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Website: [www.havant.gov.uk](http://www.havant.gov.uk)

## COUNCIL AGENDA

**Membership:** Councillor Patrick (Mayor)

Councillors Raines (Deputy Mayor), Bains, Bowdell, Bowerman, Crellin, Denton, Fairhurst, Guest, Diamond, Hughes, Inkster, Jenner, Keast, Kennett, Linger, Lloyd, Milne, Moutray, Munday, Patel, Payter, Pike, Rennie, Redsull, Richardson, Robinson, Satchwell, Scannell, Sceal, Mrs Shimbart, Stone, Tindall, Thain-Smith, Turner, Wade, Weeks and Wilson

**Meeting:** Council

**Date:** Wednesday 21 September 2022

**Time:** 5.00 pm

**Venue:** Hurstwood Room, Public Service Plaza, Civic Centre Road,  
Havant, Hampshire PO9 2AX

The business to be transacted is set out below:

Kim Sawyer  
Chief Executive

13 September 2022

Contact Officer: Jenni Harding 02392 446234  
Email: [jenni.harding@havant.gov.uk](mailto:jenni.harding@havant.gov.uk)

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### PART 1 (Items open for public attendance)

#### 1 Apologies for Absence

To receive any apologies for absence.

#### 2 Declarations of Interests

To receive any declarations of interests from Members.

**3 Confirmation of Previous Minutes 1 - 4**

To confirm the minutes of the last meeting of the Council held on 22 June 2022 as a true record.

**4 Public Speaking under Standing Orders 27.5 & 28**

To deal with any public questions or any request from the public to address Council submitted in accordance with the requirements of Standing Orders 27.5 or 28, which is to deal with public questions or address notified no later than 12 noon three working days before the meeting.

**5 Cabinet/Board/Committee Recommendations 5 - 134**

To consider any recommendations to Council from the Cabinet and any of the Boards or Committees.

**1) Cabinet – 13 July 2022**

- (a) Business Rates Freeport Discretionary Rebate Scheme**  
RECOMMENDED the introduction of the Freeport Discretionary Rate Relief Scheme.

**2) Planning Policy Committee – 06 September 2022**

- (a) “The Building a Better Future Plan – consultation on Havant Borough’s new local plan”**  
RECOMMENDED that Council:

- a. Approve the consultation on the Building a Better Future Plan (consultation document at appendix A).
- b. Approve the approach to consultation in line with the Consultation and Communication Plan (Appendix B)
- c. Approve the Local Development Scheme (Appendix C) for publication and delegate authority to the Planning Policy Manager to keep this document updated as the plan progresses
- d. Approve the Statement of Community Involvement (Appendix D) for publication
- e. Endorse the setting up of a community representatives forum
- f. Delegate authority to the Planning Policy Manager<sup>1</sup> in consultation with the Cabinet Lead for Local Plan,

Environment and Water Quality<sup>1</sup> to make any necessary amendments which arise to the consultation document (Appendix A) prior to the public consultation period.

### **3) Cabinet – 07 September 2022**

#### **(a) 2022/23 HBC Revenue Budget Re-base (including Quarter 1 Performance Reporting)**

RECOMMENDED to Full Council:

- a. the proposed revenue budget rebase for 2022-23
- b. Delegates to s151 the authority to make the necessary budget virements in order to rebase the 2022-23 revenue budget as set out in the report

### **4) Cabinet – 21 September 2022**

#### **(a) Delegation Agreement for Environmental Services**

#### **(b) Refreshed Corporate Strategy**

#### **(c) Business Rates – Discretionary Rate Relief Review**

<b>6</b>	<b>Leader's Report</b>	<b>135 - 136</b>
<b>7</b>	<b>Cabinet Lead Reports</b>	<b>137 - 160</b>
<b>8</b>	<b>Cabinet Leads and Chairmen's Question Time</b>	
	(i) the Leader and Cabinet Leads to answer questions on matters within their respective reports.	
	(ii) Chairmen to answer questions on minutes since the last Council meeting	
<b>9</b>	<b>Questions Under Standing Order 27.4.1</b>	
	To receive questions from Councillors in accordance with the requirements of Standing Order 27.4.1, which is to be submitted by 12 noon three working days before the meeting.	
<b>10</b>	<b>Urgent Questions Under Standing Order 27.4.2</b>	
	To receive urgent questions from Councillors submitted in	

accordance with the requirements of Standing Order 27.4.2, received no less than two hours prior to the start of the meeting.

