



This guidance is primarily for property owners, developers, environmental consultants, architects and surveyors who require information to assist their submissions to the Local Planning Authority (LPA)/ Contaminated Land Officer (CLO)/ Environmental Health Officer (EHO) in support of planning conditions applicable to the importation of soils, stones or any other similar materials to a development, for the purposes of garden, landscape or engineering use.

It is strongly recommended that, before importing any material to site, the intended sampling regime for that material is discussed and agreed in advance with the Local Authority LPA/CLO/EHO

The process for ensuring all information is submitted in relation to the relevant planning condition is outlined in **TABLE 1** in a series of step by step actions. Adherence to these will greatly assist the LPA/ CLO/EHO to effectively make final recommendation for discharge and will also ensure that contaminative risks from imported materials are avoided.

STEP 1.

Please use **Table 2**, below as an initial screening tool to use when assessing what testing requirements will be required when considering importing material for use at a development site. The Colour Coding is explained as follows:

Green— Usually no testing required go to **Step 3** –*However this category does not include*

Table 1 – Process for Submitting Relevant Information on Imported Materials

STEP	RESPONSIBILITY	TASK	REQUIREMENT
1		<p>information relating to proposed materials for</p>	<p>Application needs to complete an Imported Materials Declaration Form, which can be found at the end o422(u)-18699253(10)</p>

TABLE 2. Screening Tool to Assess if Chemical Testing is Required

Nature of Imported Materials	Comments	Chemical Testing required
Bagged or bulk bag quantities of soils / compost and sand.	<u>Applicable only to</u> materials available from retail outlets such as garden centres, DIY Superstores or builder's merchants. All other sources will require testing in accordance with TABLE 3 overleaf, unless otherwise agreed with a CLO/EHO.	TESTING NOT REQUIRED
Bagged / bulk quantities of aggregate, gravel and stone.	<u>Applicable only to</u> material available from retail outlets such as garden centres, DIY Superstores or builder's merchants. All other sources will require testing in accordance with TABLE 2 overleaf, unless otherwise agreed with a CLO/EHO	
Naturally sourced materials.	Includes quarry products and peat which have accompanying British Standard certification.	

IMPORTED MATERIALS DECLARATION FORM

1.	Planning Permission Number	2.	Development Address





