

Brownfield Land Register Methodology

1 Background

Brownfield land registers provide information on brownfield land within local authority areas which is suitable for residential development. Government's intention is that brownfield land registers will support a general increase in housing supply by providing up-to-date, commonly available information, improving the quality and consistency of data on such land, provide certainty for developers and communities, encourage investment in local areas, and providing a means through which permission in principle may be granted for residential-led development.

For brownfield land to be included on registers, it must meet certain criteria which are set out in Regulation 4 of the Town and Country Planning (Brownfield Land Register) Regulations 2017 ("the regulations"). For land to be entered on the register, it must be:

- previously developed land as defined by the National Planning Policy Framework;
- at least 0.25 hectares in size or capable of supporting at least 5 dwellings;
- suitable and available for residential development; and
- achievable, meaning residential development is likely to come forward on the land within 15 years.

In addition to the requirements in the regulations, Section 14A of the Planning and Compulsory Purchase Act (PCPA) 2004 requires local planning authorities to have regard to the policies in the development plan, national policies and advice and any guidance issued by the Secretary of State before deciding whether to enter sites on the register. This includes development plan documents including the local plan and made neighbourhood plans, the National Planning Policy Framework (2019) ("NPPF"), Planning Practice Guidance ("PPG") and any other statutory requirements or guidance. The PPG states that local authorities should use evidence in their housing and economic land availability assessments to identify sites which should be entered on to the register.

The regulations provide for registers to comprise two parts. Part 1 of the register must include all land that meets the above-mentioned requirements, while Part 2 of the register must include those sites in Part 1 which the local authority allocates for residential development. Sites included in Part 2 of a register are granted Permission in Principle for residential development. For sites to be included in Part 2 of a register, the Council is required to follow further procedures including notification and consultation.

The Council does not intend to complete Part 2 of the register at this time. Therefore, this note focuses on compliance with the requirements for Part 1 of the register. In preparing this methodology, a number of brownfield land register methodologies prepared by other local planning authorities were reviewed¹.

¹ These are: London Borough of Islington, Royal Borough of Kensington and Chelsea, South Downs National Park, Cheshire East, London Borough of Tower Hamlets, Basildon Borough Council, and South Buckinghamshire District.

2 Epping Forest District's Register

A brownfield land register for Epping Forest District was first published in 2018, with the Government seeking updates to the register annually. When the register was prepared in 2018 it included sites for which planning permission had been granted and those sites proposed for allocation in the Local Plan Submission Version 2017 ('LPSV').

The Council has updated the brownfield land register in 2020. This update involved a review of the existing sites included on the register in 2018 as well as an assessment of possible new sites to determine whether they should be included on the register. These possible new sites included sites promoted to the Council by landowners or developers using the brownfield land register application form. This 2020 update has been undertaken by the Council with the assistance of consultants Arup.

This note sets out a methodology for the 2020 review and update of the register, with particular focus on the assessment of possible new sites promoted to the Council for inclusion on the brownfield land register, which do not benefit from the grant of planning permission or an allocation in the LPSV, determining if they should be entered within Part 1 of the Council's register in the absence of a new or updated SLAA.

In addition to the assessment of sites promoted to the Council for inclusion, the following steps have been undertaken, in line with the regulations, to update the 2018 register:

- A. A review of the 2018 brownfield land register to ensure that:
 - o sites are removed if they no longer meet the criteria (this may be for instance if planning permission has lapsed or if a site is no longer proposed for allocation for residential use in the emerging Local Plan²);
 - o sites are removed where development has commenced or is completed;
 - o necessary updates are made to existing sites on the register (for example, if there is a planning approval for an amended scheme).
- B. A review of planning permissions for residential development from March 2018 to the end of February 2020 to identify if any additional sites should be included on the brownfield land register if they are deemed to meet the assessment criteria outlined in this methodology.

