



**FULL PLANNING PERMISSION checklist to be followed when using the following forms -**

- a. Planning permission<sup>1</sup>
- b. Planning permission and demolition in a conservation area
- c. Planning permission and listed building consent
- d. Planning permission and advertisement consent

You will need to provide the documents and information below to support your application. If you do not, your application may be delayed, you may be asked to submit additional information, or it may be returned to you. We encourage you to submit all applications online via the [planning portal](#).

Please refer to our [naming conventions](#) and combine related plans/documents (e.g. existing plans and proposed plans) to reduce the number of separate files where possible.

**National Requirements - in line with [Town and Country Planning \(Development Management Procedure\) \(England\) Order 2015 \(as amended\)](#)**

Information	When required	Policy and further advice
Completed application form <sup>2</sup>	Required	
Certificates: <ul style="list-style-type: none"> <li>• Completed ownership certificate (A, B, C or D) as appropriate               <ul style="list-style-type: none"> <li>If Ownership Certificate B is completed, Notice 1 is required</li> <li>If Ownership Certificate C is completed, Notices 1 and 2 are required</li> <li>If Ownership Certificate D is completed, Notice 2 is required</li> </ul> </li> <li>• Agricultural Holdings Certificate</li> </ul>	Required	See Westminster website guidance on <a href="#">ownership certificates</a>
A location plan and site plan	Required	See detail of requirements in <a href="#">national guidance on maps and plans</a> <a href="#">Buy a plan</a> – external website
Fee	Required	See Westminster website advice on <a href="#">Planning application fees</a>
Design and Access Statement	Required for: <ul style="list-style-type: none"> <li>• major development;</li> <li>• development in a designated area<sup>3</sup> which would create one or more dwelling houses or 100m<sup>2</sup> or more of new floorspace; and</li> <li>• all applications for listed building consent.</li> </ul>	See our website advice - <a href="#">Design and Access Statements   Westminster City Council</a>

<sup>1</sup> [https://www.planningportal.co.uk/info/200126/applications/60/consent\\_types/3](https://www.planningportal.co.uk/info/200126/applications/60/consent_types/3)

<sup>2</sup> The application form should include data required by the Greater London Authority [Planning London Datahub](#) as set out on the Planning Portal 1APP form

<sup>3</sup> A conservation area or world heritage site

Gateway One Fire Statement	<p>Required for all applications which involve:</p> <ul style="list-style-type: none"> <li>• provision of one or more relevant buildings<sup>4</sup>; or</li> <li>• development of an existing relevant building; or</li> <li>• development within the curtilage of a relevant building.</li> </ul>	<p>Planning Gateway One Fire Statements must use the Government's <a href="#">fire statement form</a></p> <p>See advice on our website <a href="#">Fire Statements   Westminster City Council</a></p> <p>See <a href="#">Government guidance on Planning Gateway One</a></p>
Statement that the application is made in respect of Crown land	Required for planning applications in respect of Crown Land	<a href="#">Article 8 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended).</a>
Sustainable Drainage (SuDS) Strategy	Required for major development.	See advice in <a href="#">Environmental SPD</a>
Environmental Statement	Environmental Impact Assessment (EIA) required in circumstances set out in the Town and Country Planning (Environmental Impact Assessment) Regulations 2017.	<p>Schedule 4 of the <a href="#">The Town and Country Planning (Environmental Impact Assessment) Regulations 2017</a> (SI 2017/571) sets out information to be included in an Environmental Statement. See Guidance: <a href="https://www.gov.uk/guidance/environmental-impact-assessment">https://www.gov.uk/guidance/environmental-impact-assessment</a></p> <p>Applicants can request a 'screening opinion' to determine whether an EIA is required before submitting a planning application.</p>
Biodiversity Net Gain Statement	<p>Required for all Major Applications (From 12 February 2024)</p> <p>Small sites (From 2 April 2024)</p> <p>Except <a href="#">exempt applications</a></p>	<p>Minimum national information requirements as set out in <a href="#">The Town and Country Planning (Development Management Procedure) (England) Order 2015 (legislation.gov.uk)</a></p> <p>If you think your site is exempt from the BNG requirement, check paragraph 3 and 4 of the Biodiversity Net Gain Planning Practice Guidance. Reasons for an exemption must be provided in your application form and be supported by evidence.</p> <p>If you are not exempt minimum information that you must submit is listed in paragraph 11 of the <a href="#">Biodiversity Net Gain Planning Practice Guidance</a>. The requirements include a completed <a href="#">statutory metric</a> and a scaled plan showing on-site habitats. The metric should be completed by a competent person with specialist knowledge of habitat types and conditions, such as an ecologist, who can advise on the calculations.</p> <p>You can find an ecology consultant on the <a href="#">CIEEM website</a></p>

