely, in the form of the following:
- Written confirmation that none of the following features are present on site with site photographs to demonstrate the lack of suitable feature:
 - Ponds
 - Ditches
 - Piles of material, including timber, stones, and debris
 - Rough grassland
 - Hedgerows
 - Woodland
 - Scrub
 - Written confirmation that there are no ponds within 500 metres (m) of site.
 - And written confirmation that the access points into the site will not affect any suitable features.
- 4.3.3 If suitable features do exist on site and there are ponds within 500m of the site, then a Preliminary Ecological Appraisal report must be submitted. The main purpose of this will be to assess the habitats present within the sites and all ponds within 500m of the site in order to confirm whether Great Crested Newts are likely to be impacted by proposal and therefore, whether a full survey should be carried out.
- 4.3.4 A full Great Crested Newt survey is not required if the applicant opts to use the Council's District Licence under the scheme administered by NatureSpace.

- 4.3.5 Unless it can be demonstrated that there is no risk of impacts on great crested newts or their habitats (having completed the appropriate level of assessment as described previously), you may need a licence to carry out the proposed development. You can get a licence by:
- Carrying out a full great crested newt survey, providing full details of mitigation as part of your planning application and applying directly to Natural England after planning permission has been approved; or
 - Becoming authorised by Surrey County Council under their district licence via NatureSpace by submitting the relevant NatureSpace documents as part of your planning application.

4.4 Biodiversity Net Gain (BNG)

Required for the following applications:

- 4.4.1 All applications except those exempt from BNG requirements.
- 4.4.2 Please note that the requirement for BNG small sites does not come into force until Spring 2024. Small sites are defined as (i) For residential: Where the number of dwellings to be provided is between one and nine inclusive on a site having an area of less than one hectare, or where the number of dwellings to be provided is not known, a site area of less than 0.5 hectares; (ii) For non-residential: where the floor space to be created is less than 1,000 square metres OR where the site area is less than one hectare.

Policy and Guidance:

- [The National Planning Policy Framework](#)
- [The Environment Act 2021](#)
- [The Town and Country Planning Act 1990 Schedule 7A](#)
- Relevant Borough and District Development Plan Policy
- [The Biodiversity Metric 4.0](#)
- [The Planning Advisory Service](#)
- [Natural England – Biodiversity Net Gain](#)
- British Standard 42020
- British Standard 8683

What you must provide:

- 4.4.3 A 'post intervention' (post development) metric calculations using the Biodiversity Metric 4.0 (or subsequent updates). The metric needs to be accompanied by a technical BNG report containing the methodology including habitat condition results, justification for approach to BNG (following mitigation hierarchy) and any caveats, assumptions, or limitations to the assessment. A UK Hab baseline and post intervention figure must accompany the metric with habitats clearly referenced which correspond to habitats within the BNG report. The report submitted with the planning application will detail how a minimum 10% gain has been met using the Biodiversity Metric and whether BNG is being provided on site, off site or statutory credits (or a combination). A copy of the Biodiversity Metric Assessment (in excel format) must also be provided.
- 4.4.4 If BNG is to be provided off-site, the off-site land should be identified on a site plan and a baseline Ecological Assessment of that land needs to be provided, as well as the proposed ecological enhancements for it. The 'off-site' tab of the BNG metric will need to be completed with all data fields completed. Any caveats / justification required

is to be clearly explained in the accompanied BNG report and in the 'Assessor comments' field of the BNG metric.

- 4.4.5 In addition, an Ecological Impact Assessment still needs to be carried out on the site to be developed in order to calculate the amount of mitigation required by the off-site provision.
- 4.4.6 BNG is an additional requirement and does not change existing legal protections for important habitats and species. It maintains the mitigation hierarchy of avoid impacts first, then mitigate and only compensate as a last resort. Where required, a Preliminary Ecological Assessment should be provided (please see section 4.1).
- 4.4.7 Applicants are advised to liaise with the County Council's Ecology Team to determine whether their proposal is exempt from BNG (ecology.planning@surreycc.gov.uk)

5. Landscape, Landscaping and Trees

5.1 Area of Outstanding Natural Beauty Exceptional Circumstances Test

Required for the following applications:

- 5.1.1 For major development within an Area of Outstanding Natural Beauty (AONB). Note: There is no definition of major for development in the AONB – it is a matter for the decision maker to determine whether a proposed development in the AONB context is major development.

Policy and Guidance:

- [National Planning Policy Framework: Conserving and enhancing the natural environment \(PDF\)](#)
- [Surrey Hills AONB Management Plan](#)
- [High Weald AONB Management Plan](#)
- [Surrey Landscape Character Assessment](#)
- Landscape Character Areas for the AONBs on [Surrey Interactive Map](#)

What you must provide:

- 5.1.2 An assessment of:
- The need for the development including in terms of any national considerations; and the impact of permitting it, or refusing it, upon the local economy.
 - The cost of, and scope for, developing elsewhere outside the designated area, or meeting the need for it in some other way.
 - Any detrimental effect on the environment, the landscape and recreational opportunities, and the extent to which that can be moderated.
 - The impact of the proposal on the setting of the AONB

5.2 Landscape Assessment

Required for the following applications:

- 5.2.1 Planning applications where a Landscape and Visual Impact Assessment (LVIA) has been scoped into an EIA under the EIA [Environmental Impact Assessment as required under the Environmental Impact Assessment (England) Regulations 2017].
- 5.2.2 Planning Applications that are within or visible from the High Weald AONB or Surrey Hills AONB. For major development or other development with the potential for significant landscape and/or visual impact, including development within the setting of an AONB, a formal LVIA will be required. For all other development an informal and proportionate Landscape and Visual Appraisal (LVA) will be required. There may be exceptional circumstances (eg very minor development which is well-screened) where neither an LVIA nor LVA will be required. Applicants should clearly justify the approach taken.
- 5.2.3 LVIAs and LVAs must be produced by a suitability qualified and experienced landscape professionals and accord with industry best practice guidance (eg GLVIA3, DMRB LA107 or guidance which supersedes these).
- 5.2.4 All planning applications for development which could have an effect on an existing landscape scheme approved by the County Planning Authority.