It is the Council's intention that in future years, it will re-establish the SLAA and site selection process in order to maintain an up-to-date understanding of land availability in the District and to inform future Local Plan reviews. It is the Council's intention that the assessment of sites to be included in the brownfield land register in future years will be incorporated into the SLAA and site selection process. However, in the interim, this methodology will be utilised to assess new sites coming forward until the SLAA and site selection process³ is re-established.

² It should be noted that no new residential allocations have been proposed for allocation since the 2018 register that would need to be assessed for the register.

³ Where appropriate, this methodology aligns with the relevant criteria used for assessing sites identified for residential use in the Site Selection Methodology 2018 ('SSM'). However, the requirements for assessing sites for inclusion in Part 1 of the brownfield land register are less onerous and therefore some assessment criteria contained in the SSM are not relevant for inclusion in this methodology.

3 Assessment Criteria

In order to determine whether a site can be entered on to Part 1 of the Council's brownfield land register, it is necessary to set out the minimum requirements sites must meet, as well as set out the assessment criteria which will be used to determine whether a site is suitable, available and achievable. For each sub-heading below, a bullet point list of questions is provided to guide the assessment of sites.

The criteria should be applied sequentially to each candidate site. If, following assessment against an earlier criterion, it is found that a site should not be included in the register, the site should not proceed to the next one. It should, also, not be assessed against later criteria. Only sites which therefore meet all the criteria should be entered onto the register.

The Appendix to this methodology outlines a number of other considerations relating to preparing brownfield land registers but which do not affect how sites are assessed for entry into Part 1 of the register, and therefore do not feature as part of this methodology. These considerations are included for reference only

3.1 Criterion 1: Determining Whether the Site Constitutes Brownfield Land

For sites to be included in the register, they must be 'previously developed land' based on the definition in Annex 2 of the NPPF. For many sites, this will be clear, but for others with a complex history of uses or which comprise elements which are previously developed land and other elements which are greenfield land within the curtilage of the site, careful consideration may be required.

PPG Paragraph 011 (2017) provides guidance on dealing with brownfield sites which include areas of greenfield land within their curtilage. The guidance makes clear that greenfield land is not appropriate for inclusion in a brownfield register and that where it is unclear whether the whole site is previously developed land, only the brownfield part of the site should be included in the register.

This will require an application of the tests set out in the NPPF and may require consideration of the detailed planning history of the site to establish existing use of the land. We will assess the sites against the following considerations:

- Is or has the land been occupied by a permanent structure? If yes, at least part of the site may be brownfield land. If no, no part of the site is brownfield land.
- Does all the land within the site form part of the curtilage of the permanent structure(s) or is it occupied by any associated surface infrastructure? If yes to either of these questions, those parts of the site where these conditions are true may be brownfield land. If no to these conditions, those parts of the site are not brownfield land.
- Is the land occupied, or was last occupied by agricultural or forestry buildings? If yes, then it is not brownfield land.
- Has the land been developed for minerals extraction or waste disposal by landfill which has been, or provision has been made, for the restoration of the land? If yes, then it is not brownfield land.
- Is the land in a built-up area, and consists of residential garden(s), parks, recreation grounds or allotments? If yes, then it is not brownfield land.
- Is the land previously developed, but the remains of the permanent structure(s) or fixed surface structure(s) have blended into the landscape? If yes, then it is not brownfield land.
- Are parts of the site greenfield land, and if so, should the site boundary be revised to remove these areas of greenfield land to enable the site to be included in Part 1 of the register?

At the conclusion of this criterion, only those sites or parts of sites which are brownfield land will be assessed against the remaining criteria.

3.2 Criterion 2: Proposed Use

Sites can only be included in the register where the proposed use is residential development, or where there are a mix of uses proposed, residential development is the predominant use proposed for the land. We will assess sites against the following consideration:

- Is the proposed use of the site residential development, or if the proposed use of the site is mixed use, does residential development make up the majority of the development? If no, the site cannot be included in the register.

At the conclusion of this criterion, only sites which are proposed for residential development or residential-led mixed use development will be assessed against the remaining criteria.