<sup>4</sup> Relevant buildings contain two or more dwellings or educational accommodation and meet the height condition (18m or more in height, or 7 or more storeys whichever is reached first). NB check government guidance as further buildings may be included within the definition.

Local Requirements (including London Plan requirements)		
Information	When required	Policy and Further advice
Plans, drawings and information necessary to describe the development appropriately labelled and including linear scale bar.	Required	Plans required will depend on the nature of the proposals but typically would include existing and proposed plans, elevations and sections.
Completed Community Infrastructure Levy (CIL) Liability Assessment and Additional Information Forms	Required	Download forms on planning portal <a href="https://www.planningportal.co.uk/info/200136/policy_and_legislation/70/community_infrastructure_levy/5">https://www.planningportal.co.uk/info/200136/policy_and_legislation/70/community_infrastructure_levy/5</a>
Affordable Housing Statement	Required if proposal is likely to require the provision of affordable housing.	<a href="#">City Plan</a> Policy 9 <i>Affordable Housing</i>
Affordable Housing Viability Assessment	Required for residential development, including estate regeneration, build to rent, specialist older persons housing, purpose built student housing and purpose built shared living accommodation where proposals generate a requirement to provide affordable housing, do not include the necessary policy compliant provision/financial contribution and this is being justified on viability grounds.	<a href="#">London Plan</a> Policies H4 Delivering affordable housing, H8 Loss of existing housing and estate redevelopment, H11 Build to Rent, H13 Specialist older persons housing, H15 Purpose-built student accommodation and H16 Large-scale purpose-built shared.  Mayor's <a href="#">Affordable Housing and Viability SPG</a> RICS guidance ' <a href="#">Assessing viability in planning under the National Planning Policy Framework 2019 for England</a> '
Air Quality Assessment (AQA) <ul style="list-style-type: none"> <li>Major developments in Opportunity Areas, Housing Renewal Areas and developments subject to EIA should include an <i>Air Quality Positive Statement</i>.</li> <li>Major developments and developments incorporating Combined Heat and Power (CHP) should include <i>Air Quality Neutral Calculations</i>.</li> </ul>	Required for <ul style="list-style-type: none"> <li>all major development;</li> <li>proposals that include potentially air pollution generating uses or combustion-based technologies<sup>5</sup>;</li> <li>proposals incorporating sensitive uses<sup>6</sup>; and</li> <li>developments that creates new residential units within Air Quality Focus Areas.</li> </ul>	<a href="#">City Plan</a> Policy 32 <i>Air Quality</i> <a href="#">London Plan</a> Policy S11  Use the <a href="#">interactive policies map</a> to check if you are in an Air Quality Focus area.  See <a href="#">advice on Air Quality Assessments</a>  Read <a href="#">Environmental SPD</a>

<sup>5</sup> potentially air pollution generating uses may include those that would generate changes in traffic volumes or traffic composition including development of bus or coach stations, development of underground car parks with extract ventilation or uses that involve combustion processes. Refer to the Institute of Air Quality Management guidance for further advice on thresholds.

<sup>6</sup> Sensitive uses include many types of social and community infrastructure, including schools, hospitals and nursery facilities, as well as types of specialist housing such as elderly housing and care homes.