## **11 Notice of Motions under Standing Order 14.1**

To consider the following motion submitted in line with standing order 14.1 by Councillor Rennie and seconded by Councillor Munday.

This Council expresses its sorrow at the passing of Her Majesty Queen Elizabeth II and pays tribute to her long service to the United Kingdom and the Commonwealth. On behalf of the residents of the Borough of Havant we also extend our heartfelt sympathies to His Majesty King Charles III, the Prince of Wales and other members of the Royal Family.

The Council also resolves to pledge our allegiance to His Majesty King Charles III.

## **12 Special Urgency Decisions**

To note the following special urgency decision made:

[NORSE SOUTH EAST DRIVERS AND LOADERS REMUNERATION](#)

## **13 Acceptance of Minutes**

The Council to receive the minutes of Committees:

[Planning Committee on Thursday, 9th June, 2022](#)

[Planning Committee on Thursday, 30th June, 2022](#)

[Cabinet on Wednesday, 13th July, 2022](#)

[Human Resources Committee on Wednesday, 20th July, 2022](#)

[Audit and Finance Committee on Thursday, 28th July, 2022](#)

[Planning Committee on Thursday, 11th August, 2022](#)

[Overview and Scrutiny Committee on Wednesday, 24th August, 2022](#)

## **14 Appointments**

**To Follow**

## **PART 2 (Confidential items - closed to the public)**

## **15 Exclusion of the Press and Public**



The Council is asked to consider whether to pass a resolution excluding the public from the meeting during consideration of the following items as:

- (a) It is likely, in view of the nature of the business to be transacted, or the nature of the proceedings, that if members of the public were present during that item there would be disclosure to them of exempt information as specified in Part 1 of Schedule 12A (as amended) to the Local Government Act 1972; and
- (b) In all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Item 5  
Paragraph 3

## GENERAL INFORMATION

**IF YOU WOULD LIKE A VERSION OF THIS AGENDA, OR ANY OF ITS REPORTS, IN LARGE PRINT, BRAILLE, AUDIO OR IN ANOTHER LANGUAGE PLEASE CONTACT DEMOCRATIC SERVICES ON 023 9244 6231**

### Internet

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### Public Attendance and Participation

Members of the public are welcome to attend the Public Service Plaza and observe the meetings. We also endeavour to broadcast the meeting and make the recording available on the Council website for up to 6 months.

An address made by a member of the public may only be presented if a summary of the text has been received by the Democratic Services Team Leader no later than 12 noon three working days before the meeting. The speech shall reflect the summary provided.

The Monitoring Officer may rule out of order any address that:

- a is vexatious, derogatory, defamatory, frivolous or offensive;
- b concerns a Council employment or staffing matter or sensitive personal information about a Councillor;
- c is unrelated to functions of the Committee; or
- d has been previously considered in the last 6 months.

Questions from members of the public will only be permitted where they have been received by the Democratic Services Team Leader no later than 12 noon three working days before the meeting.

An answer to a question submitted by a member of the public may take the form of:

- 1 a direct oral answer;
- 2 where the desired information is contained in a publication of the Council or other published work, a reference to that publication; or
- 3 where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

### Disabled Access

The Public Service Plaza has full access and facilities for the disabled.

### Emergency Procedure

Please ensure that you are familiar with the location of all emergency exits which are clearly marked. In the unlikely event of an emergency an alarm will sound.