Policy and Guidance:

- [The Landscape Institute](#) - including relevant published Technical Guidance and Technical Advice
- Guidelines for Landscape and Visual Impact Assessment (Third Edition)
- Landscape Character Assessment Guidance for England and Scotland and topic papers on [Natural England](#) website
- [Surrey Landscape Character Assessment](#)
- Surrey Historic Landscape Character Assessment on [Surrey Interactive Map](#)
- [High Weald AONB Management Plan](#)
- [Surrey Hills AONB Management Plan](#)
- [National Planning Practice Guidance for Natural Environment: landscape assessment](#)
- BS5837:2012 Trees in Relation to Construction – Recommendations
- BS5845:2014 – Trees: from nursery to independence in the landscape - Recommendations

What you must provide:

- 5.2.5 Assessments should be informed by County, District and Borough landscape and townscape character assessments, Conservation Area Appraisals, landscape or nature conservation designations, AONB management plans, Listed Buildings, Registered Parks and Gardens, Scheduled Monuments or other heritage assets, and existing landscape features.
- 5.2.6 Photographs, visualisations, and photomontages to be provided as appropriate. Where produced as part of a LVIA or LVA, these should accord with LI Technical Guidance Note 06/19 or any guidance which supersedes this.
- 5.2.7 The assessment should help determine whether further details or mitigation measures in the form of a landscape scheme or other compensation will be required (potentially see section 5.3).
- 5.2.8 Landscape and visual impact assessments must consider the impact from a range of heights, ridges, hillsides, and valleys including plans which show the surrounding contours and topography with a discussion on the impacts.

5.3 Landscape Scheme

Required for the following applications:

- 5.3.1 All applications where landscape mitigation, compensation, or restoration is required.

Policy and Guidance:

- [Surrey Landscape Character Assessment](#)
- Advice can be sought from the County Landscape Architect
- BS 5845:2014 – Trees: from nursery to independence in the landscape - Recommendations
- Current Government biosecurity guidance and regulations. See DEFRA/APHA/Forestry Commission websites.
- [Surrey's New Tree Strategy \(2020\)](#)
- [Tree Species Selection for Green Infrastructure: A Guide for Specifiers \(Trees & Design Action Group\)](#)

What you must provide:

- 5.3.2 A landscape scheme should show how the proposal reflects the landscape assessment, and/or is informed by, the existing features and landscape character both within, and in the vicinity of, the site. A scheme should be based on evidence including soil and ecological surveys and include written and schematic plans, providing details of hard and soft landscaping, existing vegetation to be retained, and arrangements for future maintenance and long-term management.
- 5.3.3 A landscape management plan should consist of a plan showing management compartments for each landscape type or feature, and a report with descriptions of each landscape type of feature, management objectives, prescriptions and annual operations, a matrix indicating timing of annual operations, and responsibilities and timescales for implementation, monitoring and review. For larger and more complex applications a Landscape and Ecology Management Plan (LEMP) may be required for nature conservation based restoration schemes and usually for a 25 year period (5 years aftercare plus 20 years management).
- 5.3.4 Where relevant it should include landscape/habitat restoration and enhancement and new landscape features to compensate for those lost to development.
- 5.3.5 Where new planting is proposed the application should provide as a minimum, a schedule of plants, noting species, plant or stock size, and proposed spacing, numbers or planting densities, notes on cultivation, and timing of planting. Within a rural context, new planting should typically comprise native species of local provenance, sensitive to the surrounding landscape character. Within an urban context, native species are encouraged, however, a proportion of non-native species may be acceptable. This will be a case-by-case basis to be discussed with the County Planning Authority in order to provide species diversity and resilience to climate change, pests, and diseases.
- 5.3.6 Other information that should be provided may include:
- proposed finished ground levels or contours;
 - sections;
 - a soil management strategy where significant earthworks are required;
 - means of enclosure, fences and boundary treatments;
 - protection measures for existing and new planting;
 - tree pit size, protection, staking/guying;
 - underground cellular systems for tree planting within hard surfaced environments;
 - extent and provision of all construction operations, including site compounds, temporary haul roads or access points and Construction Method Statement;
 - access and Car parking layouts;
 - services;
 - implementation timetables;
 - biosecurity including the sourcing of new trees and shrub stock; and
 - landscape strategy setting out the vision, design approach and justification for species selection.
- 5.3.7 Where new trees are proposed, to ensure planted trees become successfully established, applicants will be required to organise and outline suitable post planting maintenance arrangements that include regular scheduled watering. In determining the maintenance details required and submitted, reference will be made to BS8545: 2014 "Trees: from nursery to independence in the landscape. Recommendations" annexes G1 and G2.

- 5.3.8 Where replacement trees are proposed a schedule detailing sizes and numbers/densities of proposed trees should be submitted.

5.4 Ancient Woodland

Required for the following applications:

- 5.4.1 Where development is to take place in an ancient woodland or within 500m of the boundary of an ancient woodland as shown on the Surrey Inventory of Ancient Woodland.
- 5.4.2 **Note** this also applies to ‘aged’ or ‘veteran’ trees on site or within 100m.

Policy and Guidance:

- [National Planning Policy Framework: Conserving and enhancing the natural environment \(PDF\)](#)
- [Natural England and Forestry Commission Standing Advice on Ancient Woodland and veteran trees](#)
- [Surrey Ancient Woodland Inventory](#)
- [Surrey Interactive Map](#)
- [Surrey Biodiversity Information Centre](#)
- [Surrey historic and landscape character assessments & Historic Environment Record](#)
- [The Forestry Commission](#)
- [Natural England](#)
- [Woodland Trust](#)
- [Veteran Trees: A Guide to Good Management](#)

What you must provide:

- 5.4.3 An impact assessment to be provided. To consist of an appraisal of the biodiversity and historic features of the ancient woodland or veteran tree(s) and an assessment of how they are affected by the development. This assessment should include ecological and historic surveys.
- 5.4.4 Ecological surveys should follow [terrestrial habitats guidance \[PDF\]](#) approved by the Chartered Institute of Ecology and Environmental Management (CIEEM).
- 5.4.5 The assessment will need to cover direct impacts on the habitat(s), species, and archaeological features, as well as secondary impacts resulting from changes in air, soil and water quality, disturbance, or fragmentation.
- 5.4.6 The assessment should state the controls and mitigation, including a 15m buffer zone between the development and the edge of the ancient woodland and veteran trees that will be applied to avoid adverse effects(see [Natural England and Forestry commission standing advice - GOV.UK](#)). Tree surveys should be in accordance with guidance in British Standard BS:5837 2012 ‘Trees in relation to demolition, design and development’.

5.5 Trees and Arboricultural Implications

Required for the following applications:

- 5.5.1 All development proposals where there are trees, woodland, or hedgerows (protected by a tree preservation order or not) either on, or adjacent to, the application site and which could be influenced or be affected by the development.
- 5.5.2 The full sequence of events might not be applicable in all instances.