<p>Archaeological Assessment</p> <ul style="list-style-type: none"> <li>An archaeological desk-based assessment prepared by an IFA registered or other suitably qualified organisation or individual. In some circumstances field evaluation may be required.</li> </ul>	<p>Required for major developments within an Archaeological Priority Area (APA) and including excavation / ground works, or applications/ground works involving excavation within an APA Tiers 1-3. May be required for other development within APAs<sup>7</sup>.</p>	<p><a href="#">City Plan</a> Policy 39 <i>Westminster's Heritage</i> See Westminster <a href="#">website for further advice on Archaeology and to check if the site is in an APA</a>.</p>
<p>Biodiversity Survey and Report</p>	<p>Required if proposed development is on or close to a Site of Importance for Nature Conservation (SINC), would impact on a priority species or habitat or other ecological feature outside of the SINC network.</p>	<p><a href="#">City Plan</a> Policy 34 <i>Green Infrastructure</i>, <a href="#">London Plan</a> Policy G6 <i>Biodiversity and access to nature</i>. Designated sites are shown on the City Plan proposals map, which can be viewed on our <a href="#">interactive policies map</a> For small sites, use the <a href="#">Wildlife Assessment check</a> tool. Read advice in the <a href="#">Environmental SPD</a></p>
<p>BREEAM Pre-assessment,</p> <ul style="list-style-type: none"> <li>Must be undertaken by a Licensed BREEAM accredited assessor.</li> </ul>	<p>Required for</p> <ul style="list-style-type: none"> <li>Non-domestic development<sup>8</sup> creating 500sqm GIA or greater</li> <li>Conversions or extensions which create 500sqm(GIA) or greater of residential floorspace or five or more residential units</li> </ul>	<p><a href="#">City Plan</a>, Policy 38 <i>Design Principles</i>, <a href="#">London Plan</a> Policy SI5 <a href="#">Environmental SPD</a>  Find an accredited assessor - <a href="https://www.greenbooklive.com/search/index.jsp">https://www.greenbooklive.com/search/index.jsp</a></p>
<p>Circular Economy Statement</p>	<p>Required for all applications referable to the Mayor of London<sup>9</sup>.</p>	<p><a href="#">City Plan</a> Policy 37 <i>Waste Management</i>, <a href="#">London Plan</a> Policy SI7 <a href="https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/london-plan-guidance/circular-economy-statement-guidance">https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/london-plan-guidance/circular-economy-statement-guidance</a></p>
<p>Code of Construction Practice (CoCP), Signed DRAFT checklist</p>	<p>Required for all proposals involving basement excavation (Checklist B) and for all other Level 1 and Level 2 proposals as <a href="#">defined in the CoCP</a> (Checklist A).</p>	<p>See Westminster City Council <a href="#">Code of Construction Practice</a> - <a href="https://www.westminster.gov.uk/code-construction-practice">https://www.westminster.gov.uk/code-construction-practice</a></p>
<p>Contaminated Land Assessment</p>	<p>Required if application site is known to be or is suspected of being contaminated or for</p>	<p><a href="#">City Plan</a> Policy 33 <i>Local Environmental Impacts</i> Further guidance in <a href="#">Contaminated Land Guidance for Developers submitting planning</a></p>

<sup>7</sup> Where advised by the Greater London Archaeology Advisory Service

<sup>8</sup> This includes all non- residential developments (including conversions, extensions, and changes of use) of 500 sqm or more.