3.3 Criterion 3: Site Size and Capacity

Regulation 4(1)(a) states that sites should be included on the register if they are 0.25ha or greater in size, or capable of supporting at least five dwellings. However, regulation 5(3) allows local authorities to enter land on the register that falls below the site size or quantity of development criterion provided that the land meets the other criteria in Regulation 4. This means that it is at the local authority's discretion whether to apply a lower threshold and include smaller sites in the register. The Council does not wish to apply a lower threshold⁴. Therefore, the site must meet one of the following criteria:

- is the site 0.25ha or greater in area; or
- is the site able to support at least five dwellings based on the promoter's information and/or an assessment of its capacity consistent with that used to estimate the indicative capacity of sites assessed through the site selection process to support the LPSV? If yes, it can be included in the register.

At the conclusion of this criterion, only sites which meet the minimum size or capacity threshold will be assessed against the remaining criteria.

3.4 Criterion 4: Suitability Assessment

Regulation 4 sets out that for sites to be "suitable for residential development", they must meet at least one of the following criteria:

- (a) has been allocated in a local development plan document for residential development;
- (b) has planning permission for residential development;
- (c) has a grant of permission in principle for residential development; or
- (d) is, in the opinion of the local planning authority, appropriate for residential development, having regard to adverse impacts on the natural environment, the local built environment including in particular

⁴ It is noted that the 0.25ha threshold set out in the regulations, differs from the 0.2ha threshold used in the SSM for selecting sites for inclusion in the Local Plan Submission Version in 2018. The 0.2ha threshold in the SSM was adopted to ensure consistency with the SLAA, despite the guidance provided in the PPG on Housing and Employment Land Availability Assessments (HELAAAs). When the SLAA and site selection process is re-established, the Council will consider using 0.25ha as the minimum site size threshold to accord with the brownfield land register regulations and the guidance set out in the PPG on HELAAAs.

heritage assets, any impact on the local amenity which such development might cause, and any relevant representations received.

Section 2 refers in detail to understanding sites fitting under criteria (a) and (b). At the time of writing there are no sites in the District that would fall under criteria (c). Criteria (d) include those sites promoted to the Council for inclusion in the SLAA or inclusion on the register and which have not been granted planning permission, permission in principle or allocated for residential development in the LPSV or a made neighbourhood plan.

As previously noted, the PPG states that local authorities should use evidence in their housing and economic land availability assessments to identify sites which should be entered on to the register. On this basis, where sites have been assessed for their suitability for residential development as part of Stage 2 of the Council's site selection process (available as part of the Site Selection Report 2018), that evidence will be relied upon for this assessment. However, this applies only where the latest proposals for the site promoted for inclusion on the register are materially the same as that assessed in the 2018 site selection work.

For sites which were not assessed through the site selection process, or were assessed but are materially different in terms of site boundary, proposed use or scale so that the assessment no longer holds true, then the site will proceed for assessment of suitability in accordance with the methodology set out in the remainder of this section. This methodology seeks to assess whether each site is 'appropriate for residential development' having regard to the specific considerations set out in regulation 4 as well as guidance set out in the PPG.

PPG paragraph 019 (2017) provides guidance on how the suitability of potential brownfield sites should be assessed, noting that assessments must take into account the NPPF. The NPPF includes strong policies for protecting the built, natural and historic environment, and also requires authorities to ensure that residential use is appropriate for the location proposed and that a site can be made suitable for its new use. The guidance goes on to say that in assessing sites, regard must also be had to relevant policies in development plan documents, and that authorities should draw on all relevant available information sources in making assessments on suitability of potential sites. Further to this, the assessment of suitability should have regard to development plan policies. In this case the most relevant policies will be the policies in the LPSV.

Figure 1 (overleaf) illustrates the decision rules for determining how the suitability of sites for residential development will be assessed.

Sites will be assessed against the following considerations, with the assessment outcome being 'yes' or 'no'. If a site scores 'yes' against any of these considerations, it should not proceed for assessment against the remaining criteria (5 and 6) and should not be included in the register.