**PLEASE EVACUATE THE BUILDING IMMEDIATELY.**

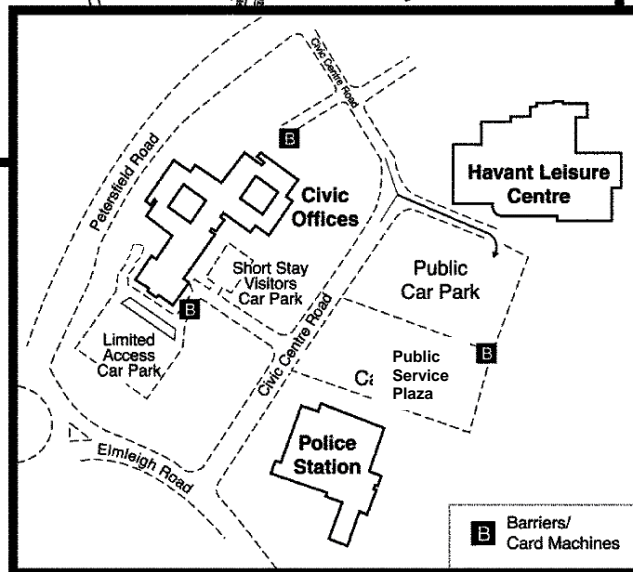
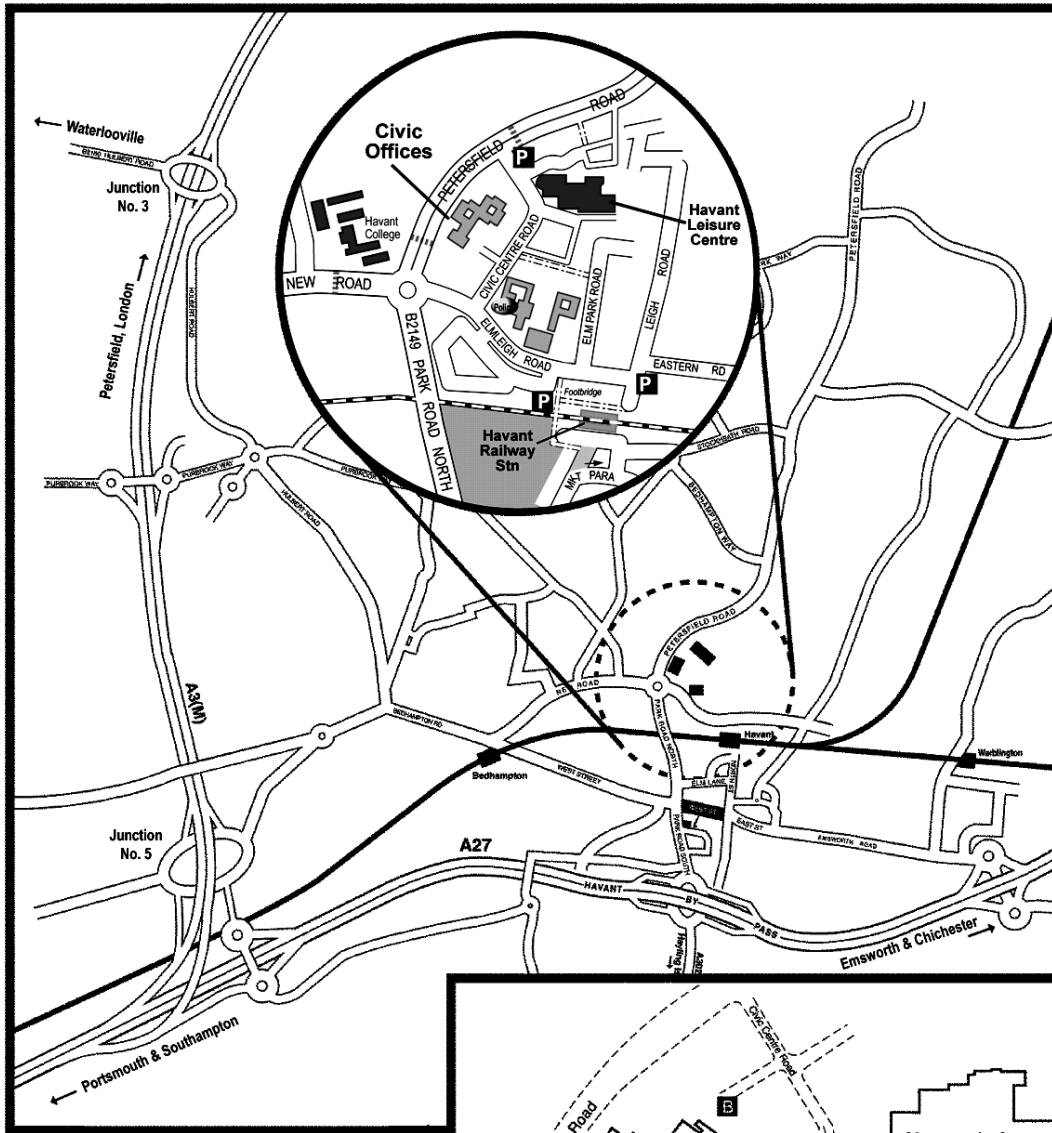
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**Havant**  
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# Havant

