

PLEASE NOTE

- Once an application has been approved, development must not commence until a Phase I report and if required a Phase II report and RS are submitted to, approved by, and the appropriate contaminated land conditions discharged by LCC.
- Phase I and Phase II Reports may be combined providing the submitted report contains sections A(a) to A(h) and B (b) to B (g)
- General recommendations for remediation made in the Phase II Report will not be accepted as a substitute for a Remediation Statement
- Reference should also be made, where applicable, to LCC's 'green' leaflet, which provides guidance on Human Health Risk Assessment, the 'yellow' leaflet which provides additional guidance for residential development on land that may be affected by contamination and the **Development on Land Affected by Contamination** guidance by YAHPAC. All these guidance leaflets are available for download free of charge at www.leeds.gov.uk/contaminatedland
- **ONLY** proposals for one house in an existing garden site will be validated with the more limited historical map review and not a full Phase I report. However any other reports may be requested for these applications if the historical map review identifies any potentially contaminating previous land uses.
- A minimum of a Phase I Report **MUST** be submitted with **ALL** other residential and vulnerable end use proposals.

Key Reference Documents (Please note that the list below is not exclusive or exhaustive)

- British Standards Institution, 1999, BS 5930, **Code of Practice for Site Investigations**
- British Standards Institution, 2001, BS10175, **Investigation of Potentially Contaminated Sites – Code of Practice and its Investigation**
- Department of Environment, Food & Rural Affairs/Environment Agency. SR reports, CLEA v1.04, SGV and TOX reports available at <http://www.environment-agency.gov.uk>
- DEFRA and Environment Agency, 2004, CLR Report No 11, **Model Procedures for the Management of Contaminated Land.**
- Department for Environment, Food and Rural Affairs, Circular 01/2006, **Environmental Protection Act 1990: Part 2A Contaminated Land**
- Environment Agency, 2001, **Development of Appropriate Soil Sampling Strategies for Land Contamination**, Technical Report P5-066/TR
- Environment Agency & NHBC, 2008, R&D Publication 66, **Guidance for the Safe Development of Housing on Land Affected by Contamination**
- CIEH/CLAIRE, 2008, **Guidance on Comparing Soil Contamination Data with a Critical Concentration.**
- Environment Agency, 2000, R&D Technical Report P401 **Survey of Remedial Techniques for Land Contamination in England and Wales**
- Office of the Deputy Prime Minister, 2004, **Planning Policy Statement 23: Planning and Pollution control**
- There are a number of gas guidance documents available these include:
 - British Standards Institution, 2007, BS 8485, **Code of Practice for the Characterisation and Remediation of Ground Gas in Brownfield Developments,**
 - NHBC, 2007, **Guidance on Evaluation of Development Proposals on Sites Where Methane and Carbon Dioxide are Present.**
 - CIRIA, 2007, C665, **Assessing risks posed by Hazardous Ground Gases to Buildings.**

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The Development of Contaminated Sites

Reports Required in Support of Planning Applications

Due to its industrial history, a high percentage of land in Leeds is potentially contaminated. When submitting planning applications, it is the applicant's responsibility to provide information on whether the site is contaminated and undertake any remediation required.

To aid the swift processing of planning applications for potentially contaminated sites, the following guidance on the content of supporting reports is provided. The scope of submitted reports must reflect the size and complexity of the site, the necessary level of investigation as well as likely contamination risks.

The requirements listed overleaf will enable planning officers to make informed decisions on the suitability of the proposed development and remediation schemes. *Failure to include at least this level of information may result in requests for further information which may lead to significant delays in processing your application.*

Submission of Reports

The level of land contamination information that Leeds City Council (LCC) requires to be submitted in support of a planning application will depend on the proposed end use. Sites which are considered to have a more 'vulnerable' end use will require more information "up front" than lower vulnerability proposals. Below is a table which illustrates the information that is required in support of different types of applications. If you have any queries concerning the level of information required in support of a planning application please contact the case planner.

Proposed Development	Information required
Vulnerable end use (any residential, schools, nurseries, allotments, children's play areas and playing fields, etc.)	A minimum of a Phase I Desk Study Report and if necessary a Phase II Site Investigation Report and Remediation Statement to be submitted as part of planning application
Low vulnerability (offices, shops, restaurants, industrial, car parks, etc.)	A minimum of a Phase I report should be submitted if the development site is: 1. Located within 250m of a landfill site (LFS) and/or 2. Has a previous potentially contaminating history.
One house in an existing garden site ONLY (see notes at back of leaflet)	A complete review of historical maps and any LFSs within 250m of the site (factual information on LFS can be obtained through our team) including comments about the previous use of the site and its immediate surroundings and concluding whether or not further investigation is required to ensure the site is "suitable for use"

Please note that the above is a general guide and additional reports may be required on a site specific basis. Please contact the Contaminated Land team for further advice. If planning permission is granted, conditions may be attached to the planning permission to secure the submission of further information, for example verification reports.

Supporting reports should be prepared by appropriately qualified professionals. All reports should be sent directly to the case planning officer only. The case officer will forward reports to appropriate consultees for comment. Applicants are advised against entering into direct negotiation, concerning land contamination issues, with either the Environment Agency (EA) or any other departmental consultee without prior notification to the case officer.

At least one copy of all land contamination reports should be submitted in hard copy format.