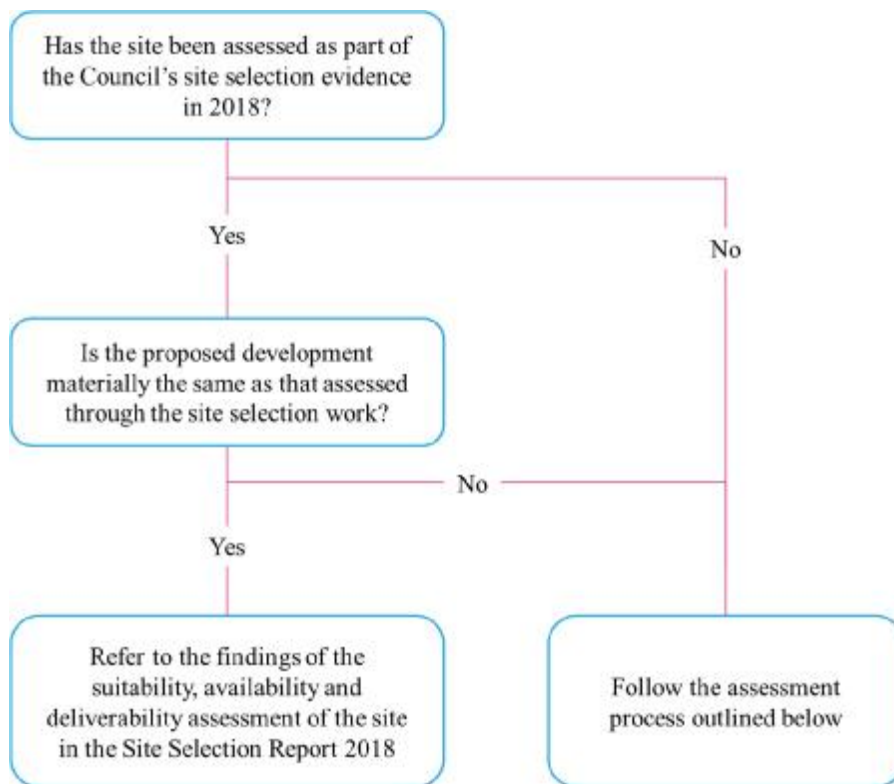


Figure 1 Decision rules for suitability assessments for sites

Criterion 4a: Assessment of Appropriateness for Residential Development

Adverse Impacts on the Natural Environment

Sites will not be appropriate for residential development if development is likely to have a negative impact upon sites of international or national biodiversity importance or locally designated sites where negative impacts are not clearly outweighed by the benefits of the proposed residential use, when compared with the existing use. The following criteria are based on the methodology for the Stage 2/6.2 Suitability Assessment used for the site selection process in 2018.

- Would residential development directly affect or is it within 500m of SAC, RAMSAR, SPA and where scale of development may give rise to effects. If yes, the site should not be included in the register.
- Would residential development directly affect a SSSI or does it fall within an Impact Risk Zone and due to the nature and scale of the development proposed mean it is unlikely to be possible to mitigate the effects of the proposed development? If yes, the site should not be included in the register.
- Would residential development directly affect or is it directly adjacent to Ancient Woodland, Ancient Trees or Veteran Trees outside Ancient Woodland or trees protected by a Tree Preservation Order (TPO) where the proposals would likely result in direct harm to Ancient Woodland, Ancient Trees, Veteran Trees or TPO-protected trees which cannot be mitigated? If yes, the site should not be included in the register.
- Would residential development directly affect a Priority Habitat or Species where features and species are unlikely to be retained and effects cannot be mitigated? If yes, the site should not be included in the register.

- Would residential development directly affect a Local Wildlife Site where features and species in the site are unlikely to be retained and the effects cannot be mitigated? If yes, the site should not be included in the register.

In accordance with the NPPF and LPSV, all development should seek to avoid and reduce the risk of flooding, and residential development should be resisted within areas at risk of flooding (in accordance with the Sequential Test). On this basis, brownfield land located within Flood Zones 2 or 3 is not considered suitable for residential development.

