

Appendix 6.

Havant Borough Council

Planning Website

Screenshots

21 October 2022

Planning Service Home Page

www.havant.gov.uk/planning-services

Planning services

The purpose of the planning system is to contribute to the achievement of sustainable development.

Sustainable development is about positive growth – making economic, environmental and social progress for this and future generations.

Do I need planning permission?

You might need planning permission if you want to:

- Build something new
- Make a major change to your building, such as build an extension
- Change the use of your building or land.

Some house/building extensions and changes of use do not require a specific planning application. This is called permitted development.

To find out more about planning permission and permitted development rights, please visit the following link.

- [Planning Portal Interactive House and Common Projects](#)

> [The planning application process](#)

> [Pre-application advice service](#)

> [Submit a planning application](#)

> [Search and comment on planning applications](#)

> [Planning compliance and enforcement](#)

> [Planning decisions appeal system](#)

> [Accredited agent scheme](#)

> [Trees and hedges](#)

> [Conservation areas and](#)



- [Planning Portal Interactive House and Common Projects](#)

Previous planning permission(s) for your property may have altered or removed your permitted development rights.

If you are in any doubt as to whether the permitted development rights for your property are intact, please get in contact with us using our [pre-application advice service](#).

- [Pre-application advice and guidance notes](#) (pdf 230 kb)

It is a criminal offence to carry out works to a listed building or protected trees without first getting permission from the council, even if you did not know the building was listed or the trees were protected.

Contact planning

For planning queries and appointments please call Customer Services on 023 9244 6019, you can also visit the Customer Services desk at the Plaza.

It is advised you make an appointment with a Planning Officer in advance, this will allow you to:

- Speak to the Planning Officer about a current application.
- Seek planning advice prior to submitting an application (a charge will usually apply for the service)
- Research specific property history.

> [Conservation areas and listed buildings](#)

> [Planning policy](#)

Related documents

[Plain English guide to the planning system \(pdf 334 kb\)](#)

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Links from this page

- Appendix 39. Do you need Permission. Planning Portal
<https://www.planningportal.co.uk/permission>
- Appendix 40. Pre Application Advice HBC
<https://www.havant.gov.uk/pre-application-advice-service>
- Appendix 41. HBC Node 64595 Page Not Found
<https://www.havant.gov.uk/node/64595>

The Planning Application Process

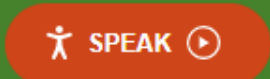
www.havant.gov.uk/submit-planning-application/planning-application-process



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The planning application process

Planning policy

Applications have to be decided in line with government policy and the local authority's development plan. The main government policy is the [National Planning Policy Framework](#). Havant Borough Council's policy is called the [Local Plan](#).

Building Regulation Approval

In most instances you will find that you need both [Building Regulation Approval](#) and Planning Permission. To check please email planning.development@havant.gov.uk or telephone 02392 446015.

Submit your planning application

[Local requirements list](#)

[Location and block plans](#)

Related pages

[Submit a planning application](#)

Newsletters and service updates

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Submit your planning application

The easiest way to [submit an application](#) is online through:

- [Planning Portal](#)

Havant Borough Council also accept paper applications. Please note, that only ONE copy of each supporting document is required (not THREE as stated on the application form).

Site location and block plans submitted with planning applications must have a valid OS copyright licence number and meet our [standard requirements](#). These must be accurately drawn. If you are using [Ordnance Survey](#) data, please ensure it has a valid license number.

Receiving your application

On [receipt of a planning application](#), the local authority will check for:

- A fully complete and correct application form
- Mandatory documents and plans as specified in the [national requirements](#) (including [fee](#))
- Further documents and plans as specified in the local authority's list of [Local Requirements](#)

Most applications should be checked within three to five working days from the date of receipt.

If the application is complete, it is deemed 'valid'; the application is registered and the formal planning process begins.

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If the application is complete, it is deemed 'valid'; the application is registered and the formal planning process begins.

If the application is incomplete, it is deemed 'invalid' and the applicant will be asked to provide any missing information; only when an application is complete can it be registered.

Publicising your application

The local authority will publicise the application by placing all the documentation on the website and by one or more of the following methods:

- Sending letters to neighbours,
- Placing site notices in the vicinity or
- Placing a notification in a local paper.

You can find more information about Havant's policy for publicising applications in the [Statement of Community Involvement](#) document.

There is a standard publicity period of 21 days and within that time, anyone can comment on the proposals.

Havant Borough Council has an online Planning Comment option as part of the Public Access system which is quick and easy to use.