## BOROUGH COUNCIL

### PROTOCOL AT COUNCIL MEETING – AT A GLANCE

#### Sit or Stand?

Stand to address the Council/Mayor at all times

#### Rules of Debate

- always address each other as “Councillor ...”
- a motion or amendment has to be proposed and seconded
- once an amendment has been proposed and seconded, it becomes the subject of the debate until it is either accepted or rejected by a vote
- a seconder can choose to make their speech at a later time
- only one Councillor to stand at any one time
- speeches will not exceed 5 minutes (the Council can resolve to allow additional time, which will not exceed a further 3 minutes)
- a Councillor proposing the adoption of a Committee/Board minute has sufficient time to propose and unlimited time to reply to debate
- a Councillor can only speak again on an amendment, to move a further amendment, on a point of order or personal explanation.

#### Questions and Motions

- Motions must be submitted in writing (or by email) to the Democratic Services Team Leader 6 working days prior to the Council meeting
- Councillors may ask questions, without notice, of the Leader and Cabinet Leads in respect of the Cabinet Lead reports submitted to Council
- Councillors may ask questions of the Leader, Cabinet Leads and Committee Chairmen, on any matter affect the Borough or its residents, providing that:
  - 48 hours written notice is given; or
  - 2 hours written notice in relation to urgent matters

#### Voting

- Voting may be by a show of hands or by a ballot at the discretion of the Mayor
- Two Councillors may request, before a vote is taken, that the names of those voting be recorded in the minutes
- A recorded vote will always be taken in respect of approval of the Annual Budget
- Councillors may not vote unless they are in the meeting for the full debate on any particular item
- A Councillor may request that his/her vote be recorded in the minutes



## HAVANT BOROUGH COUNCIL

At a meeting of the Council held on 22 June 2022

Present

Councillor Patrick (Mayor)

Councillors Raines (Deputy Mayor), Bains, Bowerman, Crellin, Fairhurst, Guest, Diamond, Hughes, Inkster, Keast, Kennett, Lloyd, Milne, Munday, Patel, Pike, Rennie, Redsull, Richardson, Robinson, Satchwell, Seal, Mrs Shimbart, Stone, Tindall, Wade and Wilson

### **12 Minutes**

Proposed by Cllr Keast, seconded by Councillor Seal, following a vote in which Councillor Wilson abstained due to his non attendance at the meeting of 18 May 2022, it was RESOLVED that the minutes of the meeting of Council held on 18 May 2022 were agreed as a true record.

### **13 Apologies for Absence**

Apologies of absence were received from Councillors Neil Bowdell, Tony Denton, Brenda Linger, Julie Thain-Smith, Leah Turner and Yvonne Weeks.

### **14 Declarations of Interests**

There were no declarations of interest from the members present.

### **15 New Councillors' Introductions**

Newly elected members, Councillor Liz Fairhurst, Phillip Munday, Amy Redsull, Julie Richardson and Kris Tindall introduced themselves to Members.

### **16 Mayor's Report**

The Mayor did not wish to add anything to her published report and there were no questions from members in relation to the Mayor's report.

### **17 Public Questions under Standing Order 27.5**

There were no questions received from members of the public under the provision of this standing order.

### **18 Cabinet/Board/Committee Recommendations**

The Overview & Scrutiny's Annual report was introduced by Councillor Lloyd as previous Chairman of the Overview & Scrutiny Committee and report author.

Seconded by Councillor Crellin; it was RESOLVED that the Overview & Scrutiny's Annual Report be noted.

## **19 Leader's Report**

There was nothing further that the Leader wished to add to his published report.