Policy and Guidance:

- Where relevant, the [Hedgerows Regulations 1997](#)
- A tree survey should be carried out by a suitably qualified and experienced Arboriculturist to British Standard BS:5837: 2012 'Trees in Relation to Construction – Recommendations'. Each surveyed tree will be categorised according to the cascade chart for tree quality assessment, Table 1 of the standard.
- [National Planning Policy Guidance: Tree Preservation Orders](#)
- BS5837:2012 – Trees in relation to design, demolition, and construction. Recommendations.
- BS3998:2010 – Tree work: Recommendations
- BS8545:2014 – Trees: from nursery to independence in the landscape. Recommendations.
- [Arboricultural Association's directory of registered consultants](#)

What you must provide:

- 5.5.3 An Arboriculture Impact Assessment that evaluates the direct and indirect effects of the proposal including mitigation and compensatory measures where necessary to include a tree survey of trees on or adjacent to the site. The assessment will take account of the effects of any tree loss required to implement the development and any potentially damaging activities proposed in the vicinity of retained trees.
- 5.5.4 Impact of the proposals access, working space and provision for the storage of materials should also be taken into account.
- 5.5.5 Where replacement trees are proposed a schedule detailing sizes and numbers/densities of proposed trees should be submitted.

5.6 Tree Constraints Plan

Required for the following applications:

- 5.6.1 Where there are trees or hedgerows either on, or adjacent to, the application site and are potentially affected by the development.

What you must provide:

- 5.6.2 A tree constraints plan should include:
 - A plan showing all existing trees (and/or hedgerows where considered relevant by an Arboriculturist) potentially affected by the development (or temporarily affected) including their crown spread, indicating those to be retained and those to be felled.
 - Information on which trees are to be retained and felled including details of their height, trunk diameter, species, age, life expectancy, proposed root protection zone and an assessment of the condition and amenity value.

- Illustrate the calculated and/or adjusted Root Protection Areas (RPA's) for each tree.
- Measures for protecting retained trees during site works.
- Where necessary indicate other trees or landscape features on land adjacent to the development site which might be affected by the development or might serve as screening.
- Evaluation of impact of proposed tree losses and compensatory planting required including number, species, age/girth, recommended locations, and maintenance schedule.
- Trees protected by a tree preservation order should be identified and details provided.

5.7 Tree Protection Plan

Required for the following applications:

5.7.1 When existing trees (and tree roots) will be impacted by the development.

What you must provide:

5.7.2 A tree protection plan to illustrate all protective measures for existing trees and roots to include protective barrier fencing/ground protection.

6. Restoration and Aftercare

6.1 Restoration

Required for the following applications:

- 6.1.1 All mineral proposals except for those applications seeking to vary/remove a condition which has no impact on the final restoration/aftercare of the site.

Policy and Guidance:

- [National Planning Policy Framework: Conserving and enhancing the natural environment \(PDF\)](#)
- [Surrey Minerals Plan Mineral Site Restoration Supplementary Planning Document](#)
- [Surrey Minerals Plan Core Strategy DPD: Restoration and Enhancement \(PDF\)](#)
- [Good Practice Guide for Handling Soils, prepared on behalf of MAFF](#)
- [The Mineral Product Association](#)
- [Surrey Nature Partnership](#)
- [Surrey Biodiversity Opportunity Areas Guidance, Surrey Nature Partnership](#)

What you must provide:

- 6.1.2 A statement setting out the restoration proposals for the land following cessation of operations to include:
- An overall restoration plan, identifying the proposed afteruse of the site.
 - Voidspace and total volume and type of fill material (if required) to restore the application site alongside filling rates and expected levels of settlement.
 - Phasing of restoration and if it shall be progressive including phasing plans to demonstrate this.
 - An assessment of the agricultural land classification where applicable.
 - A soil Resource and Management Plan including:
 - Information on soil resources, including whether the importation of additional soils is required and how topsoil, subsoil and overburden are to be stripped. Details on how soils and soil making materials are to be handled and their proposed depths in the restored landform.
 - Where soils are to be stored during the operational phase, a statement to be provided detailing where topsoil/subsoil will be located including bund positions and height; and quantities stored.
 - Measures that would be taken to safeguard the soil quality during storage and restoration.
 - Pre and post settlement contours (where applicable) of the restored area and its relationship to the surrounding land.
 - Drainage of the restored area to include grading to promote natural drainage, surface water catchment, proposed field drains, ditches, culverts, sumps and watercourses, direction of flow and site drainage plan and erosion control measures.
 - Proposals for the removal of buildings, plant, equipment, roads and hardstandings.
 - Landscape strategy and planting details.
 - Ensure restoration plan delivers Biodiversity Net Gain (please refer to the Biodiversity Net Gain Section 4.4 of this document).

6.2 Aftercare

Required for the following applications:

- 6.2.1 All mineral proposals except for those applications seeking to vary/remove a condition which has no impact on the final restoration/aftercare of the site.

Policy and Guidance:

- Same as Restoration (Section 6.1).

What you must provide:

- 6.2.2 A strategy to include:
- The strategic aims and objectives for the site and identified land use for the aftercare period.
 - How the methods used in the restoration and aftercare enable the land to retain its longer-term capability.
 - Information on the steps to be taken, who will undertake them and the period during which they are to be taken.
 - Details of any long-term management proposals.
 - Details of any hard or soft landscaping and maintenance regime.
 - Details of drainage (if required).
 - Details of an annual programme to be provided no later than one month prior to the annual aftercare meeting.
 - Details of annual aftercare meetings.
 - Proposed cultivation techniques, cropping and grazing where applicable with reference to the pre-working agricultural land classification.
 - Monitoring regime to ensure biodiversity targets, including biodiversity net gain, are delivered.

6.3 Enhancement

Required for the following applications:

- 6.3.1 All mineral proposals except for those applications seeking to vary/remove a condition which has no impact on the final restoration/aftercare of the site.

Policy and Guidance:

- Same as Restoration (Section 6.1).

What you must provide:

- 6.3.2 Details on what enhancement measures and positive contribution the site makes to biodiversity can be provided on other land within the applicant's control.
- 6.3.3 Details of interim measures that can take place whilst awaiting final restoration.

7. Highways Traffic and Access

7.1 Construction Traffic Management Plan

Required for the following applications:

- 7.1.1 Where it is proposed to bring large plant (which may or may not be classified as abnormal loads) onto the site or where the access (by virtue of existing land used or designation) is considered sensitive.
- 7.1.2 This is not required where a proposal does not involve any physical development/traffic movements.