<sup>9</sup> As set out in the [Mayor of London Order \(2008\)](#)

	applications for basement development (the latter should include a radon assessment)	<a href="http://www.westminster.gov.uk/contaminated%E2%80%90land">applications in Westminster - www.westminster.gov.uk/contaminated%E2%80%90land</a>
Crime Prevention Statement (including Counter Terrorism Measures). <ul style="list-style-type: none"> <li>May form part of Design and Access Statement, where provided.</li> </ul>	Required for major developments and for other proposals which, because of their nature or location, are likely to have an impact on crime and disorder or on the fear of crime.	<a href="#">City Plan</a> Policy 38 <i>Design Principles</i>
Daylight/Sunlight Assessment	Required if proposal is likely to have an adverse effect upon levels of light to adjoining sensitive land uses <sup>10</sup> .	<a href="#">City Plan</a> Policy 7 <i>Managing development for Westminster's people</i> BRE <i>Site layout planning for daylight and sunlight: a guide to good practice</i> (P. Littlefair September 2011)
Delivery and Servicing Plan	Required for development referable to the Mayor and may be required for non-residential development that generates new or additional servicing, collections and/or deliveries – normally agreed through pre-application discussions.	<a href="#">City Plan</a> Policy 29 <i>Freight and Servicing</i> and <a href="#">London Plan</a> Policy T7 <i>Deliveries, Servicing and Construction</i>
Electromagnetic Field Survey	May be required for certain types of development that would generate an electromagnetic field in proximity to sensitive occupiers (e.g. residential, educational etc) or where accommodation for sensitive occupiers is proposed in close proximity to existing electromagnetic field sources (e.g. electricity sub-stations).	Read government advice on <a href="#">Electromagnetic fields</a> <a href="https://www.gov.uk/government/collections/electromagnetic-fields">https://www.gov.uk/government/collections/electromagnetic-fields</a>
Energy Strategy <ul style="list-style-type: none"> <li>Including Cooling Strategy</li> </ul>	Required for all major development	<a href="#">City Plan</a> Policy 36 Mayor of London's draft Energy Assessment Guidance: <a href="https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/london-plan-guidance/be-seen-energy-monitoring-guidance">https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/london-plan-guidance/be-seen-energy-monitoring-guidance</a>

<sup>10</sup> In addition to residential accommodation, sensitive land uses may include many types of social and community infrastructure, including schools, hospitals, and nursery facilities, as well as types of specialist housing such as elderly housing and care homes.

Fire Statement – London Plan	Required for all major development	<a href="#">London Plan</a> D12 <i>Fire Safety</i> See <a href="#">Fire Statements   Westminster City Council</a>
Flood Risk Assessment (FRA)	Required for all development which may have flood risk implications if site <ul style="list-style-type: none"> <li>• lies within Flood Risk Zones 2 and 3 as defined by the Environment Agency (mainly Pimlico and Victoria areas and sites close to the River Thames)</li> <li>• if the site is within a surface water flooding hotspot,</li> <li>• or if the application involves development of 1 hectare or greater elsewhere in Westminster.</li> </ul>	<a href="#">City Plan</a> Policy 35 <i>Flood Risk</i> and Policy 45 <i>Basements</i> <a href="#">London Plan</a> Policy SI12 <i>Flood Risk Management</i> .  Use our <a href="#">interactive policies map</a> to check if you are in flood zone 2 or 3 or a hotspot  For more detail on categories of development which require an assessment see <a href="#">Environment Agency's Advice on Flood Risk Assessments</a> .
Foul Sewage and Utilities Assessment	Required for major development if proposal involves connection to or changes to the existing utility infrastructure systems.	<a href="#">London Plan</a> Policies SI3 <i>Energy Infrastructure</i> , SI5 <i>Water Infrastructure</i> and SI6 <i>Digital Connectivity Infrastructure</i> .
Heritage Statement/ Heritage Impact Assessment (HIA) <ul style="list-style-type: none"> <li>▪ May form part of Design and Access Statement, where provided.</li> </ul>	Required if proposal affects heritage assets <sup>11</sup> , including their settings. HIA following ICOMOS methodology required for development with potential to impact on the Outstanding Universal Value of the Westminster World Heritage Site.	<a href="#">City Plan</a> Policy 39 <i>Westminster's Heritage</i>  See Westminster website advice on <a href="#">heritage statements</a> for further information on requirements and our heritage statement template.  See Westminster <a href="#">Guidance for Applicants on Heritage Impact assessment for proposals affecting the Westminster World Heritage Site</a> .
Landscaping/ Replacement Planting Strategy/ Landscaping details <ul style="list-style-type: none"> <li>▪ For Major Development Urban Greening Factor Assessment is required</li> <li>▪ Cross reference Biodiversity survey if provided separately.</li> </ul>	Required for major development, basement development extending below garden land, development creating new public realm and private space or resulting in the loss of existing landscaping. Details of planting and a management plan	<a href="#">London Plan</a> G5 <i>Urban greening</i> and G7 <i>Trees and woodlands</i> <a href="#">City Plan</a> Policy 34 <i>Green Infrastructure</i> and Policy 44 <i>Public Realm</i> . <a href="#">Environmental SPD</a>  Access London Plan Draft Guidance on Urban Greening Factor and UGF Calculator <a href="https://www.london.gov.uk/what-we-do/planning/implementing-london-">https://www.london.gov.uk/what-we-do/planning/implementing-london-</a>