## **20 Cabinet Lead Reports**

Councillor Bowerman updated the delivery date for the new glass collection bins to be delivered will be 04 July 2022 and the larger waste bins are being delivered shortly on Hayling Island. Councillor Bowerman to update members on the delivery of a new electrical vehicle as soon as possible.

Councillor Pike updated that the Havant station footbridge, was closed by Hampshire County Council today and is encouraging the County Council to bring forward their plans for its replacement as soon as possible and has written to new County Councillor for Transport, requesting confirmation of the plans and timeline for reconstruction of the bridge.

## **21 Cabinet Leads and Chairmen's Question Time**

The Cabinet Leads took questions from Councillors on their published reports and the Committee Chairmen on their respective minutes.

Councillor Lloyd pledged to inform Councillor Inkster when the 'notice to mariners' is due, in relation to the deployment of the marine buoy off Hayling Island.

Councillor Pike will provide the costs of the survey currently being undertaken in relation to public use of Havant Town Centre to Councillor Munday.

Councillor Pike further invited Councillor Redsull to have a briefing from officers on the 'Link Up Leigh Park' project.

## **22 Questions Under Standing Order 27.4.1**

There were no questions submitted under the provision of this standing order.

## **23 Urgent Questions Under Standing Order 27.4.2**

There were no urgent questions submitted under the provision of this standing order.

## **24 Appointments**



Proposed by Councillor Milne and seconded by Councillor Kennett, it was RESOLVED that Council:

- (i) Reviewed the representation of the different political groups on each of the Committee, Boards and Panels set out in Appendix A and determines:
  - (a) the allocation of seats on each of those bodies to each of the political groups into which the Council is divided and
  - (b) the membership of those bodies in accordance with the wishes of those groups; and
- (ii) Approved:
  - a) the appointment of Councillors to those Committees, Boards and panels as set out in Appendix B: Parts A & B and;
  - b) that all appointments at (ii) remain in place until the next Annual meeting of the Council.)

## **25 Acceptance of Minutes**

Proposed by Councillor Keast and seconded by Councillor Diamond it was RESOLVED that the minutes of Committees held since the last meeting of Council be received.

**The meeting commenced at 5.00 pm and concluded at 5.55 pm**

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**Chairman**

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NON-EXEMPT

## HAVANT BOROUGH COUNCIL

CABINET

13<sup>th</sup> July 2022

### Business Rates – Freeport – Discretionary Rate Relief Scheme

#### FOR DECISION

Portfolio Holder: Cllr Tony Denton

Key Decision: No

Report Number: HBC/062/2022

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#### 1. Purpose

1.1. This paper is submitted to Cabinet

For policy decision

#### 2. Recommendation

2.1. Members are requested to approve

2.2. The introduction of the Freeport Discretionary Rate Relief Scheme

#### 3. Executive Summary

3.1. This report is introducing a new scheme, which will enable the granting of discretionary rate relief to qualifying businesses within the new Freeport area of Dunsbury Way.

3.2. This new scheme supports the Corporate Strategy in enabling one of the key benefits for new businesses moving to the Freeport tax site.

3.3. There are no additional resources implications.

3.4. Appendix A contains the new Freeport Discretionary Rate Relief Scheme

#### **4. Additional Budgetary Implications**

4.1. None

#### **5. Background and relationship to Corporate Strategy and/or Business Plans**

5.1. At the Budget on 3 March 2021, the government committed to creating new freeports sites in England, where businesses would benefit from more generous tax reliefs, including business rates relief. The announcement confirmed that the Solent Freeport site in England was successful in the bidding process.

5.2. Full business rates relief will be available for a period of five years to an eligible business in a freeport tax sites in England, once designated. Relief will be available to all new businesses, and certain existing businesses where they expand, provided occupation commences before 30 September 2026.

5.3. Relief will apply for five years from the point at which each beneficiary first receives relief. This means that if a business first received relief on 30 September 2026, the relief may be applied up to 29 September 2031.

5.4. The introduction of this scheme supports the Corporate Strategy as the scheme is an important element of the delivery of the Freeport Tax site.

#### **6. Options considered**

6.1. The Council is required by the Government to introduce a local discretionary rate relief scheme to enable eligible businesses to claim Freeport Rate Relief.