All comments are public and placed on the councils website.

- [View planning applications and comment via Public Access](#)

- [View planning applications and comment via Public Access](#)

Decision making process

The local authority will consult with relevant experts to help with their decision making process.

Most applications are decided within 8 weeks although some larger, complex applications are allowed 13 weeks.

Applications are mainly decided by the Planning Officer as a 'delegated' decision but some applications are passed to a [Planning Committee](#) to decide.

Approved or refused applications

An application may be approved or refused. If the application has been approved, the decision notice will provide details of any [conditions attached to the approval](#).

Sometimes these conditions need to be complied with and sometimes they need to be 'discharged', which means that further information needs to be passed to the local authority to be agreed (there is a fee payable to discharge conditions). Minor changes also need to be approved with the local authority.

If the application has been refused, the [applicant can appeal against the decision](#).

Starting the work

You may start your work as soon as you have received your approval notice and complied with

applications are passed to a [Planning Committee](#) to decide.

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Sometimes these conditions need to be complied with and sometimes they need to be 'discharged', which means that further information needs to be passed to the local authority to be agreed (there is a fee payable to discharge conditions). Minor changes also need to be approved with the local authority.

If the application has been refused, the [applicant can appeal against the decision](#).

Starting the work

You may start your work as soon as you have received your approval notice and complied with any conditions imposed by the council. Full permission is usually valid for three years and you can start work at anytime during this period.

Links from page

- Appendix 42. National Planning Policy Framework
 - https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1005759/NPPF_July_2021.pdf
- Appendix 43. Local Plan HBC - <https://www.havant.gov.uk/local-plan>
 - Appendix 44. Building a Better Future HBC
 - <https://cdn.havant.gov.uk/public/documents/Building%20a%20better%20future%20Interim%20Document%20OPT.pdf>
 - Appendix 45.1 & 45.2 Building a Better Future HBC Doc.2
 - <https://cdn.havant.gov.uk/public/documents/Building%20a%20Better%20Future%20Document.pdf>
 - Appendix 46. Building a Better Future. Local Development Scheme. Sept 22
 - <https://cdn.havant.gov.uk/public/documents/Appendix%20C%20-%20Local%20Development%20Scheme.pdf>
- Appendix 47. Making an Application GOV UK
 - <https://www.gov.uk/guidance/making-an-application#National-information-requirements>
- Appendix 48. Local List HBC Website
 - <https://www.havant.gov.uk/local-requirements-list>
- Appendix 69. Statement of Community June 2019 HBC
 - <https://cdn.havant.gov.uk/public/documents/Final%20SCI%202019.pdf>

Local Requirements List

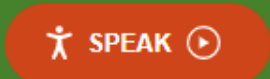
www.havant.gov.uk/local-requirements-list



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Local requirements list

Local planning authorities are required to publish a list of their information requirements for applications which should be proportionate to the nature and scale of development proposals and reviewed every two years.

The Local Requirements List was approved and came into effect on Monday 12 October 2020.

- [Local Information Requirements - 2020 \(pdf 524 kb\)](#)

New Consultation period: Draft Local List 20th September to 1st November 2022

The Local List Requirements list is now subject to review and revision prior to republishing.

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New Consultation period: Draft Local List 20th September to 1st November 2022

The Local List Requirements list is now subject to review and revision prior to republishing.

The consultation period is due to run for 6 weeks between 20th September and 1st November 2022.

[Local Information Requirements – Consultation Version Sep 22 \(403 kb\)](#)

To comment on the proposed changes, please email planning.development@havant.gov.uk. All comments will be collated and analysed at the end of the consultation period.

Key amendments

The list below highlights areas of change.

Flood Risk

Revised text to clarify and explain the requirement and includes updated considerations for climate change and future flood risk. See accompanying text on Flood Risk at the bottom of this page and a link to the Flood Risk Information for Applicants.

Nutrient Neutrality and Recreational Disturbance Mitigation



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Rain off and on



10:42

21/10/2022

Key amendments

The list below highlights areas of change.

Flood Risk

Revised text to clarify and explain the requirement and includes updated considerations for climate change and future flood risk. See accompanying text on Flood Risk at the bottom of this page and a link to the Flood Risk Information for Applicants.

Nutrient Neutrality and Recreational Disturbance Mitigation

Formerly known as EU Checklist, the revised text clarifies the requirement for new residential dwellings and overnight accommodation.

Minor amendments

Small amendments to existing requirements.

