

Contaminated Land Report Screening Checklist

This “*Screening Checklist*” should be completed by an appointed Environmental Consultant and accompany any submission to LCC (LPA or EPU) in electronic format.

Site (full address):				Development end-use:		
Appointed Environmental Consultant:	Environmental Consultancy	Developer:	Developer	Planning App / Ref No:		
	Consultants' contact name		Contact name	Relevant Planning Condition No/s:		
	e-mail address		e-mail address	Planning Case Officer:		
Submitted report/s or correspondence (incl. Ref / Date) # :						

This factual, non-interpretative “*Screening Checklist*” is used by Liverpool City Council (LCC) Environmental Protection Unit (EPU) to initially verify every Local Planning Authority (LPA) submission for its adequacy and suitability during the assessment of proposed developments on potentially-contaminated land (or for sensitive end-uses). Competent Environmental Consultants (demonstrating possession of the necessary specific skills, ability and experience in the assessment / remediation of Contaminated Land) should familiarise with these requirements ‘prior to, or during’ the preparation of any phased investigation for submission to the LPA (within jurisdiction of LCC).

Where it is considered that particular requirements of this “*Screening Checklist*” may not be appropriate (on a development-specific basis) a thorough written justification must be presented ‘prior to’ submission of relevant document/s. LCC EPU’s prior acceptance of these justifications will be explicitly necessary to negate any “*Screening Checklist*” requirement.

Submitted reports and / or any subsequent correspondence which, following an initial review by LCC EPU, do not comply with any aspect of this “*Screening Checklist*” (or have not been prior-agreed) will be referred back to the Developer for re-consideration ‘prior to’ any further review of the submitted information. This exercise does not itself constitute a detailed review by LCC EPU, but pre-empt a comprehensive review being undertaken. Further amendments or issues may be highlighted or required at any time. Additionally, it intends to supplement, not preclude, any requirements of published statutory or non-statutory technical guidance (where relevant and applicable).

1. Planning Application / Permission information:			COMPULSORY
✓ Notes (see below). Include each section where they are relevant to the submission			
Planning Application / Permission details		All Planning-related information (Site Plans, Planning Consents, Conditions etc...) is available at Planning & Building Control - Search and track current applications . This information has been accessed directly or provided by the Developer (i.e. for Pre-Planning consultations)	
Development boundary / intended end-use		The site boundary, and the intended end-use being assessed, match that of the proposed development	
Development Layout Plans		Clear ‘schematic’ Development Layout Plans are assessed in detail and enclosed as part of all assessments	
‘Sub-phased’ developments		For any sub-phase of a development, submitted information (including relevant desk-based study, ground investigation, remediation, validation details, phasing plans etc...) relates specifically to the area of land in question	
2. Report Status / Objectives / Contents:			COMPULSORY
Report objectives		This report intends to present part of a phased assessment for potential land contamination with regards to determining this development’s ‘suitability for its intended use’ under the National Planning Policy Framework	
Draft / interim / short form / summary reports (or similar)		Submission of draft / interim reports or short form / summary assessments (or similar) is not appropriate. The submitted report intends to present a ‘finalised’, complete assessment, suitable for regulatory review	
Revised / amended reports		Revised / amended reports are clearly-identifiable on QA / QC log sheets (to prevent the mis-use of superseded documents)	