#### **7. Resource Implications**

7.1. Where Freeport Rate Relief is granted, this will be compensated by the Government in the form of Section 31 grants.

7.2. There is a one-off cost for software of £2,500 and an annual software maintenance cost of £500 to administer the scheme within the Business Rates system, however, this can be claimed back from the Freeport Board.

**Section 151 Officer comments**

*There are no financial implications – Malcolm Coe – S151*

Date: 21<sup>st</sup> June 2022

7.3. Human Resources Implications

7.4. There are no Human Resources implications.

7.5. Information Governance Implications

7.6. There are no Information Governance implications

7.7. Other resource implications

7.8. None

**8. Legal Implications**

8.1. None.

**Monitoring Officer comments**

*There are no legal implications – Mark Watkins – Interim Monitoring Officer*

Date: 21<sup>st</sup> June 2022

**9. Risks**

9.1. None

**10. Consultation**

10.1. The scheme has been drafted in consultation with the other three Rating Authorities within the Solent Freeport area. This was to ensure a consistent approach to the granting of any rate relief.

**11. Communication**

- 11.1. Key stakeholders will be informed of the new scheme and the Council's website etc will be updated

**12. Appendices**

- 12.1. Appendix A – Freeport Discretionary Rate Relief Scheme

**13. Background papers**

- 13.1. None

Agreed and signed off by:

Portfolio Holder: Cllr Tony Denton – 18<sup>th</sup> March 2022

Executive Head: Chris Bradley – 5<sup>th</sup> July 2022

Monitoring Officer: Mark Watkins – 21<sup>st</sup> June 2022

Section 151 Officer: Malcom Coe – 21<sup>st</sup> June 2022

**Contact Officer**

Name: Brian Wood

Job Title: Head of Customer Services

Telephone: 01730 234150

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Havant Borough Council

Solent Freeport  
Business Rate Relief Scheme

## **Contents**

### Definitions

1. Purpose of the Scheme and background
2. Legislation and Funding
3. Eligibility principles – which properties will benefit from the relief
4. Principles for awarding freeport relief for businesses
5. Principles for establishing the value of the freeport business rate relief
6. Sequence of reliefs
7. How will rate relief be provided to businesses
8. Subsidy control limits
9. Scheme delegation
10. Notification of decisions
11. Review of decisions
12. Complaints
13. Managing the risk of fraud
14. Recovery of amounts incorrectly paid
15. Data Protection and use of data



## **Definitions**

The following definitions are used within this document:

'Commencement Date' means the date on which the Tax Site receives a Tax Site Designation.

"Displacement" means a business moving into a Freeport tax site from a non-Freeport area, to gain tax benefits where there is no real growth or additionality.

"Eligible Premises" means commercial premises on the Land, the owners the developers and occupants of which are eligible for certain tax benefits as a result of the Tax Site Designation.

'Hereditament(s); means the assessment defined within Section 64 of the Local Government Finance Act 1988.

'Local rating list'; means the list as defined by Section 41 of the Local Government Finance Act 1988 compiled and maintained by the Valuation Office Agency

'Rateable value' means the rateable value for the hereditament shown in the local rating list on the effective date

'Ratepayer'; means the business who according to the Council's records, was liable for occupied rates in respect of the hereditament on the effective date and the business eligible to receive the relief

## **1. Purpose of the Scheme and background**

- 1.1 At the Budget on 3 March 2021, the government committed to creating new freeports sites in England, where businesses would benefit from more generous tax reliefs, including business rates relief. The announcement confirmed that the Solent Freeport site in England was successful in the bidding process.
- 1.2 Full business rates relief will be available for a period of five years to an eligible business in a freeport tax sites in England, once designated. Relief will be available to all new businesses, and certain existing businesses where they expand, provided occupation commences before 30 September 2026.
- 1.3 Relief will apply for five years from the point at which each beneficiary first receives relief. This means that if a business first received relief on 30 September 2026, the relief may be applied up to 29 September 2031.
- 1.4 The purpose of this document is to determine eligibility for rate relief under the Council's Solent Freeport Business Rate Relief scheme. This scheme is effective from 1 April 2022 to 30 September 2026.