Emsworth Neighbourhood Plan

The Emsworth Neighbourhood Plan is now adopted and part of the development plan. Relevant policies have been updated including Parking, Housing mix and the requirement for a Design Checklist to form part of a submitted Design and Access Statement for Emsworth applications (when a D&A is required nationally)



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Emsworth Neighbourhood Plan

The Emsworth Neighbourhood Plan is now adopted and part of the development plan. Relevant policies have been updated including Parking, Housing mix and the requirement for a Design Checklist to form part of a submitted Design and Access Statement for Emsworth applications (when a D&A is required nationally).

CIL

To clarify the requirement for Annexes.

Parking

To clarify the requirement for a parking plan for applications increasing bedroom numbers or losing existing parking space(s).

Plans

To clarify the requirement for all plans to show a scale bar and page size.

Flood Risk in Development

Managing flood risk in the Brough's coastal areas, but also from rivers/streams and from surface water is a key issue both in planning for new development



Flood Risk in Development

Managing flood risk in the Brough's coastal areas, but also from rivers/streams and from surface water is a key issue both in planning for new development.

Applicants for planning permission will need to demonstrate how flood risk from all sources has been avoided, or where this is not possible, how it has been assessed and mitigated to ensure development is safe for its lifetime, without increasing flood risk elsewhere.

All applicants are encouraged to discuss their flood risk and drainage strategy and information needs at the earliest opportunity through pre-application discussions. In some cases, it is also advisable to seek pre-application advice from the Environment Agency, as well as the Local Planning Authority.

The note linked below is designed to signpost sources of information for applicants in Havant Borough.

[Flood Risk Information for Applicants \(pdf 120 kb\)](#)

Flood Risk Assessment for Applicants

- Appendix 35. Flood Risk in Development. Overview of Information Sources for Applicants
 - <https://cdn.havant.gov.uk/public/documents/Flood%20Risk%20Information%20for%20Applicants%20-%20note%20for%20web.pdf>

Submit Planning Application

www.havant.gov.uk/submit-planning-application



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Submit a planning application

The easiest way to submit an application is online through the [Planning Portal](#).

Alternatively, you can [download the standard planning application form](#) from the Planning Portal to complete and send in the post.

You can apply to us yourself or you can appoint an agent to apply for planning permission on your behalf.

Havant Borough Council recommends you choose an experienced planning agent or architect. We operate an [accredited agent scheme](#) for household extensions and alterations.

You don't need to own land to apply for planning permission for it. This means you can apply for permission before deciding whether or not to buy a piece of land but you must notify:

- > [Local requirement list](#)
- > [Planning application fees](#)
- > [Planning application forms](#)
- > [Planning application decisions](#)
- > [Discharging planning conditions](#)
- > [Screening and scoping](#)

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You don't need to own land to apply for planning permission for it. This means you can apply for permission before deciding whether or not to buy a piece of land but you must notify:

- the owner or all the part-owners (if you are not the full owner)
- any leaseholders with at least seven years' lease remaining
- any agricultural tenants.

Your application must include:

- a fully complete and correct application form
- mandatory documents and plans as specified in the [national requirements](#) (including fees)
- further documents and plans as specified in the [local requirements list](#).

We will check your application thoroughly and contact you to let you know whether the process has started or if you need to provide further information.

> [Planning application decisions](#)

> [Discharging planning conditions](#)

> [Screening and scoping opinions](#)

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Links from Submit Planning Application

- Appendix 47. Making an Application GOV UK
 - <https://www.gov.uk/guidance/making-an-application#National-information-requirements>
- Appendix 48. Local List HBC Website
 - <https://www.havant.gov.uk/local-requirements-list>

Accredited Agent Scheme

www.havant.gov.uk/accredited-agent-scheme



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Accredited agent scheme

The 'accredited agent scheme' allows us to work alongside planning agents within the scheme to provide a streamlined service for householder (domestic) extensions and alterations.

What are the benefits to you?

- A decision for your clients in 6 weeks (where plans are acceptable on submission)
- Fast validation (48 hours)
- Good communications with officers
- A listing on the Accredited Agent page of the Havant website
- Use of an Accredited Agent logo

The pilot scheme statistics showed that 75% of applications in the scheme received a decision in 38.5 days (on average) compared to 48 days for normal Householder applications.

[Participating planning agents](#)

Related documents

[Accredited agent code of practice \(word 542 kb\)](#)

[Accredited agent householder checklist \(word 574 kb\)](#)

Related pages



How does the scheme work?

You submit your application, along with a checklist, in the normal way and notify the Planning Office by email. Payment must be made within 2 working days, whether by yourself or your client.