Surface water flooding is a particular issue affecting parts of the District. Sites which are significantly affected by surface water flooding, and for which mitigation is unlikely to be feasible or viable, should not be considered suitable for development.

- Is the site located within Flood Zones 2 or 3 or the majority of the site located within Flood Zones 2 or 3 so that it would not be possible for development to be limited to parts of the site in Flood Zone 1? If yes, the site should not be included in the register (LPSV policies SP 2 and DM 15).
- Is the majority of the site at a high risk of surface water flooding, taking into account depth, velocity and topography which would mean that it is unlikely to be suitable for development? If yes, the site should not proceed. If surface water flooding risk is likely to reduce the developable area and/or capacity of the site for residential development, but the site is otherwise suitable, available and achievable for development and inclusion in the Register, the residential capacity of the site will be adjusted accordingly.

Adverse Impacts on Built Environment

- Would residential development likely result in the loss of a heritage asset (Scheduled Monument, Listed Building or Historic Park or Garden) or result in a significant impact that cannot be mitigated? If yes, the site should not be included in the register.

Adverse Impacts on Local Amenity

Development of brownfield sites for residential development has the potential to introduce new residents into areas where existing or historic land uses may cause harm or nuisance that could affect residents' amenity, safety, health and living conditions. For instance, brownfield sites may be located in areas which are predominantly in industrial use, and the local environment suffers from noise or air pollution, land contamination or hazards. Sites should be assessed to ensure that new residential development is appropriate for its location having regard to local amenity, health and living conditions. Where a brownfield site is located in an area that is not appropriate for residential development, the site should not be included in the brownfield register.

- Is the site identified as being at risk of land contamination and/or land instability which would mean the site is unsuitable for residential development and could not viably be remediated to make it suitable? (This approach aligns with Policy DM 21 of the LPSV) If yes, the site should not be included in the register.
- Would residential development give rise to unacceptable local impacts of air pollution, noise pollution, vibration, light pollution, odour, dust or fire risk to existing or future residents and occupiers? (This approach aligns with Policy DM 21 of the LPSV). If yes, the site should not be included in the register.
- Is the site located within the Inner Consultation Zone for a Major Hazard gas pipeline or installation, based on the Health and Safety Executive Land Use Methodology? If yes, the site should not be included in the register.

Criterion 4b: Development Plan Policies

In preparing the register, Section 14A of the PCPA 2004 requires the authority to have regard to the development plan for the area. The key development plan policies relating to including sites on the register are those in the LPSV which is at an advanced stage of preparation. Each of the key policies areas which assist in determining the suitability of brownfield land for development and not already covered by Criterion 4a above are set out below.

Where reference is made in this section to the need for compelling evidence to justify the loss of a protected existing use, facility or service, the Council will consider any evidence which is already held by the Council and publicly available, in accordance with the regulations. If compelling evidence justifying the loss of the existing use, facility or service is not already held by the Council and publicly available information (for instance provided in support of the application for inclusion in the brownfield land register), or if evidence is held and publicly available, but it is not satisfactory, it will be judged that the site not suitable for inclusion on the register. For such sites, the case for residential development on these sites, and the evidence to underpin it, should instead be considered as part of any pre-application discussions and/or planning applications on a site-by-site basis.

Spatial Strategy

The spatial strategy (Policy SP 2) sets out the general distribution of residential growth across the towns, village and rural parts of the District based on the sustainability of different settlements and locations. In preparing the LPSV, the Council identified which parts of the District are likely to be sustainable. These are areas within or near to built-up or urban parts of the District, sustainable towns and villages and areas with good public transport links. These areas are spatially defined and referred to as 'Settlement Buffer Zones' in the Site Selection Report 2018.

The residential growth set out in the LPSV has been focussed within these Settlement Buffer Zones. No residential site allocations have been made in locations outside these Settlement Buffer Zones, because they are considered too far from existing settlements to be considered sustainable. Furthermore, the spatial strategy establishes a sequential approach to identifying land for housing, ensuring that brownfield sites which are located within urban areas are prioritised for development before sites located outside settlements. Sites will therefore be assessed against the following consideration:

- Is the site located outside the Settlement Buffer Zones? If yes, it should not be included in the register (LPSV policy SP 2).