Policy and Guidance:

- [Transport Development Planning](#)
- [National Planning Policy Framework: Promoting sustainable transport \(PDF\)](#)
- [Surrey Minerals Plan Core Strategy DPD: Protecting Communities and the Environment \(PDF\)](#)
- [Surrey Transport Plan](#)
- [Surrey County Council's Transportation Development Control Good Practice Guide](#)

What you must provide:

- 7.1.3 The plan should include details of:
- Parking for vehicles of site personnel, operatives, and visitors.
 - Loading and unloading of plant and materials.
 - Storage of plant and materials.
 - Programme of works including measures for traffic management, vehicle routing, hours of operation and design of delivery areas.
 - Provision of boundary hoarding behind any visibility zones.
 - Specifications for vehicle turning within the site so that vehicles leave the site in forward gear.
 - Measures for the suppression and control of dust during construction.

7.2 Transport Statement

Required for the following applications:

- 7.2.1 The scale of development is anything too small to require a Transport Assessment.

Policy and Guidance:

- [Surrey Minerals Plan Core Strategy DPD: Protecting Communities and the Environment \(PDF\)](#)
- [National Planning Policy Guidance: Travel plans, transport assessment and statements in decision-taking](#)

What you must provide:

- 7.2.2 Information on the existing or proposed access arrangements, including the width of the access shown on a plan giving visibility splays. If the access is to be altered details should be given of the proposed width of the altered access and the method of construction.
- 7.2.3 The mode of transport should be made clear and if all or some transportation is by means other than by road, details should be provided.

- 7.2.4 Should state the likely average and maximum daily vehicle movements generated by the proposed development; a breakdown of quantity and type of traffic associated with the various activities ie Heavy Goods Vehicles (HGVs), Light Goods Vehicles (LGVs) or cars along with the average and maximum capacity of the HGVs in tonnes or cubic metres.
- 7.2.5 Details of how the vehicle movements would be spread over a typical working day with any peak periods ie 0700 to 0900 hours specified, and any variations during the course of the development identified.
- 7.2.6 A summary of the routes to be used by the application site vehicles, or alternatively, roads which the applicant may seek to prohibit site vehicles using, should be provided.
- 7.2.7 Should address the measures proposed for preventing/minimising the deposit or spread of mud or waste materials onto the public highway. Adequate provision for parking, loading/unloading, and manoeuvring of vehicles will be required.
- 7.2.8 The Transport Statement should also give an indication of the current level of traffic generation from the site.
- 7.2.9 Where a public right of way is affected by the proposed development, details should be provided.

7.3 Transport Assessment

Required for the following applications:

- 7.3.1 When a development proposal has significant transport implications [significant normally means a 10% increase in HGV movement but should be considered on a case-by-case basis]. A Transport Assessment is likely to be required for development:
- Generating 30 or more two-way vehicle movements per hour.
 - 100 plus two-way vehicle movements per day.
 - Any development proposed in a location within or adjacent to an AQMA.
- 7.3.2 Applicants are advised to discuss this matter during pre- application discussions. If proposals have an impact on the Strategic Road Network, the applicant should discuss the proposal with the Highways Agency.

Policy and Guidance:

- [Surrey Minerals Plan Core Strategy DPD: Protecting Communities and the Environment \(PDF\)](#)
- [Guidance on Transport Assessment \(PDF\)](#) Chapter 4 - Preparing a transport assessment gives more detail on preparing a transport assessment, the framework and information and type of assessment required.
- [Department for Transport Circular 02/13 “The Strategic Road Network and the Delivery of Sustainable Development” \(PDF\)](#)
- [National Planning Policy Guidance: Travel plans, transport assessment and statements in decision-taking](#)
- [Surrey County Council Vehicle Electric Vehicle and Cycle Parking Guidance for New Developments](#)

What you must provide:

- 7.3.3 When a development is EIA development, a Transport Assessment can be included with the Environmental Assessment. When this is the case it will, however, need to

consider the environmental impact of the traffic not just the impact on the highway network.

- 7.3.4 Should illustrate accessibility to the site by all modes of transport, and the likely modal split of journeys to and from the site. Should also give details of proposed measures to improve access by public transport, walking and cycling, to reduce the need for parking associated with the proposal and to mitigate transport impacts.
- 7.3.5 All submissions should include proposals to reduce the transportation impact of the development and adequate mitigation.

8. Geological, Land and Soils

8.1 Contaminated Land Assessment

Required for the following applications:

- 8.1.1 When contamination of soil, groundwater, or from hazardous soil gas is known or suspected, on or in the vicinity of the site, based on present or previous uses of the site or its surroundings.
- 8.1.2 Where the land has been designated 'contaminated' by the Borough/District Council.
- 8.1.3 Also when there is a potential risk from naturally occurring hazards in the ground such as arsenic, radon and methane/carbon dioxide.
- 8.1.4 A contaminated land assessment is the minimum requirement to be submitted with an application where the potential for land contamination is suspected or there is reasonable possibility of. In its absence would certainly trigger a pre-commencement condition on suspected sites.

Policy and Guidance:

- [National Planning Policy Framework: Conserving and enhancing the natural environment \(PDF\)](#) [including and the definition of "Site Investigation Information"]
- [Environment Agency Groundwater Protection guides](#)
- Borough or District Council Contaminated Land Officer.
- [Environment Agency Guidance](#)
- [Land affected by Contamination Guidance](#)
- BS10175:2011 +A1:2013
Investigation of potentially contaminated sites. Code of Practice
- [Land Contamination Risk Management \(LCRM\)](#)
- [Approved Document C - Site preparation and resistance to contaminants and moisture](#)
- National Quality Mark Scheme for Land Contamination Management (NQMS)
- [Land Contamination: technical guidance- Gov.UK](#)

What you must provide:

- 8.1.5 The Applicant should provide proportionate but sufficient site investigation information (a risk assessment) to assess the existence or otherwise of contamination, its nature and extent, and the risks it may pose to whom/what (ie all identified receptors) so that the risks can be assessed and if necessary reduced to an acceptable level by remediation or mitigation.
- 8.1.6 The risk assessment should identify the potential sources, pathways, and receptors ('pollutant linkages') and evaluate the risks. This information will enable the County Planning Authority to determine whether further more detailed investigation is required, or whether any proposed remediation or mitigation is satisfactory.
- 8.1.7 As a minimum, a desktop study, site walkover and initial Tier 1 risk assessment will be required (Phase 1). This may be sufficient to develop a conceptual model of the source of contamination, the pathways by which it might reach vulnerable receptors and options to show how the identified pollutant linkages can be broken. The study shall be carried out by a competent and suitably qualified specialist.