<sup>11</sup> This includes all designated heritage assets – the world heritage site, scheduled monuments, listed buildings, conservation area and registered parks and gardens and may be required for non-designated heritage assets, including unlisted buildings of merit or buildings, statues and open spaces outside conservation areas but identified as being of heritage significance. Will always be required if filling in forms b or c.

	<p>should be provided where new green roofs and walls are proposed.</p> <p>Where a Design and Access Statement is provided, landscaping should follow from the Statement's design concept.</p>	<a href="#">plan/london-plan-guidance/urban-greening-factor-ugf-guidance</a>
Lighting Assessment	<p>May be required if proposal includes the installation of external lighting<sup>12</sup>.</p>	<p><a href="#">City Plan</a> Policy 33. Institution of Lighting Professionals in their Guidance Note 01/21 'The Reduction of Obtrusive Light'</p>
London Sustainable Drainage Proforma	<p>Required for major development to demonstrate whether there are surface water implications</p>	<p><a href="#">City Plan</a> Policy 35 <i>Flood Risk</i> See <a href="https://www.london.gov.uk/what-we-do/environment/climate-change/surface-water/london-sustainable-drainage-proforma#acc-i-56822">https://www.london.gov.uk/what-we-do/environment/climate-change/surface-water/london-sustainable-drainage-proforma#acc-i-56822</a></p>
Marketing and Viability Assessment	<p>Required where applications propose the loss of uses protected by policies within the development plan</p>	<p><a href="#">City Plan</a> Policies 10 <i>Housing for Specific Groups</i>, 13 <i>Support Economic Growth</i>, Policy 16 <i>Food, Drink and Entertainment</i>, Policy 17 <i>Community Infrastructure and Facilities</i>, Policy 22 <i>Harley Street Special Policy Area</i> and Policy 30(B) <i>Technological Innovation in Transport</i>. <a href="#">London Plan</a> Policies SD5 <i>Offices, other strategic functions and residential development in the CAZ</i>, E1 <i>Offices</i>, E7 <i>Industrial intensification, co-location, and substitution</i> and HC7 <i>Protecting Public Houses</i>.</p>
<p>3D model</p> <ul style="list-style-type: none"> <li>Models should be in fbx format and should be geo-located.</li> </ul>	<p>May be required for major applications/ tall building proposals or development affecting the Westminster World Heritage site, LVMF or significant views<sup>13</sup> - normally agreed through pre-application discussions.</p>	<p><a href="#">City Plan</a> Policy 40 <i>Townscape and Architecture</i> <a href="#">London Plan</a> Policy D4 <i>Delivering Good Design</i>, HC2 <i>World Heritage Sites</i> and HC3 <i>Strategic and Local Views</i></p>
Noise Impact Assessment (Acoustic Report)	<p>Required for all developments that could affect noise sensitive receptors, could cause existing nearby uses to have to curtail their activities (agent of change principle) and for new noise sensitive development (e.g.</p>	<p><a href="#">City Plan</a> Policy 33 <i>Local Environmental Impacts</i>,</p>

<sup>12</sup> For example, applications for new floodlights in parks and sports pitches or façade lighting schemes for buildings.