Protected Existing Employment, Retail and Tourism Sites

- Does the site include an existing employment use (designated or non-designated) which is protected by Policy E 1 from being lost to residential development, unless it is demonstrated through compelling evidence that these sites are no longer required or there is no longer a reasonable prospect of these sites being used for the existing employment use? If yes, it should not be included in the register.
- Does the site include existing ground floor retail or a town centre use protected by Policy E 2, and where development of the site for residential use would result in the loss of main town centre use, floorspace or frontage. If yes, it should not be included in the register.
- Does the site include existing visitor accommodation and/or a venue protected by Policy E 4, unless it is demonstrated with compelling evidence that there is no market interest in the acquisition and investment to allow continued profitable operation? If yes, it should not be included in the register.

Green Belt

- Is the site located within the Green Belt, and if so, is the proposed residential development likely to have a greater impact or cause substantial harm to the openness of the Green Belt (unless it contributes to meeting an identified affordable housing need)? If yes to both of these conditions, it should not be included in the register.

Protected Essential Facilities and Services, Community, Leisure and Cultural Facilities, Safeguarded Sites and Protected Infrastructure

- Is the site an essential facility or service (education, health facility or emergency services site) protected by Policy D 2 where the essential facility or service would be lost as a result of residential development, unless it is clearly demonstrated with compelling evidence that the facility or service is no longer needed, it is no longer practical, desirable or viable to retain them or the proposals will provide sufficient community benefit to outweigh the loss. If yes, it should not be included in the register.
- Is the site an Asset of Community Value? If yes, it should not be included in the register.
- Is the site a valued community, leisure or cultural facility which is protected by Policy D 4 where the facility would be lost as a result of residential development, unless it is clearly demonstrated with compelling evidence that:
 - the facility is no longer needed for any of the functions it can perform;
 - any proposed replacement or improved facilities will be equivalent or better in terms of quality, quantity and accessibility and there will be no overall reduction in the level of facilities in the area in which the existing development is located; or
 - the proposal will clearly provide sufficient community benefit to outweigh the loss of the existing facility meeting evidence of local need.

If yes, and it does not meet any of the exceptions listed, it should not be included in the register.

- Is the site within 8 metres from a main river or ordinary watercourse, unless it can be justified? (Policy DM 17) If yes, it should not be included in the register.
- Is the site a 'safeguarded site' as set out in Policy T 2, being required for proposed transport schemes or its existing use is as a local filling station / car repair facility and the facility would be lost as a result of the development, unless it is demonstrated through compelling evidence that the current use on site is no longer viable or necessary and that the site has been effectively marketed etc. If yes, it should not be included in the register.

3.5 Criterion 5: Availability

Regulation 4 sets out that for sites to be considered "available for residential development", they must meet at least one of the following criteria:

- (a) The owner(s) or developer has expressed an intention to sell or develop the land, and there is no evidence indicating a change of that intention received not more than 21 days before the entry date, having regard to any information publicly available and any relevant representations.
- (b) There are no issues relating to the ownership of the land or other legal impediments which might prevent residential development of the land taking place, having regard to any information publicly available and any representations.

As with Criterion 4 and Figure 1 above, those sites which have been assessed through the Council's site selection process in 2018, and where the current proposals for the site being promoted for inclusion in the

register are materially the same, the Council will use the findings of the Stage 4/6.4 Deliverability Assessment in the Site Selection Report 2018 to determine the availability of the site, unless there is more recent publicly available information to the contrary⁵.

For sites which were not assessed through the site selection process, or were assessed but are materially different in terms of site boundary, proposed use or scale so that the assessment no longer holds true, then the site's availability and any ownership or legal issues will be assessed based on up to date evidence provided in support of its inclusion on the brownfield register plus any other up-to-date evidence (which could include information in the Site Selection Report 2018 where appropriate, information on the planning register as part of any planning application or representations to the draft Local Plan or LPSV). This assessment will draw on responses to Questions (4) Market interest and (6) Factors affecting site deliverability on the Call for Sites and Brownfield Register form where this information has been provided.