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Factual reports		Exclusively 'factual' reports of any form (e.g. Environmental Information datasets or factual Ground Investigation reports) are not sufficient. These are supplemented with appropriate full interpretations / assessments
Copyright / assignment permissions		We confirm that all commercial assignment permissions are in place where reliance is placed on third party copyright information
Appendices		All Appendices (or additional referenced information) have been checked and are fully-enclosed as part of this submission
3. Conceptual Site Models:		COMPULSORY
Inclusion of Conceptual Site Model/s*		Tabulated / diagrammatic Conceptual Site Models, describing 'potential or confirmed' Pollutant Linkages at / from the development site, form part of this submission
4. Desk-based study aspects:		PRIOR TO COMMENCEMENT OF DEVELOPMENT - DESK-BASED STUDY & SITE WALKOVER
Site inspection / walkover survey*		A site walkover has been undertaken to ascertain existing ground conditions, topography, ground investigation constraints, potential contamination issues, general site environs etc... (as a non-exhaustive list). Findings are documented within the desk study assessment (including relevant photographs with accompanying descriptions)
LCC EPU existing site records / information		Desk study enquiries with LCC EPU are strongly encouraged (Submit a request or inspect public records in our office). Where LCC EPU hold site records / information that is not referenced then report/s may be referred back to the Developer
Previous investigations / remediation*		Consideration given to the adequacy of former investigations or site remediation works, against current guidance / assessment standards and intended development proposals (or findings are disregarded, reviewed or re-assessed accordingly)
Potential contaminants / sampling suite justification*		Where relevant to a site or adjacent former land uses, DoE Industry Profiles are clearly-listed and fully referenced to justify the rationale for proposed chemical analysis suites. Historical Trade Directories are used to identify land-uses where records are incomplete (i.e. for un-specified 'Works / Factories')
5. Ground Investigation (general) aspects:		PRIOR TO COMMENCEMENT OF DEVELOPMENT - GROUND INVESTIGATION
G.I. based on desk study*		A desk-based study has been submitted previously (and approved), or a combined desk study / G.I. assessment is enclosed that forms the basis of G.I. requirements / methodologies (reliance on desk studies includes associated assignment permissions)
Submission of G.I. proposals		Where submitted for regulatory consultation, G.I. proposals are competently-presented and clearly-justified in thorough detail
Ground Investigation constraints*		Areas of G.I. constraints are described / illustrated on plans, and include proposals for further investigation upon their clearance
Site detail / exploratory hole location plans*		Hand-annotated 'sketch' drawings are not presented. All plans are accurate, scaled and with suitable keys / legends
Historical features / exploratory hole location overlay plan/s*		An exploratory hole location plan/s overlaying 'all' historical potential sources and features is presented (justifying the targeting / selection / extent of exploratory locations, and chemical analysis suites employed). Areas of G.I. constraints are also delineated
6. Sampling / monitoring protocols & Contaminants of Concern:		ALL PHASES OF ASSESSMENT
Sampling & monitoring protocols (particularly for volatile contaminants) *		Sampling & monitoring protocols are clearly-detailed. Use of appropriate sampling techniques, containers, treatment, storage and prompt laboratory submission times undertaken to prevent potential loss / decay from samples
Investigation / sampling strategy justification*		Investigation / sampling strategies (both spatial and vertical) accurately-target potential source areas / locations; and also consider exposure pathways (e.g. relevant sampling depths for non-volatile / volatile contaminants). Ground investigations are not designed solely on geotechnical assessment requirements. Proposed post-development / finished ground levels (either through site level reductions or land raising) have also been considered

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PCB analysis (for attributable sources) *	Consideration given to both 'dioxin-' and 'non-dioxin' like Congeners during investigations for PCBs (where required)
Asbestos*	Consideration given to potential asbestos from former demolition / disposal activities (both ACMs and loose fibres). Requests may be made for Destructive surveys and associated clearance certificates for 'recent' demolition activities
Laboratory analysis results	Copies of 'all' original laboratory analysis results are presented (summary tables, alone, are not sufficient). Where appropriate laboratory accreditations are not detailed (i.e. MCERTS / UKAS) this supporting evidence is enclosed
Monitoring equipment - calibration	Any utilised monitoring equipment is within its service / calibration period. All relevant certification is enclosed
7. Human Health risk assessment aspects:	
ALL PHASES OF ASSESSMENT	
HHRA guidance *	Utilised Human Health Assessment Criteria are based upon, or equivalent to, current guidance. Withdrawn or out-dated (i.e. revised) Assessment Criteria do not meet such current requirements
	'In-house' derived Assessment Criteria are prior-agreed with LCC EPU - full supporting physico-chemical and toxicological data and associated documentation submitted (i.e. as a Generic Assessment Criteria submission). Site-specific Assessment Criteria details (model output parameters) are contained within specific reports
	Current commercially-available Assessment Criteria, where utilised, are included (in their full original format) within report
Soil Organic Matter (SOM) / land-use*	Assessment Criteria are selected against the recorded SOM / intended land-use/s (or a justified conservative approach is taken)
Statistical analysis of contaminant data*	Where appropriate, CIEH / CL: AIRE guidance & calculator (or a fully justified, transparent 'in-house' equivalent) are used and submitted in entirety within the report. Statistics are not based upon withdrawn CLR 7 guidance
8. Ground gas risk assessment aspects:	
GROUND INVESTIGATION	
Assessment of ground conditions*	Determination of low risk sites has, as a minimum and where applicable, been undertaken in-line with CL: AIRE Research Bulletin 17 (including detailed desk study appraisal, forensic description of ground conditions / relevant chemical analyses)
Monitoring installations	Individual monitoring installations exclusively-target identified ground gas source or migration strata for the intended purposes of assessment. Installation 'response zones' do not cross both potentially-contaminated Made Ground and underlying natural strata (which may influence ground gas regimes and monitoring; and / or create preferential pathways to Controlled Waters). The use of multiple targeted 'response zones' is made where necessary e.g. for assessing both ground gas and groundwater regimes
Hydrocarbon vapours / VOCs*	Where hydrocarbon vapours / VOCs are potentially encountered - P.I.D, vapour and / or bulk air sampling and analysis is used to identify / assess vapours during monitoring exercises (e.g. to aid VOC identification and distinction from methane)
Monitoring exercises*	Where undertaken, any ground gas monitoring programme (frequency / duration / No. of installations etc...) is fully justified, compliant and undertaken in accordance with appropriate ground gas / vapour assessment guidance
	'Incomplete' monitoring data (or recommendations for gas protection measures based thereon) is inconclusive for all parties (both Developers and regulators). LCC EPU will not comment on risk assessments until complete, appropriate ground gas monitoring is obtained, assessed by the Environmental Consultant, and presented
9. Remediation aspects / development construction phases:	
PRIOR TO COMMENCEMENT OF DEVELOPMENT - REMEDIATION STRATEGY	
Outline remediation recommendations	Basic / outline proposals, i.e. within desk study or G.I. reports, do not constitute a Remediation Strategy
Proposed ground gas / vapour protection measures*	Proposed ground gas / vapour protection measures are justified for the identified Characteristic Situation / scenario and proposed building type (and confirmed by the detailed foundation drawings presented herewith)
Validation proposals for intended Remediation schemes*	Detailed proposals to validate all remedial activities are competently-designed and justified within a Remediation Strategy; proposals have cognisance of LCC's "Requirements for Contaminated Land Validation" and "Gas Protection Validation" guidance