<sup>13</sup> Can be determined through pre-application discussions and would depend on the scale and likely prominence of the proposed development.

	residential) in areas with high noise levels.	
Odour Assessment	Required for proposals that involve significant sources of odour <sup>14</sup> .	<a href="#">City Plan</a> Policy 33 <i>Local Environmental Impacts</i> , London Plan Policies D13 <i>Agent of Change, Environmental SPD</i> , <a href="#">Air Quality Management (IAQM) 'Guidance on the assessment of odour for planning' (July 2018)</a> .
Parking Design and Management plan	Required where development includes associated on-site car parking spaces.	<a href="#">City Plan</a> Policy 27 <i>Parking</i> <a href="#">London Plan</a> Policies T6 <i>Parking</i> , T6.1 <i>Residential Parking</i> , T6.2 and T6.5 <i>Non-Residential Disabled Persons Parking</i> . See <a href="#">advice</a> .
Photographs/ AVR	Required in support of large redevelopment schemes or if proposal involves the demolition of an existing building or the development affects a conservation area or a listed building. Recommended for other applications.	<a href="#">City Plan</a> Policy 39 <i>Heritage</i> and 40 <i>Townscape and Architecture</i>
Planning Statement	Required for all major applications and where planning obligations are required. Recommended for minor development including changes of use.	<a href="#">National Planning Practice Guidance</a> <a href="https://www.gov.uk/guidance/making-an-application#Plans-and-drawings">https://www.gov.uk/guidance/making-an-application#Plans-and-drawings</a>
Purpose Built Shared Living Management Plan	Required for all proposals for purpose built shared living accommodation.	<a href="#">City Plan</a> Policy 11 <i>Innovative Housing Delivery</i> <a href="#">London Plan</a> Policy H16 <i>Large-Scale Purpose-Built Shared Living</i> .
Sequential Test and Impact Assessment	Required where main town centre uses are proposed outside of the CAZ and the town centre hierarchy Impact Assessment required for proposals for new, or extensions to existing, edge or out-of-centre development for retail, leisure and office uses that are not in accordance with the Development Plan	<a href="#">City Plan</a> Policy 14 <i>Town Centres, High Streets and the CAZ</i> <a href="#">Town Centres and Retail' section of the NPPG</a> .

<sup>14</sup> For example, where there is a low level kitchen extract. See Environmental SPD