- 8.1.8 Unless this initial assessment clearly demonstrates with complete confidence that the risk from contamination can be satisfactorily reduced to an acceptable level and the remedial or mitigation measures are viable, further site investigations and Tiers of risk assessment (Phase 2 intrusive ground investigation) and the development of a mitigation or remediation strategy and verification plan will be needed before the application can be determined.
- 8.1.9 The Applicant is required to ensure that land, after development, is not capable of being determined as contaminated land under Part 2A of the EPA 1990.
- 8.1.10 Early consultation with the CPA and Environment Agency is recommended to determine likely requirements for submission with the planning application.
- 8.1.11 For EIA development the risk assessments undertaken of land potentially affected by contamination should inform the EIA.

8.2 Stability Assessment

Required for the following applications:

- 8.2.1 A land/slope stability report will be required when:
- The proposal involves substantial engineering works.
 - There are good reasons to believe that the ground is unstable.
 - The proposed development could affect the land or adjoining land. [Note: The County Planning Authority accept that during quarrying operations that quarry slope stability falls within the remit of the Health and Safety Executive (HSE). However when a quarry site has gone into restoration and aftercare, this remit falls within the scope of the County Planning Authority.]
- 8.2.2 This may include the effects of both natural and manmade underground cavities, unstable slopes, and ground compression.

Policy and Guidance:

- [Planning Policy Guidance: Land Stability](#)
- [National Planning Policy Guidance: Quarry Slope Stability](#)

What you must provide:

- 8.2.3 A land/slope stability investigation should be carried out by a professional qualified engineer and involve site investigations and a geotechnical appraisal.
- 8.2.4 A land/slope stability risk assessment report should be submitted and should include information on:
- An understanding of the factors influencing stability.
 - An assessment of whether or not the site is stable and has an adequate level of protection.
 - Land is capable of supporting the loads to be imposed.
 - Development will be threatened by unstable slopes on or adjacent to the site.
 - Development will initiate slope instability which may threaten neighbouring land.
 - Site could be affected by ground movements due to natural cavities or past, present, or future mining activities. Any remedial or precautionary measures necessary to reduce or overcome the risk of instability should be put forward.

8.3 Agricultural Land Classification and Soils

Required for the following applications:

- 8.3.1 Where proposal affects the best and versatile agricultural land classified as Grade 1, 2 or 3a and can also include applications involving land filling for the purposes of restoration.

Policy and Guidance:

- [Agricultural Land Classification of England & Wales 1988](#)
- [Natural England Technical Information Note TIN049 "Agricultural Land Classification: protecting the best & most versatile agricultural land"](#)
- [Soil guidance \(quarrying.org\)](#)

What you must provide:

- 8.3.2 Information which demonstrates:
- The quality of existing agricultural land.
 - The quality of imported soils/other waste materials and how they would improve the land for agricultural purposes.
 - Measures that would be taken to safeguard the soil qualities during storage and restoration.
 - How the agricultural land classification would be protected or on completion of proposed operation, would be returned to the same agricultural land grade classification and the quality of any agricultural land lost and justification for its loss.
 - A soil management plan.

9. Water Environment

9.1 Flood Risk Assessment

Required for the following applications:

- 9.1.1 All development proposals located within Flood Zones 2 and/or 3.
- 9.1.2 Where the development is to be located within Flood Zone 1 and the site area is greater than 1 hectare in size and where the Environment Agency or Local Drainage Engineer has indicated that there may be a land drainage problem.
- 9.1.3 All proposals for new development (including minor development and changes of use) in an area within Flood Zone 1 which has critical drainage problems and/or where a Surface Water Management Plan or equivalent document is in place which indicates that the site may be subject to drainage problems; and/or where the proposed development or change of use to a more vulnerable class may be subject to other sources of flooding.

Policy and Guidance:

- [National Planning Policy Framework: Meeting the challenge of climate change, flooding and coastal change \(PDF\)](#)
- [Environment Agency Guidance “Flood risk assessment for planning applications”](#)
- [National Planning Policy Guidance: Flood Risk and Coastal Change](#)
- District and Borough Strategic Flood Risk Assessments
- [Flood risk assessments: climate change allowances - GOV.UK](#)

What you must provide:

- 9.1.4 Assessment to establish the impact of the proposed development on the floodplain and level of risk of all forms of flooding to and from the development demonstrating:
- Whether a proposed development is likely to be affected by current or future flooding from any source.
 - Whether it will increase flood risk elsewhere.
 - How these flood risks will be managed now and over the development’s lifetime.
 - Whether the measures proposed to deal with these effects and risks are appropriate.
 - Consideration of climate change.
 - Opportunities to reduce the probability and consequences of flooding.
 - Evidence for the County Planning Authority to apply (if necessary) the Sequential Test for all sources of flooding.
 - Mitigation measures and emergency evacuation procedures necessary.
 - Whether the development will be safe and pass the Exception Test, if applicable.
- 9.1.5 The sequential and exception tests required for a site and for development within a site (ie siting vulnerable development outside the flood plain) can be found on the Environment Agency webpages “Guidance: flood risk assessment for planning applications”.

9.2 Sustainable Drainage Systems (SuDS)

Required for the following applications:

- 9.2.1 All major developments should incorporate sustainable drainage systems unless there is clear evidence that this would be inappropriate. A surface water drainage assessment should be carried out to demonstrate that all mineral development makes use of SuDS and will not create an increased risk of flooding from surface water to the development site and the surrounding area. The SuDS pro-forma should be completed and returned to the CPA as part of the planning application. For minor applications a proportionate assessment of the surface water requirements should be undertaken and any opportunity for the inclusion of SuDS reviewed.

Policy and Guidance:

- [National Planning Policy Guidance: Reducing the causes and impacts of flooding](#)
- [Surrey Advice Note supporting the provision of a Surface Water Drainage Statement](#)
- [Water. People. Places: A guide for master planning sustainable drainage into developments \(PDF\)](#)
- [Sustainable drainage systems: non- statutory technical standards](#)
- [Ordinary Watercourse Consent Form](#)

What you must provide:

- 9.2.2 An assessment (taking into account different factors including the layout of the site, the topography and geology) demonstrating how any surface water generated from the development will be controlled as near to its source as possible. A drainage strategy (including FRA where applicable, proposed drainage layout and calculations) shall be submitted to demonstrate that the development does not flood or increase flooding downstream.
- 9.2.3 Sustainable drainage for the site shall be proposed in accordance with SuDS surface water management hierarchy of prevention, reduction, source control, site control and regional control (the accepted hierarchy of surface water discharge options is infiltration, then attenuation and discharge to watercourse, surface water sewer, other sewer).
- 9.2.4 Evidence shall be provided to demonstrate that the most sustainable strategy is proposed taking into account flood risk, site layout, topography, geology, etc.). Any assessment should be accompanied by the [Surrey County Council Surface Water Drainage Summary Proforma](#).
- 9.2.5 Where the intention is to incorporate infiltration SuDS, their feasibility shall be demonstrated through approved intrusive geotechnical surveys to establish infiltration rates, ground water levels and ground contamination.
- 9.2.6 Should actual infiltration rates (via intrusive tests) not be readily available (reason to be stated in drainage strategy), desktop study demonstrating evidence of likely ground conditions (from British Geological Survey or other sources) of the site could be used. In such instance, an alternative strategy shall also be submitted to demonstrate how the site would drain if infiltration is not feasible. House or rubble soakaways are not acceptable.