The support team will expect your submission documents to be in good order (following the checklist) as only a 'light touch' validation process is employed; the application will be registered within two working days.

If no changes are required to the plans, the decision will be issued within 6 weeks.

How do I join?

We require payment of £250 (inc VAT) for 12 months membership. Membership runs from April to March each year. If you start your membership in the middle of the year, we will charge you pro rata for the remaining number of months.

We will check the quality of any recent submissions and reserve the right to defer (or cancel) membership.

We will add your name to the current Accredited Agents list on our website and provide you with the logo to use in your marketing materials.

If you are interested, and we hope you are, please contact the Planning Services team by email planning.development@havant.gov.uk to register your interest.

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If you are interested, and we hope you are, please contact the Planning Services team by email planning.development@havant.gov.uk to register your interest.

We will then send you further information and registration documents.

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Participating planning agents

The participating planning agents are working with the Planning Services team to improve the planning process for simple householder planning applications.

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Participating planning agents

Critchley Architecture and Design Limited

- The Old Brewery, 15E South Street, Havant, PO9 1BU
- Website: <https://www.caad.online>
- Email: info@caad.online
- Telephone: 023 9247 4919

Downland Design Ltd

Marshall Wick, PO14 6G, Compton Square To The Green, Compton, PO18 0UD



Downland Design Ltd

- Marshals Wick, B2146 Compton Square To The Green, Compton, PO18 9HD
- Email: clint@downlanddesign.co.uk
- Telephone: 07881 816994

GBS Designs

- 6 Shillinglee, Purbrook, Waterlooville, Hants, PO7 5RW
- Website: <http://www.gbs-designs.co.uk>
- Email: glenn@gbs-designs.co.uk
- Telephone: 023 9225 8315
- Mobile: 07881 776793

Helyer Davies Architects Ltd

- 1 The Old Flour Mill, Emsworth, PO10 7BT
- Website: <http://hdarchitects.co.uk>
- Email: td@hdarchitects.co.uk
- Telephone: 01243 370715

I J Murray Associates Ltd

- 173 Havant Road, Hayling Island, PO11 0LF
- Email: ian@ijma.co.uk
- Telephone: 07779 246915

MC Architectural Design Ltd

- 33 Sapphire Ridge, Waterlooville, PO7 8NY



- telephone: 01243 370715

I J Murray Associates Ltd

- 173 Havant Road, Hayling Island, PO11 0LF
- Email: ian@ijma.co.uk
- Telephone: 07779 246915

MC Architectural Design Ltd

- 33 Sapphire Ridge, Waterloooville, PO7 8NY
- Website: www.mcadesign.co.uk
- Email: designers@mcadesign.co.uk
- Telephone: 023 9298 4788

Thorns-Young Architectural

- 232 London Road, North End, Portsmouth, PO2 9JQ
- Website: <http://thornsyoun.co.uk>
- Email: l.hawkins@thornsyoun.co.uk
- Telephone: 023 9267 2883



Search and Comment on Planning Applications

www.havant.gov.uk/search-and-comment-planning-applications



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Search and comment on planning applications

Every member of the community has the right to comment on a planning application. We take your comments into consideration when recommending if an application should be approved or denied.

Your comments whether submitted online (via Public Access) or by post will become public documents that are published on the council website, they cannot be treated as confidential (in accordance with the Local Government Act 2000).

You must comment on a planning application within 28 days of it being registered, the deadline for each application is specified online.

- [Planning applications and appeals](#)
- [Development consultation forums](#)

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Planning public notices

Public notices relating to planning are published in The Hampshire Independent, a free newspaper.

Planning public notices

[Public notices relating to planning are published in The Hampshire Independent](#), a free newspaper which is available around the Borough and online.

How do I make a comment

You can comment online via Public Access or by post:

- [View planning applications and comment via Public Access](#)
- Comment by post: *Planning Development, Havant Borough Council, Public Service Plaza, Civic Centre Road, Havant, Hampshire, PO9 2AX.*

Make sure you include your name, address and details of the planning application your comments relate to. Anonymous comments will not be considered.

You will be able to check that your comments have been received by looking online.

How are my comments processed?

Any comments you make will be made available online through the council website. Your name and address will not be published in accordance with General Data Protection Regulations. Please see the council's [privacy policy](#) for more information.

Your comments will be available for others to read as it will be placed on file with all other documents relating to that planning application. You should therefore only include information

Your comments will be available for others to read as it will be placed on file with all other documents relating to that planning application. You should therefore only include information that you are happy for the public to see.

What can I comment on?