The sites will be assessed against the following considerations, with the assessment outcome being 'yes' or 'no'. If a site scores negatively against any of these considerations, it should not proceed for assessment against the remaining criterion (6) and should not be included in the register.

- Has the landowner(s) and/or developers expressed an intention to sell or develop the site, and there is no evidence to suggest a change to this intention? If no, the site should not be included in the register.
- Is the site subject to ownership constraints or other legal impediments which might prevent residential development taking place (such as ransom strips, restrictive covenants, easements, wayleaves, legal agreements, public rights of way or existing uses which require cessation)? If yes, the site should not be included in the register.

3.6 Criterion 6: Achievability

Regulation 4 sets out that "achievable" means that the residential development of the land is likely to take place within 15 years of the date of the site's entry on the register, having regard to information publicly available and any representations.

The likely timescales for residential development to come forward on brownfield sites will be estimated, utilising evidence provided by the site promoter including responses to Question (8) Timescale for Availability on the Call for Sites and Brownfield Register form, where this information has been provided. In the absence of such information, the likely timescales will be estimated by applying the assumptions and approach set out in the Council's Housing Implementation Strategy Update (2019).

For larger sites where it is estimated that only some of the new homes will be delivered within the 15 year period and some will be delivered later than 15 years, it is assumed that for such sites the number of homes identified in the register will relate only to those which are likely to come forward in the 15 year period, not the total number of homes the site is likely to deliver.

Sites will be assessed against the following consideration:

- Is residential development likely to come forward within 15 years of the first entry of the site on the register? If no, the site should not be included in the register.

⁵ For future years/updates to the brownfield land register, the Council intends to write to the site promoter of each site to ask them whether any of the information held on the availability of the site has changed.

3.7 **Summary**

Sites which have proceeded through the assessment and have met all criteria 1 to 6 will be considered to have met the requirements of the regulations, national policy and guidance, and development plan policies, and will be entered in to Part 1 of the Council's brownfield land register.

Appendix

Revising the Register

Regulation 17 requires brownfield land registers to be reviewed at least annually, and that sites entered into the register must be removed if they no longer meet the criteria. If development commences or is completed on a site, it is no longer available and must be removed.

In reviewing the register, the information held for each site in the register must also be reviewed and must be updated as necessary.

Requirement for Strategic Environmental Assessment, Environmental Impact Assessment and Habitats Regulations Assessment

The preparation of brownfield land registers may require Strategic Environmental Assessment ("SEA") if a register is considered to be a plan or programme which sets a framework for future development consent for development which is likely to have a significant effect on the environment. It is considered that the Part 1 register will not require SEA because inclusion within Part 1 does not constitute an allocation or permission for development. On that basis, it does not set a framework for future development consent.

The EIA regulations only apply to the register if the authority intends to enter sites in to a Part 2 of a register, and if sites proposed to be entered onto a Part 2 of a register fall within Schedule 1 of the EIA regulations or have been screened as EIA development, they must not be included in the register. Likewise, if the development would be prohibited under habitats protection legislation (the Habitats Regulations), the land must not be entered onto Part 2 of a register.

Requirement for Consultation

Regulation 5(6) of the Brownfield Land Regulations provides that before entering land in Part 1 of the register, local planning authorities may carry out procedures including consultation as they see fit, but are not required to do so. If the local authority chooses to undertake consultation a part its process for preparing or revising its Part 1 register, it must take into account any representations received within a specified period of time.

Regulation 5(7) requires that before entering land in Part 2 of a register, an authority must follow regulations relating to publicity, notification and must consultation.

Information to be Included on the Register

Schedule 2 to the regulations sets out the information for each site that must be included in the register, for both Part 1 and Part 2. The schedule also specifies the format the information must be provided in. This list is not repeated here.