- 9.2.7 Should it be proposed to dispose of surface water into a watercourse, surface water sewer, highway drain or another drainage system, should be accompanied by evidence that the rates are being restricted to greenfield values and the system has adequate capacity downstream and is in a suitable state to accept the water.
- 9.2.8 Where an application is part of a larger site which already has planning permission it is essential that the new proposal does not compromise the drainage scheme already approved.
- 9.2.9 Any works to be carried out which will affect the flow or storage of water within, or which place or alter a structure/obstruction within an ordinary watercourse will require Ordinary Watercourse Consent from Surrey County Council. *Note:* These can include permanent or temporary structures or works. An 'ordinary watercourse' is a watercourse that is not part of a main river and includes rivers, streams, ditches, drains, cuts, culverts, dikes, sluices, sewers (other than public sewers within the meaning of the Water Industry Act 1991) and passages, through which water flows. Consent within Surrey is issued by the Flood Risk Planning and Consenting Team within Surrey County Council. The team can provide information on the requirements for consent and the application procedure and is contactable by email on SuDS@surreycc.gov.uk Please note consent cannot be issued retrospectively. Works affecting designated Main River require consent from the Environment Agency.

9.3 Hydrogeological/hydrological report

Required for the following applications:

- 9.3.1 Applications that:
- Involve significant ground works, dewatering, abstraction; or
 - Propose to infill land.

Policy and Guidance:

- [The EU Water Framework Directive](#)
- [National Planning Policy Framework: Facilitating the sustainable use of minerals \(PDF\)](#)
- [British Geological Survey: Groundwater data and information](#)
- [National Planning Policy Guidance: Water supply, wastewater and water quality](#)
- [National Planning Policy Guidance: Flood Risk and Coastal Change](#)
- [British Hydrological Society](#)
- [National Planning Policy Guidance: Water Management](#)

What you must provide:

- 9.3.2 All applications should include:
- Details of existing groundwater levels.
 - Impacts of the development on existing water levels.
 - Mitigation measures and management of such impacts.
- 9.3.3 For applications within a groundwater source protection zone, a risk assessment will be required considering the impact on water quality and resources.
- 9.3.4 For applications involving dewatering or abstraction, the assessment should also include:
- Calculations of the extent and volumes of dewatering; details of topography and surface drainage, artificial ground, superficial deposits, landslip deposits, rockhead depth, bedrock geology and details of any borehole reports including

any information with regard to both licensed and unlicensed abstractions, where necessary.

- Details of the natural water table including its depth, source catchment areas and characteristics.
- Consideration of the potential impact upon any wetland Site of Special Scientific Interest (SSSI).
- Evidence that third parties will not be affected by the dewatering, and where there is a potential impact upon public and private water supplies, water bodies or watercourses details of mitigating measures must be included in the application.
- Details of proposed methods of dewatering and proposed methods of water disposal.
- Proposed measures to control potential pollution to protect ground and surface water.
- Any necessary drainage and flood control measures; and proposed monitoring measures, including any requirements for the provision of settlement lagoons; the way in which surface water is to be disposed of; the avoidance of impairing drainage from adjoining areas; and the prevention of material entering open watercourses.

- 9.3.5 Monitoring of the existing water regime for at least 12 months prior to submission of the application may be necessary in order to ensure that surface and groundwater can be safeguarded.

9.4 Drainage and Water Supply Report

Required for the following applications:

- 9.4.1 For applications where there would be a net increase in water and wastewater demand to serve the development where appropriate.

Policy and Guidance:

- [National Planning Policy Framework: Meeting the challenge of climate change, flooding and coastal change \(PDF\)](#)
- [National Planning Policy Guidance: Water Management](#)

What you must provide:

- 9.4.2 Water supply and sewerage/wastewater infrastructure is essential to any development. Failure to ensure that any required upgrades to the infrastructure network are delivered alongside development could result in adverse impacts in the form of internal and external sewer flooding and pollution of land and water courses and/or low water pressure. Calculations of the mains water consumption for the development proposed and sewage demand and whether any upgrades are needed.

10. Heritage and Archaeology

10.1 Heritage Statement

Required for the following applications:

- 10.1.1 Where Heritage Assets or features, and their respective settings, may be affected by the proposal. A statement is required if your proposal links to either:
- Work affecting a listed building and/or its setting.
 - A new development in a conservation area
 - Demolition work in a conservation area
 - Work within an area of archaeological potential
 - Work within the area of a scheduled ancient monument
 - Work within a historic park or garden
- 10.1.2 A Heritage Asset would be considered to be a nationally or locally Listed Building, Nationally Registered or locally listed Park or Garden, Registered Battlefield, Conservation Area, Historic Landscape and/or associated natural heritage features, or undesignated features or structures of demonstrable historic or cultural heritage interest.
- 10.1.3 Please Note Listed Building Consent is determined by the relevant district or borough and not by Surrey County Council.

Policy and Guidance:

- Historic Environment Planning Team Officer:
heritageconsultations@surreycc.gov.uk
- [Land Planning and Development Heritage and Planning Historic Environment Record](#)
- [Schedule of Ancient Monuments](#)
- [Historic England Registered Parks and Gardens](#)
- [Historic England Listed Buildings Register](#)
- [Enabling Development and Heritage Assets – Historic England](#)
- [Surrey Historic Landscape Characterisation Assessment](#)
- [National Planning Policy Guidance: Historic Environment](#)
- [Historic England: Mineral Extraction and Archaeology Guidance](#)
- [Historic England Advice Note 12: Statements of Heritage Significance: Analysing Significance in Heritage Assets](#)

What you must provide:

- 10.1.4 A Heritage Statement setting out the significance of all Heritage Assets affected by a proposed development. The statement should be comprehensive but proportionate to the level of potential harm posed by the development proposal. Loss of, or damage to, any Heritage Asset will need to be justified within a wider context of enhanced understanding of the asset, or a mitigation of greater benefit to the preservation and continued sustainability of heritage features elsewhere within the development. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary. Where a site on which development is proposed includes, or has the potential to include, heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation.