A planning officer can consider your concerns relating to:

- development plan policy
- government guidance
- highway safety and traffic
- design, appearance and layout
- effect on daylight, privacy and outlook
- conservation of buildings, trees and hedgerows
- loss of open spaces, countryside and other natural habitats
- noise, smells and fumes

The council cannot consider non-planning issues such as:

- loss of private views
- matters covered by other regulations/laws
- the fact that development may have started
- business competition

We cannot refuse permission for a scheme because of construction noise but we can restrict the

The council cannot consider non-planning issues such as:

- loss of private views
- matters covered by other regulations/laws
- the fact that development may have started
- business competition

We cannot refuse permission for a scheme because of construction noise but we can restrict the hours of work to reduce disturbance to residents and other neighbours.

If you choose to comment on an application, please be aware that placing or publishing discriminatory comments is unlawful under the Equality Act 2010.

The Act protects individuals from discrimination based on sex, race, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership, religion and belief, sexual orientation and age.

Any such comments will be removed from our website and the individuals will be reported to the Police.

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Planning Compliance and Enforcement

www.havant.gov.uk/planning-compliance-and-enforcement

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Planning compliance and enforcement

We investigate complaints about breaches of planning control in Havant borough.

This includes:

- unauthorised building works and uses of land or buildings
- development of sites
- works to trees and listed buildings
- advertisements
- untidy land
- high hedges

We will not investigate anonymous complaints.

The details of a complaint will become public, but the identity of a complainant or informant is

> [Planning enforcement enquiry and complaint form](#)

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The details of a complaint will become public, but the identity of a complainant or informant is always treated as confidential.

If you have an enquiry or complaint that you would like to report to the planning compliance team; please complete the [planning and enforcement enquiry form](#).

Planning enforcement plan

The planning enforcement plan has been drafted to ensure a clear framework and a consistent approach to dealing with all planning enforcement cases across the borough.

- [Local planning enforcement plan 2021](#) (word 2.9 mb)

What is a breach of planning control?

A breach of planning control is defined in [section 171A of the Town and Country Planning Act 1990](#) as carrying out a development without the required planning permission or failing to comply with any condition or limitation to which planning permission has been granted.

Any contravention of the limitations on, or conditions belonging to, permitted development rights, under the [Town and Country Planning \(General Permitted Development\) \(England\) Order 2015](#), constitutes a breach of planning control against which enforcement action may be taken.

Breaches usually take one of the following forms:

- a building is erected, extended or altered without planning permission
- work is carried out which does not comply with approved plans

- a building is erected, extended or altered without planning permission
- work is carried out which does not comply with approved plans
- a condition imposed on a planning permission is not complied with
- an unauthorised change of use of a building or land.

What we do

Enforcement action is not mandatory and a breach of planning control is not a criminal offence. The exception to this is if unlawful works take place to listed buildings, protected trees and display of advertisements that need consent from the council.

Every effort is made to resolve matters with the co-operation of the developer or landowner but enforcement action can be a lengthy process, particularly when dealing with an uncooperative owner or developer and where the council has to resort to serving regulatory notices.

In many such cases there is the right of appeal which can add up to 12 months to the time taken to resolve matters.

Retrospective applications

Where development has taken place without permission, a retrospective application should be submitted.

When development has taken place and has become immune from enforcement action due to the length of time it has been on the site, a lawful development certificate should be applied for.

In some cases when a planning breach has been fully investigated, a decision may be taken not

Every effort is made to resolve matters with the co-operation of the developer or landowner but enforcement action can be a lengthy process, particularly when dealing with an uncooperative owner or developer and where the council has to resort to serving regulatory notices.

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Retrospective applications

Where development has taken place without permission, a retrospective application should be submitted.

When development has taken place and has become immune from enforcement action due to the length of time it has been on the site, a lawful development certificate should be applied for.

In some cases when a planning breach has been fully investigated, a decision may be taken not to pursue action because the development is acceptable or has become immune from action.

A formal determination can be provided if appropriate information and evidence is available but this determination does not make the development lawful.

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Planning Decisions Appeal System

<https://www.havant.gov.uk/planning-appeals-system>



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Planning decisions appeal system

If you think we have made the wrong decision on your application, or if you have not been given a decision within 8 weeks (for householder or minor applications), you can ask the Secretary of State to consider your case.

The Inspector will consider the proposal from scratch, looking at the same matters as the Council. It is the Inspector's job to ensure that all relevant matters have been properly taken into account.

When can I appeal?