A. PHASE I REPORTS (inc Desk Top Study)	Included?
(a) Purpose and aims of study	<input type="checkbox"/>
(b) Site location and layout plans	<input type="checkbox"/>
(c) Appraisal of site history and previous surrounding land uses (to include provision of historic plans dating back at least 150 years where possible)	<input type="checkbox"/>
(d) Assessment of environmental setting, to include <ul style="list-style-type: none"> ➤ geology, hydrogeology, hydrology <input type="checkbox"/> ➤ information on coal workings and other mining or quarrying activity <input type="checkbox"/> ➤ information from EA on abstractions, pollution incidents, water quality classification, landfill sites, etc <input type="checkbox"/> ➤ information from LCC on former landfill sites, private water supplies, contaminated land, pollution incidents, etc <input type="checkbox"/> 	
(e) Assessment of current / proposed site use and surrounding land uses	<input type="checkbox"/>
(f) Review of any previous site contamination studies (desk-based or intrusive) or remediation works	<input type="checkbox"/>
(g) Risk assessment based on proposed development <ul style="list-style-type: none"> ➤ Appraisal of actual and/or potential contaminant sources, pathways and receptors <input type="checkbox"/> ➤ Conceptual site model (visual/tabular and written) <input type="checkbox"/> 	
(h) Recommendations including those for intrusive contamination investigation, if necessary, detailing rationale behind proposed design of investigation	<input type="checkbox"/>
B. PHASE II REPORTS (inc Intrusive Site Investigation)	Included?
(a) Review of any previous site contamination studies (desk-based or intrusive) or remediation works	<input type="checkbox"/>
(b) Site investigation methodology <ul style="list-style-type: none"> ➤ methods of investigation <input type="checkbox"/> ➤ plan showing exploration locations and justification of locations <input type="checkbox"/> ➤ sampling and analytical strategies <input type="checkbox"/> 	
(c) Results and findings of investigation <ul style="list-style-type: none"> ➤ ground conditions (soil, gas and water regimes, inc made ground) <input type="checkbox"/> ➤ discussion of soil/gas/water contamination (inc visual, olfactory, analytical and monitoring data) <input type="checkbox"/> 	
(d) Conceptual site model (visual and written, changes from Phase 1 report)	<input type="checkbox"/>
(e) Risk assessment – as a minimum, based on contaminant-pathway-receptor model. Should take account of severity of consequences and likelihood of occurrence. A suitable quantitative risk assessment may be required. Justification of any risk assessment models used and input and output sheets for any Generic Assessment Criteria generated should be included.	<input type="checkbox"/>
(f) Recommendations for remediation – justification should relate to proposed site end use, risk assessment findings, as well as technical and financial appraisal	<input type="checkbox"/>
(g) Recommendations for further investigation, if necessary	<input type="checkbox"/>

C. REMEDIATION STATEMENTS (submitted before remediation)	Included?
(a) Objectives of the remediation works	<input type="checkbox"/>
(b) Detailed outline of the works to be carried out <ul style="list-style-type: none"> ➤ Description of ground conditions (soil, gas, water) <input type="checkbox"/> ➤ Type, form and scale of contamination to be remediated <input type="checkbox"/> ➤ Remediation methodology, including remedial, protective or other works <input type="checkbox"/> ➤ Site plans/drawings <input type="checkbox"/> ➤ Programme of works including any phasing and approximate timescales (as required to fulfil contaminated land planning conditions) <input type="checkbox"/> 	
(c) Consents, agreements and licences (discharge consents, waste management licences, etc.)	<input type="checkbox"/>
(d) Site management procedures to protect site neighbours, environment and amenity during works, including where appropriate <ul style="list-style-type: none"> ➤ Health & safety procedures <input type="checkbox"/> ➤ Dust, noise & odour controls <input type="checkbox"/> ➤ Control of surface water run-off <input type="checkbox"/> 	
(e) Details of how any necessary variations from the approved remediation statement <i>arising during the course of works</i> will be dealt with, including notification to Planning Services	<input type="checkbox"/>
(f) Details of how the works will be verified to ensure the remediation objectives have been met, including details where appropriate on <ul style="list-style-type: none"> ➤ Sampling strategy <input type="checkbox"/> ➤ Use of on-site observations, visual/olfactory evidence <input type="checkbox"/> ➤ Chemical analysis/monitoring data <input type="checkbox"/> ➤ Proposed clean-up standards (i.e. contaminant concentrations) <input type="checkbox"/> ➤ Whether verification will be undertaken on a phased basis <input type="checkbox"/> 	
D. VERIFICATION COMPLETION REPORTS (submitted following remediation)	Included?
(a) Include information as per C(a) to C(f)	<input type="checkbox"/>
(b) Details of who carried out the work	<input type="checkbox"/>
(c) Details and justification of any changes from original Remediation Statement	<input type="checkbox"/>
(d) Substantiating data – should include where appropriate <ul style="list-style-type: none"> ➤ Laboratory and <i>in situ</i> test results <input type="checkbox"/> ➤ Monitoring results for groundwater and gases <input type="checkbox"/> ➤ Summary data plots and tables relating to clean-up criteria <input type="checkbox"/> ➤ Plans showing treatment areas and details of any variances from the original Remediation Statement <input type="checkbox"/> 	
(e) Confirmation that remediation objectives have been met	<input type="checkbox"/>