- 10.1.5 The applicant and/or agent should provide details of how the proposal impacts the listed building/asset and also the context of the setting the building/asset within their heritage statement.
- 10.1.6 If your proposal affects a locally listed asset applicants and/or agents may need to discuss with the relevant district or borough who hold the register for that asset.

10.2 Archaeology

Required for the following applications:

- 10.2.1 An archaeological assessment is required when a Heritage Statement or pre-application discussion indicates that a Heritage Asset with an Archaeological Interest is likely to be present on site and/or affected by a development proposal.
- 10.2.2 **Note:** An asset of Archaeological Interest is considered to be a Scheduled Monument, a County Site of Archaeological Importance, an Area of High Archaeological Potential, or development application area exceeding 0.4 hectares in size, where it is reasonably considered that previously undocumented archaeological remains might survive.

Policy and Guidance:

- Same as Heritage Assets (Section 10.1.3).

What you must provide:

- 10.2.3 An assessment should examine the nature and significance of the archaeological resources of the site, in comparison with the nature of the development proposal, and detail the likely implications for the future survival and management of the resource that arise.
- 10.2.4 All archaeological sites are unique and no two sites are identical in nature. Surrey County Council will therefore address archaeological issues on minerals and waste sites on a case-by-case basis. The Historic England Advice: Mineral Extraction and Archaeology is a useful guide for all applicants wishing to understand the archaeological process, which sets out the broad archaeological assessment and evaluation process, and the range of techniques and possible outcomes and results that may be necessary as a result. Surrey County Council will expect applicants to supply sufficient information to allow appropriate archaeological consideration of the implications of proposed extraction operations in advance of the determination of any application.

11. Other Environmental Impacts

11.1 Lighting Assessment

Required for the following applications:

- 11.1.1 All minerals developments involving any external lighting, including temporary, construction and security lighting.

Policy and Guidance:

- [Department for Communities and Local Government's Lighting in the Countryside 1997](#)
- [Guidance Notes for the Reduction of Obtrusive Light \(2020\), Institute of Lighting Professionals](#)
- [Bats Conservation Trust: Guidance on Bats and Lighting](#)
- [An appropriately qualified Lighting Engineer](#)
- [National Planning Policy Guidance: Light pollution](#)

What you must provide:

- 11.1.2 An assessment providing full details of any external lighting including details of:
- The number, type, location, and height of any lighting including those on columns and/or buildings.
 - The intensity of the installation (in Lux levels) and spill patterns shown on a plan.
 - The proposed hours of use.
 - Potential for impacts on ecological features.
 - Proposed mitigation measures.
 - Measures for unforeseen impacts and monitoring.

11.2 Noise Assessment

Required for the following applications:

- 11.2.1 Where the development:
- Is likely to affect sensitive land uses such as dwelling, school, or care-home.
 - Involves the use of mobile site plant, processing plant or machinery such as a crusher, screener, conveyor, or trommel.
 - Involves engineering activities such as earth moving, bund creation or soil stripping.
 - Is likely to affect a designated (international, national, or local) Nature Conservation or Geological site.
 - Is to be located within the AONB and Area of Great Landscape Value.

Policy and Guidance:

- [A qualified acoustic specialist.](#)
- Borough or District Council Environmental Health Officer.
- [Surrey County Council Guidelines for Noise and Vibration Assessment and Control](#)
- [National Planning Policy Guideline: Noise](#)
- [National Planning Policy Guideline: Minerals](#)
- BS 4142:2014 "Methods for rating and assessing industrial and commercial sound".
- BS 5228-1:2009+A1:2014 "Code of practice for noise and vibration control on construction and open sites. Noise"

What you must provide:

- 11.2.2 A noise assessment outlining the existing noise climate (established normally by measurement) and the impact of the proposed development assessment from the noise viewpoint using prediction and measurement techniques as appropriate for any potential noise sensitive development in the locality. If mitigation measures are proposed the impact of noise on sensitive locations should be assessed following implementation of the proposed mitigation measures.
- 11.2.3 For any noise sensitive development, existing or consented, potentially affected by the minerals development, a noise assessment should be prepared by a competent person that defines the baseline sound environment, following appropriate guidance, usually established through measurement, and the impact of the proposed development using prediction and measurement techniques as appropriate. Where criteria in appropriate guidance may be exceeded, mitigation measures should be provided such that the criteria are not exceeded.

11.3 Open Space Assessment including Rights of Way**Required for the following applications:**

- 11.3.1 Any development proposals that would result in the loss of open space or have implications for Public Rights of Way.

Policy and Guidance:

- [Surrey Minerals Plan Core Strategy Development Plan Document Policy Protecting Communities and the Environment \(PDF\)](#)
- [Surrey County Council's Countryside Access Team](#)
- Rights of Way shown on [Surrey Interactive Map](#)
- [Rights of Way Improvement Plan - Surrey County Council](#)
- [National Planning Policy Guidance: Open space, sports and recreational facilities, public rights of way and local green space](#)

What you must provide:

- 11.3.2 An assessment of any open space or Public Rights of Way lost, directly or indirectly affected by a proposed development including any measures to replace or compensate for such impacts and identification of any opportunities to improve facilities for walkers, cyclists, horse riders. This includes any right of way which is outside a site boundary.

12. High Pressure Pipeline Search

- 12.1 Pipeline operators do not have statutory powers although may have legal agreements in place on land and clearly this is a matter that has significant health and safety implications.

Required for the following applications:

- 12.2 For all developments involving excavation or below ground works. There are special requirements for safe working in close proximity to a high pressure pipeline and proposed works require approval from a pipeline operator prior to commencing.

Policy and Guidance:

- [Linesearch before u dig](#)
- [National Grid - Check before you dig - location of our cables and equipment](#)
- [Cadent Gas Network](#)
- [Southern Gas Network](#)

What you must provide:

- 12.3 For all developments where excavation or below ground works are proposed an applicant must carry out a search to determine whether a high pressure pipeline is present in the vicinity of the application site. Most pipeline operators are signed up to Linesearch and it is recommended a search should be carried out using the Linesearch tool to establish the presence of pipeline infrastructure. The results of any pipeline search undertaken are to be submitted with a planning application.