You can appeal to the Secretary of State if the council has:

- Refused your application for planning permission

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- Refused your application for planning permission
- Given permission but with conditions which you feel are unreasonable
- Refused to approve the details of a scheme which has already been given outline permission
- Approved the details of such a scheme but with conditions which you feel are unreasonable
- Refused your proposal to meet a condition
- Taken longer than 8 weeks (for householder or minor applications), to decide your application and have not told you that your application is being rejected because it is repetitive

The Planning Inspectorate must receive your appeal within 6 months of the date of the council's decision (12 weeks in the case of a Householder application refusal – see Householder Appeal Service below). If there was no decision, you must send your appeal to arrive within 6 months of the end of the period when the decision should have been sent. In the case of advertisements, or works to protected trees, this time limit is reduced to 8 weeks.

How can I appeal?

Please use the [Planning Portal online service](#) (external link).

Alternatively, you can get the forms from the Inspectorate's Office at the address below:

"The Planning Inspectorate Registry/Scanning Room3/05 Kite Wing Temple, Quay House, 2 The Square Temple Square, Bristol, BS1 6PN".

We will notify those likely to be affected by the development, all those who commented on the original proposal and all other interested parties.

How will my appeal be handled?

Four out of five appeals are dealt with by written representations. Your appeal is decided on the basis of written statements from you, the council and any other third party interests. The Inspector will visit the site.

If you or the council wish to be heard by an Inspector, a Public Local Inquiry or an Informal Hearing will take place.

A hearing is more relaxed and usually involves an open discussion led by the Inspector following written submissions.

A Public Local Inquiry involves legal procedural rules, but you have the right to speak directly to the Inspector and challenge the evidence put forward by the council. The Inspector will visit the site.

The appeals decision

The decision will describe the proposals, identify the important planning issues and examine the main arguments for and against the proposal. It will then explain why the Inspector has reached the decision.

Householder Appeals Service

There is a specific Householder Appeals Service which is used for all Householder planning applications received on or after 6 April 2009.



The appeals decision

Householder Appeals Service

Under this process, an appeal against refusal of permission is to be dealt with in a faster, more streamlined way.

Please note that process does not cover appeals against conditions imposed on a granted permission nor appeals against failure of the planning authority to determine the application within 8 weeks.







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Planning Policy

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[Supplementary](#)

The Adopted Local Plan

The Local Plan forms the starting point in every planning decision. The plan sets out the vision for future development in the borough, identifies what areas should be developed, and what requirements and standards developers should meet in their proposals. This is made up of the Core Strategy (2011) and the Site Allocations Plan (2014):

[Local Plan \(Core Strategy\) adopted March 2011](#) (pdf 2.83 kb)

[Local Plan \(Allocations\) adopted July 2014](#) (pdf 27 mb)

These will remain in place until the emerging [Local Plan](#) is adopted. A large number of evidence base documents underpinned the two adopted Local Plans.

The interactive policies map shows the spatial policies from these plans. A booklet version of the policies map can also be viewed.

The Housing Delivery Position Statement

The Council has adopted a [Housing Delivery Position Statement](#) which sets out how planning applications for housing not in accordance with the Adopted Local Plan will be considered in an advance of a new [Local Plan](#).

Supplementary Planning Documents

[Supplementary Planning Documents](#) provide further policy guidance on some of the policies in the Adopted Local Plan.

> [Havant Borough Local Plan \(Allocations\)](#)

> [Supplementary planning documents](#)

Related documents

[Plain English guide to the planning system \(pdf 331 kb\)](#)

Related pages

[Statement of community involvement](#)

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Neighbourhood Plans

[Neighbourhood planning allows local groups to come together to prepare a local level plan for their area.](#) Neighbourhood plans that have gone through all the necessary stages of production and a local referendum are used by the council alongside its own planning documents to make decisions on planning applications in a particular area.

Whilst a neighbourhood plan cannot block the amount of development already identified for the neighbourhood, it can influence where the development will go and what it might look like.

To date, the [Emsworth Neighbourhood Plan](#) is the only neighbourhood plan that has been prepared in the borough.

Developer Contributions

Planning Authorities can seek contributions from developers to make sure that the impacts of development are mitigated, and that developments are accompanied by improvements to infrastructure in the area. This mainly takes the form of [S106 Legal agreements and financial contributions to the Community Infrastructure Levy](#).

The Solent coastline around Havant is heavily protected through environmental designations.

The impact of development on the protected sites and species is therefore a particular consideration in planning for future development. This is reflected in the policies in the Local Plan, but also by specific strategies on the issue of [nutrient neutrality](#) and the [mitigation of recreational disturbance](#).