Shisha Smoking Management Plan	Required for all applications for shisha smoking premises.	<a href="#">City Plan</a> Policy 33 <i>Local Environmental Impacts</i> , <a href="#">London Plan</a> Policies D13 <i>Agent of Change</i> , <a href="#">Environmental SPD</a> .
Statement of Community Involvement	Required where community involvement has been undertaken prior to making an application.	<a href="#">City Plan</a> Policy 38(C) <a href="#">Statement of Community Involvement (2014)</a> (see Section 8) Informal guidance 'Early Community Engagement Guidance Note for Applicants and Developers
Structural Methodology Statement <ul style="list-style-type: none"> <li>including appropriate self-certification by suitably qualified engineer<sup>15</sup>.</li> <li>For basements include soil investigation, geo-hydrology assessment and SuDS statement</li> </ul>	Required where substantial demolition or excavation works are proposed.	<a href="#">City Plan</a> Policies 39 Westminster's Heritage and 45 Basement Development.
Sustainable Design Statement <ul style="list-style-type: none"> <li>may form part of Design and Access Statement where provided.</li> </ul>	Required for all applications which create additional floorspace and where extensive works to retrofit/improve the environmental performance of the building are proposed.	<a href="#">City Plan</a> Policy 38 <i>Design Principles</i> , Policy 39 <i>Westminster's Heritage</i> , Policy 36 <i>Energy</i>  See <a href="#">Westminster website</a> for guidance.
Tables and Chairs development – supplementary information including: <ul style="list-style-type: none"> <li>existing and proposed plans with footway dimensions clearly annotated and showing all street furniture, streetlights, street trees, service hatches, loading pads etc;</li> <li>drawings or example images the design and appearance of all furniture and associated equipment.</li> </ul>	All applications for tables and chairs on the public highway.	<a href="#">City Plan</a> Policy 43 <i>Public Realm Westminster Way - Public realm strategy Design principles and practice SPD (2011)</i>
Telecommunications Development – supplementary information including ICNIRP declaration	Required for proposals for mast and antenna development by mobile phone network operators in England.	<a href="#">Code of Practice on Mobile Network Development in England (2016)</a> <a href="#">City Plan</a> Policy 19
Townscape Visual Impact Assessment	Required for development that would have significant impact on townscape or affect strategic views. Requirement normally agreed at pre-application stage.	<a href="#">City Plan</a> Policies 40 <i>Townscape and Architecture</i> and 41 <i>Building Height</i> <a href="#">London Plan</a> Policies HC2 <i>World Heritage Sites</i> , HC3 <i>Strategic</i> and HC4 <i>London View Management Framework</i> and D9 <i>Tall Buildings</i> . <a href="#">London View Management Framework SPG (2012)</a> .

<sup>15</sup> A Chartered Civil Engineer (MICE) or Structural Engineer (MI Struct.E). See Institution of Structural Engineers [www.findanengineer.com/index.asp](http://www.findanengineer.com/index.asp) or Institution of Civil Engineers [www.ice.org.uk/](http://www.ice.org.uk/)

		The draft <a href="#">Metropolitan Views SPD</a> , World Heritage Site Management Plan and conservation area audits identify important local views.
Transport Statement (TS)/ Transport Assessment (TA)	Required if proposal is likely to have significant transport implications - normally agreed at pre-application stage.	<a href="#">City Plan</a> Policy 24 <i>Sustainable Transport</i> in the City Plan; London Plan Policy T3 <i>Transport Capacity, Connectivity and Safeguarding</i> .
Travel Plan/ Local Level Travel Plan	Required for applications referable to the Mayor of London and if proposal is likely to have significant transport implications – this will normally be determined during discussions with officers at pre-application stage	<a href="#">City Plan</a> Policy 24 <i>Sustainable Transport</i> <a href="#">London Plan</a> Policy T4 4 <i>Assessing and mitigating transport impacts</i> .
Tree survey/ Arboricultural assessment • Details must accord with the recommendations in the current British Standard 5837 Trees in relation to design, demolition and construction.	Required if proposal is likely to affect trees within the application site or on land adjacent to the site (including street trees).	<a href="#">City Plan</a> Policy 34 <i>Green Infrastructure Environmental SPD</i> See <a href="#">advice on requirements</a> . WCC website advice on <a href="#">trees</a>
Whole Life Cycle Carbon Assessment	Required for all applications referable to the Mayor of London and for major applications for redevelopment involving substantial demolition <sup>16</sup>  All major non-referable development is encouraged to calculate unregulated emissions and undertake a whole life-cycle carbon assessment.	<a href="#">London Plan</a> Policy S12 <i>Minimising Greenhouse Gas Emissions</i> , <a href="#">City Plan</a> Policy 38 <i>Design Principles</i> . Draft Environmental SPD  Use Mayor of London <a href="#">Whole Life-Cycle Carbon Assessment guidance</a>  See website guidance - <a href="https://www.westminster.gov.uk/westminster-environment-guidance-section-b/section-b-embodied-and-whole-life-carbon">https://www.westminster.gov.uk/westminster-environment-guidance-section-b/section-b-embodied-and-whole-life-carbon</a>

<sup>16</sup> Substantial demolition will include total demolition of a building, façade retention redevelopment schemes and other redevelopment schemes where only the superstructure is retained.