13. Airport Safeguarding

13.1 Airport Safeguarding Statement

13.1.1 Aerodrome Safeguarding is a legislative requirement for officially safeguarded aerodromes of which Heathrow Airport and Gatwick Airport is one. Aerodrome safeguarding is the process used to ensure the safety of the aircraft while taking off and landing or flying in the vicinity of aerodromes. It is embedded in the Town & Country Planning process by way of ODPM/DfT Circular 01/2003 'Safeguarding of Aerodromes, Technical Sites & Military Explosives Storage Areas: The Town & Country Planning (Safeguarding Aerodromes, Technical Sites & Military Explosives Storage Areas) Direction 2002.

Required for the following applications:

13.1.2 All applications within the consultation area of civil and military aerodromes and airstrips [including Heathrow, Gatwick, Biggin Hill, Farnborough, Fair Oaks, Northolt, Odiham] and where:

- The proposal involves landfilling.
- The development involves features attractive to hazardous birds such as: amenity landscaping and water features, this includes the enhancement of existing wet areas or water courses and buildings with ledges, gantries, and flat roofs.
- Where the proposal includes lighting which may impact on airport safety (ie dazzling).
- Where a proposal involves the venting and flaring of gas.
- Where buildings/structures have the potential to impact on Communication, Navigation & Surveillance Equipment (CNS).
- Where the buildings/structures have the potential to impact on including instrument flight procedures (IFPs)
- Where the buildings/structures have the potential to infringe Obstacle Limitation Surfaces (OLS)
- Where the buildings/structures have the potential to cause building/structure induced turbulence
- Where the proposals include wind turbines or large areas of solar panels.
- Where a crane or tall construction equipment is to be used on site, a permit may be required from Gatwick Airport Crane Permits (gatwickairport.com) and/or Heathrow Airport Works Approval Team (Airside_Works_Approvals@heathrow.com).

13.1.3 Applicants are advised to discuss non-official safeguarding areas with planning officers.

Policy and Guidance:

- [Annex 2 to the DfT/ODPM Circular 01/2003 'Safeguarding Aerodromes, Technical Sites & Military Explosives Storage Areas' Direction 2002'](#)
- [Guidance on Civil Aviation Authority \(CAA\) Planning Consultation Requirements \(PDF\)](#)
- [Commercial industry | Civil Aviation Authority](#)
- [The Airport Operators Association \(AOA\) Safeguarding of Aerodromes Advice Notes: Advice Note 1, 2, 3, 4 and 5 dated August 2016](#)

What you must provide:

- 13.1.4 The statement should show how the development will not constitute a hazard to air traffic, with or without mitigation proposed.

14. Phasing and Working Programme

14.1 Phasing Programme

Required for the following applications:

- 14.1.1 All mineral extraction proposals and proposals that involve waste management for the restoration of a mineral site. involving

Policy and Guidance:

- [Landfill \(England and Wales\) Regulations 2002](#)
- [National Planning Policy for Waste](#)
- [Surrey Waste Local Plan](#)
- [Surrey Minerals Plan](#)
- [National Planning Policy Guidance: Waste](#)

What you must provide:

- 14.1.2 Information/plans relating to the phasing and working programme of the operations proposed including timescales, mineral volumes per each phase, volume of material involved for landfilling or recovery, methods of proposed operations throughout the life of the development; stockpile location and design (soil/ mineral/ waste materials/ restoration materials). Where waste is to be generated, having regard to the waste hierarchy details of how waste produced during all stages of development will be minimised and managed in a sustainable manner, including what type of waste would be generated, how the waste would be managed; and which contractors will be used to ensure the waste is managed sustainably.
- 14.1.3 Statement on the proposed void space, volume of fill material involved, rates of fill, type and source of material, expected levels of settlement including justification thereof, and proposed methods of compaction (pre and post settlement levels) as part of the phasing programme and for the proposal overall.
- 14.1.4 The development involves the minimum quantity of waste necessary.

14.2 Landfill and Landraising Statement

Required for the following applications:

- 14.2.1 Any proposal involving landfilling including reworking or reclamation of former mineral sites.

Policy and Guidance:

- [Landfill \(England and Wales\) Regulations 2002](#)
- [National Planning Policy for Waste](#)
- [Surrey Waste Plan: Waste Development and Waste Development Control Policies](#)
- [National Planning Policy Guidance: Waste](#)

What you must provide:

- 14.2.2 Statement on the proposed void space, volume of fill material involved, rates of fill, type and source of material, expected levels of settlement including justification thereof, and proposed methods of compaction (pre and post settlement levels).
- 14.2.3 Demonstration that the amount of fill proposed is the minimum requisite required.

15. Community Engagement

15.1 Statement of Community Involvement

Required for the following applications:

- 15.1.1 For any proposals with substantial community interest.
- 15.1.2 Any proposal where this is a requirement under Section 61 (w) of the Localism Act 2011 when enacted and required by the Town and County Planning (Development Management Procedure) (England) Order 2015 subsequent regulations.

Policy and Guidance:

- Section 61W of the Localism Act 2011 (when enacted)
- The Local Government Association, British Property Federation & Others.
- [The Ten Commitments to Effective Pre-application engagement \(PDF\)](#)
- [National Planning Policy Guidance: Before submitting an application](#)

What you must provide:

- 15.1.3 The National Planning Policy Framework (NPPF) encourages pre-application discussions and states that: “early engagement has significant potential to improve the efficiency and effectiveness of the planning application system for all parties”.
- 15.1.4 Surrey County Council encourages developers to enter into pre-application discussions with the Council to establish the information that will be required, and to identify key issues and policies associated with any potential application.
- 15.1.5 A statement explaining how the applicant has complied with any community engagement recommendations made in Surrey County Council’s [Statement of Community Involvement](#).
- 15.1.6 Developers are encouraged to inform the community of their plans to ensure that a link is established at an early stage in the process. Applicants are advised to submit details of the engagement carried out as well as the comments made by the public. Applicants are advised to demonstrate how they are addressing (if any) comments raised by the public.

Appendix 1: List of Planning Departments of Local Borough and District Councils in Surrey

- [Elmbridge](#)
- [Epsom and Ewell](#)
- [Guildford](#)
- [Mole Valley](#)
- [Reigate and Banstead](#)
- [Runnymede](#)
- [Spelthorne](#)
- [Surrey Heath](#)
- [Tandridge](#)
- [Waverley](#)
- [Woking](#)

Where relevant please refer to any appropriate neighbourhood plan documents, which can be accessed from the district and borough websites

Appendix 2: Other Statutory Consultees

- [Natural England](#)
- [Historic England](#)
- [Highways England](#)
- [Environment Agency](#)
- [Lead Local Flood Authority](#)
- [County Highway Authority](#)
- Water or sewage undertaker(s)
- The Health and Safety Executive
- The Gardens Trust
- Parish Councils
- Aerodrome Operator