The Council's Developer Contributions guide (see above) also provides further detail on how these



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The Council's Developer Contributions guide (see above) also provides further detail on how these affect development proposals.

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Links from Planning Policy

- Appendix 49. Plain English Guide to the Planning System
 - https://cdn.havant.gov.uk/public/documents/Plain_English_guide_to_the_planning_system.pdf
- Appendix 50. Planning Services HBC Website
 - <https://www.havant.gov.uk/planning-services>
- Appendix 51. HBC Core Strategy March 2011
 - <https://cdn.havant.gov.uk/public/documents/ADOPTED%20CORE%20STRATEGY%20.pdf>
- Appendix 52.1, 52.3, 52.3, 52.4a-52.4e HBC Local Plan (Allocations) July 2014
 - <https://cdn.havant.gov.uk/public/documents/Adopted%20Allocations%20Plan%20July%202014%20-%20Copy.pdf>
- Appendix 53. Housing Delivery Position Statement HBC Website
 - <https://www.havant.gov.uk/housing-delivery-position-statement>
- Appendix 54. Supplementary Planning Documents HBC
 - <https://www.havant.gov.uk/planning-policy/supplementary-planning-documents>
- Appendix 55. Neighbourhood Planning HBC Website
 - <https://www.havant.gov.uk/neighbourhood-planning>

Housing Delivery Position Statement

www.havant.gov.uk/housing-delivery-position-statement

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Housing Delivery Position Statement

The purpose of the Housing Delivery Position Statement is to provide the Borough's residents and the development industry with certainty as to how planning applications will be considered whilst a new Local Plan is in production. In particular, it sets out how the Council will apply the 'tilted balance' in accordance with national policy, particularly [paragraph 14 of the National Planning Policy Framework](#).

Whilst there is a need to significantly boost housing supply in Havant Borough, this must be done in a responsible way. The Position Statement details how development proposals on sites not in the Adopted Local Plan can achieve sustainable development.

Applicants wishing to bring forward sites there were proposed as allocations in the [previous Local Plan](#) are encouraged to familiarise themselves with the [Site Opportunities and Constraints](#) and the

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Applicants wishing to bring forward sites there were proposed as allocations in the [previous Local Plan](#) are encouraged to familiarise themselves with the Site Opportunities and Constraints and the developer requirements associated with the relevant allocation.

Though it is a non-statutory document, the Position Statement forms a material consideration in the determination of planning applications in Havant Borough.

- [Housing Delivery Position Statement](#) (pdf 344 kb)
- [Tilted Balance Flow Chart](#) (pdf 137 kb)
- [Environmental Designations Map](#) (pdf 2.5 mb)
- [Position Statement Map North](#) (pdf 6.3 mb)
- [Position Statement Map South](#) (pdf 4.2 mb)
- [Development Quality Standards Checklist](#) (word 24 kb)
- [Related studies and strategies](#)

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Housing Delivery Position Statement

- Appendix 56. Para.11. NPPF. The Tilted Balance
- Appendix 57. Environmental Designations HBC
- Appendix 58. Position Statement Map HBC
- Appendix 59. Housing Delivery Position Statement March 22

Supplementary Planning Documents

www.havant.gov.uk/planning-policy/supplementary-planning-documents



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Supplementary planning documents

Supplementary Planning Documents (SPDs) provide additional guidance to the policies in the [Local Plan](#).

- [Borough Design Guide SPD \(Adopted December 2011\)](#)
- [Housing SPD \(Adopted July 2011\)](#) (pdf 1.25 mb)
- [Parking Supplementary Planning Document \(SPD\) \(Adopted July 2016\)](#) (pdf 820 kb)
- [Joint Supplementary Planning Document - Chichester Harbour Area of Outstanding Natural Beauty](#)

The documents below are not formally SPDs, but contain useful guidance and information for applicants and other interested parties:

- > [Borough design guide supplementary planning document](#)
- > [Housing supplementary planning document](#)
- > [Nutrient neutrality](#)
- > [Parking supplementary planning document](#)

The documents below are not formally SPDs, but contain useful guidance and information for applicants and other interested parties:

- [Position Statement and Mitigation Plan for Nutrient Neutral Development](#)
- [Developer Contributions Guide](#)
- [Conservation Area Appraisals](#)
- [Flood Risk Sequential Test & Exception Test](#) (pdf 298 kb)

The Havant Borough Council guidance on the sequential and exception test is currently being updated to take account of [new national guidance on planning for flood risk](#), which was published in August 2022.

