



Strategic Environment Cabinet
Committee

Monday, 25 September 2023

Dear Councillor

You are advised that the attached documents form part of the main agenda papers for this meeting.

Please ensure you bring them with you to the meeting.

Yours faithfully



S Walsh
Service Manager (Communities)

List of documents attached

7. Planning in Gravesham Key Principles

(Pages 3 - 12)

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Planning in Gravesham: Key Principles

Wendy Lane
Assistant Director (Planning)

Legal requirements



Planning law requires that applications for planning permission be determined in accordance with the development plan (the 'local plan' documents), unless 'material considerations' indicate otherwise.

Not all development requires full planning permission, it can be the subject of permitted development and applications for prior approval, which limit the Council's role.

Draft vision



The vision of the Planning service in Gravesham will be that it shall deliver fair and consistent decisions in an efficient and timely manner.

Whilst delivering sustainable development in the Borough, a balanced approach will be taken of the needs of the service user and the needs of the Borough, its residents, businesses and visitors.

Ensuring that planning decisions promote beauty and positively contribute towards place making, thereby building on the Borough's identity and heritage. Addressing Climate Change, protecting the environment, whilst delivering much needed jobs, homes, and local infrastructure and services.

Strategic aims



- Gravesham Borough Council shall seek to be as open and helpful as possible regarding planning applications for residents, businesses, designers, and developers, and this will be via a fair, consistent, and timely approach.
- With this aim of being helpful planning shall answer generic queries in a timely manner but any queries that are of (but not limited to) a substantial, detailed, technical or policy nature shall only be answered by the recommended Pre-Application Process or should a Pre-Application Process not be undertaken then through the formal decision-making process for planning applications.
- The Local Validation list sets out the expectations and requirements of applications received by the council to be listed as validated.

Strategic aims



- It is not the responsibility of the council or the taxpayer to correct or edit the work of developers and submissions to the council that may present of a subpar nature to ensure policy and legislative compliance but to assess and decide on them fairly, consistently and in a timely manner.
- Should developers submit an application that is incomplete or not of a standard that could reasonably be expected for the planning service to make an informed decision and/or recommendation for decision then this will be rejected or listed as not valid through positive communications. Should a pre-application not have been sought this may be the recommendation where the council will formally assist the applicant through the pre-application process.

Components



- General requests for advice
- Pre-application service
- Application types
- Submission of application (validation)
- Notification, consultation and site visits
- Commenting on planning applications
- Decision making including planning conditions and Developer Contributions (Section 106)
- Post-decision including appeals and Planning Enforcement



- Explanation of topic area
- Definitions (as needed)
- Service level expectations – may include
 - Flowchart
 - Timescales



Submission and validation of the application

- the information that you will need to submit will depend on the type of application and the constraints in the location of the proposal, as set out in our local planning validation checklist
 - It is described as a checklist so you can check the requirements have been fully completed before submission
- we will tell you if your application is valid, or if information is missing, within 5 working days for minor and householder applications, and 10 working days for major applications
- we will tell you if additional information is needed, clarifying what information we require from you, and give you 28 days to provide that information
- the ‘timer’ for our consideration of the application will not start until you have supplied all the information required



- In due course, it is intended that there is a range of supporting material produced including:
 - Gravesham S106 and Developer Contributions Strategy
 - Planning Checklist (Pre-Application)
 - Refreshed Local Validation list
 - Refreshed webpages

Monitoring and evaluation



- Action plan
- Annual report to Strategic Environment Cabinet Committee including:
 - the successes and challenges of the year past, and
 - plans for the year ahead