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Asbestos in soils, Made Ground and demolition arisings*	Where identified on-site, recommendations for measures to mitigate / monitor Human Health risks during all site construction phase activities (e.g. earthworks, foundations etc...) are presented; as well as long term remediation recommendations to implement at the development. Relevant Contractors' method statements account for and reference G.I. report findings and are submitted as part of the development's Remediation Strategy package (otherwise information will be deemed incomplete)
Discovery of unsuspected contamination	The Remediation Strategy for implementation at the development highlights the requirements (through relevant Planning Conditions) for un-suspected contamination to be reported to Local Authority
10. Validation (Contamination) aspects:	PRIOR TO OCCUPATION OF DEVELOPMENT - VALIDATION REPORT
Physical validation / chemical verification*	Validation of all remedial activities is undertaken considering LCC's "Requirements for Contaminated Land Validation" guidance (available to download from our Business web-page)
11. Validation (Ground gases) aspects:	PRIOR TO OCCUPATION OF DEVELOPMENT - VALIDATION REPORT
Independent validation of ground gas protection measures*	'In-situ' gas protection measures are independently validated, including completion of LCC's "Gas Protection Validation Proforma" (available to download from our Business web-page)

* - deemed minimum assessment expectations. However these are not prescriptive or detail any 'site-specific' requirements (based upon appropriate technical guidance)

Declaration Statement for Document/s Preparation

I (NAME) as a Competent person and final QA/QC Auditor, employed by

(ENVIRONMENTAL CONSULTANCY) acting on behalf of (the DEVELOPER), confirm that the above-detailed report/s # has been prepared against, or revised to be in compliance with LCC EPU's Contaminated Land Report "Screening Checklist" and accept that any reports which do not meet these basic factual requirements, at initial screening stage, will be referred back to the Developer in their entirety.

Liverpool City Council accepts no liability or responsibility for delays or associated costs resulting from referral of report/s # for amendment and re-submission. As the appointed advisory Environmental Consultants, I have read and understood all "Screening Checklist" requirements before preparing or submitting this report/s #. At the time of any further re-submissions additional "Screening Checklists" will be required. If re-submitted reports do not fulfil basic screening requirements they will also be referred back to the Developer.

Passing this initial screening exercise does not constitute a detailed review of the submitted information (of either factual or interpretative sections), nor does it represent LCC EPU's final opinion on the adequacy of the submitted information in relation to a proposed development. We accept that LCC EPU is only prepared to enter into detailed dialogue over any submission once it is satisfied that "Screening Checklist" requirements have been complied with (and that these also relate to any further ongoing dialogue / correspondence).

Signed: Position: Date:

For any enquiries relating to this Contaminated Land Report "Screening Checklist" please log a call-back request with LCC EPU on (0151) 233 3055. Written enquiries, environmental information requests, or Electronic reports & Report Screening Checklists may be submitted to environmental.health@liverpool.gov.uk (subject to an 8Mb limit). CD submissions may be sent to Environmental Protection Unit, Public Protection Business Unit, Environment Business Group, Municipal Buildings, Dale Street, Liverpool, L2 2DH. Where any submission is made directly to us, a further copy must also be sent to the appropriate Planning Case Officer through a Planning Condition Discharge Application.

Submit a request - for factual LCC environmental information.

Business - general guidance for Developers, technical guidelines for Environmental Consultants, to download 'Validation' documents and charges for environmental information.