Related pages

[Havant Borough Local Plan \(Core Strategy\).](#)

[Havant Borough Local Plan \(Allocations\).](#)

[Community infrastructure levy \(CIL\).](#)

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Supplementary Planning Documents

- Appendix 60. Nutrient neutrality - what developers need to know
 - <https://www.havant.gov.uk/nutrient-neutrality-what-developers-need-know>
- Appendix 61. HBC Housing SPD
- Appendix 62. HBC Parking SPD
- Appendix 63. Chichester Harbour Joint Supplementary Planning Document
- Appendix 64. Borough Design Guide SPD
 - <https://www.havant.gov.uk/borough-design-guide>
- Appendix 65. HBC CIL
 - <https://www.havant.gov.uk/planning-policy/community-infrastructure-levy-cil>
- Appendix 66. Details of Conservation Areas HBC
 - <https://www.havant.gov.uk/conservation-areas-and-listed-buildings/details-conservation-areas>
- Appendix 67. Flood Risk Sequential Test & Exception Test HBC
- Appendix 68.1 & 68.2 Guidance - Flood Risk and Coastal Change GOV UK
 - <https://www.gov.uk/guidance/flood-risk-and-coastal-change#the-sequential-approach-to-the-location-of-development>

Neighbourhood Planning

www.havant.gov.uk/neighbourhood-planning

In the borough, neighbourhood plans will be led by groups of local people who have successfully applied to be designated as the neighbourhood forum for a specified neighbourhood area. Such applications may be submitted at any time.

Once a neighbourhood forum is designated no other organisation or body may be designated for that neighbourhood area until the designation expires or is withdrawn.

All Neighbourhood Plans must be produced in line with National Planning Policy Framework and the Havant Borough Local Plan.

The preparation of a neighbourhood plan includes a number of stages including community engagement and consultation. It will be subject to an examination and a community referendum, where at least 51% of those voting must agree to it, before it can be adopted.

Is a Neighbourhood Plan the right plan for our community?

Communities will need to decide what is the most appropriate plan for their community and this will depend on what you want to achieve. Other options include Village Design Statements, an area action plan or a community plan.

Are there any areas of the borough exploring the Neighbourhood Planning Process?

Emsworth forum has been designated as the 'neighbourhood forum' and the Emsworth Ward to be designated as a 'neighbourhood area' for the purposes of [neighbourhood planning in Emsworth](#).

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Where can I find more information?

Follow the links in the 'External Links' section or contact the Planning Policy Team on 023 92446539 or email policy.design@havant.gov.uk

Related Studies and Strategies

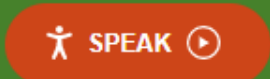
<https://www.havant.gov.uk/related-studies-and-strategies>



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Related studies and strategies

Evidence base studies provided below are provided for reference, but where relevant will be updated to support the preparation of the Building a Better Future Plan.

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Regulatory assessments

- [Sustainability Appraisal of the Plan Objectives and Proposed Approach](#)
- [Sustainability Appraisal Scoping Report for the Local Plan](#)
- [Habitat Regulations Assessment Screening Report for the Local Plan](#)
- [Integrated Impact Assessment](#)

Studies and strategies

- [Climate Change and Environment Strategy 2021-26](#)
- [Regeneration and Economy Strategy 2022-36](#)



- [Five Year Housing Land Supply Update](#)
- [Housing Delivery Position Statement](#)
- [Housing Delivery Action Plan](#)
- [Brownfield Register](#)
- [PfSH Statement of Common Ground](#)
- [PfSH Economic, Employment and Commercial Needs Study](#)
- [Employment Land Review Update](#)
- [Havant Town Centre Masterplanning Delivery](#)
- [Hayling Island Seafront Ambition Plan](#)
- [Residential Density Evidence Paper](#)
- [Hampshire Joint Strategic Needs Assessment 'Healthy Places' Report: Havant](#)
- [PfSH Strategic Flood Risk Assessment](#)
- [Solent Waders and Brent Goose Strategy](#)
- [Position Statement and Mitigation Plan for Nutrient Neutral Development](#)
- [Solent Recreation Mitigation Strategy](#)
- [HBIC Local Ecological Network Mapping](#)
- [Havant Borough Biodiversity Strategy](#)
- [Local Transport Plan](#)
- [Local Cycling and Walking Infrastructure Plan \(Draft\)](#)
- [Indoor Built Sports Facility Strategy](#)
- [Open Space Strategy](#)
- [Local Green Spaces and Destination Open Spaces in Havant](#)
- [Playing Pitch Strategy](#)