## **2. Legislation and Funding**

- 2.1 The Government is not changing the legislation. Instead, the Government will, in line with the eligibility criteria for the relief, reimburse billing authorities that use their discretionary relief powers under Section 47 of the Local Government Finance Act 1988, as amended, to grant the relief. It will be for individual local authorities, which administer the freeports business rates relief, to adopt a local scheme and determine in each individual case when, having regard to this guidance, to grant relief under section 47.
- 2.2 Central Government will reimburse local authorities for the local share of the relief Scheme (using a grant under section 31 of the Local Government Act 2003).

## **3. Eligibility principles - which properties will benefit from relief?**

- 3.1 The Freeport objectives are to support public and private initiatives that:
  - establish the Solent Freeport as a hub for global trade and investment
  - promote productivity, regeneration, and job creation
  - create hotbeds of innovation and skills, pioneer approaches to climate change adaption and decarbonisation and accelerate the transition to a “Net Zero” economy
- 3.2 Businesses should use their best endeavors to meet at least one of the above objectives.
- 3.3 Freeports business rates relief is available to new businesses moving into the freeport site after the date on which the relevant freeport tax site has been formally designated (and on or before 30 September 2026) and occupying both existing and new or expanded hereditaments on the rating list.

- 3.4 Freeports business rates relief is available for 5 years from the date it is first claimed. Businesses will be able to claim the relief, where eligible, from the date on which the relevant freeport tax site has been formally designated (and on or before 30 September 2026).
- 3.5 New businesses which expand after moving into the freeport site (whether into new or existing buildings) will, in addition to any existing relief, be eligible for relief on any additional hereditaments they occupy in the relevant Freeport tax site.
- 3.6 In considering what is a new business, we will consider groups of companies to be single businesses.

#### **4. Principles for awarding freeport relief for businesses**

- 4.1 Subject to meeting the eligibility principles, and 4.3 to 4.7 below, full relief is available on a hereditament where a business has occupied the property comprising that hereditament for the first time on or after the date on which the relevant Freeport tax site is designated (and on or before 30 September 2026). This, for example, would include existing businesses expanding into a further property.
- 4.2 Subject to meeting the eligibility principles, and 4.3 to 4.7 below, partial relief is available on a hereditament where a business has occupied a room or similar within a hereditament for the first time on or after the date the relevant freeport tax site is designated (and on or before 30 September 2026). For example, where an existing business builds an extension or takes on new rooms or floors in their building leading to an expansion of the hereditament.
- 4.3 Ratepayers cannot generally claim freeport relief merely by expanding their use of an existing room or similar within a hereditament. However, partial relief is available to a business in respect of part of a hereditament on which they were already the occupier or owner prior to the date on which the relevant freeport tax site is designated, provided that the space is within an existing room of a building and has become useable for the first time following development commenced on or after the date on which the relevant freeport tax site is designated (and on or before 30 September 2026). E.g., installation of a mezzanine or access/fire control improvements to bring an existing space into use.
- 4.4 Improvements to space already or previously in use by the business prior to the date on which the relevant Freeport tax site is designated, are not eligible for freeport relief (e.g., general refurbishment or improved services such as heating and aircon).
- 4.5 The Council may refuse to award Freeport Rates Relief where the increase in rates bills attributable to these factors is not reasonably ascertainable.
- 4.6 Local authorities have discretion to apply additional tests for freeport rates relief to avoid or not incentivise displacement of business activity from within the freeport or the surrounding area. This may include
  - a) reducing the award of relief in cases where a ratepayer's occupation of a space arises in whole or in part from them vacating another space in the Freeport or surrounding area unless they can demonstrate a net gain in terms of jobs and new business floorspace, or wider economic, environmental or social benefit,

or there are exceptional circumstances for the relocation which benefits the Freeport area or the surrounding area.

- 4.7 The freeports business rates relief is available for 5 years from the date it is first claimed. Businesses will be able to claim the relief, where eligible, from the date the relevant Freeport tax site has been formally designated (and on or before 30 September 2026).

## **5. Principles for establishing the value of the freeports business rates relief**

- 5.1 Subject to 4.6, the value of full relief for hereditaments falling within 4.1 above is 100% of the net chargeable amount.
- 5.2 Subject to 4.6, the value of partial relief should be 100% of that part of the rates bill attributable to the part of the hereditament falling within 4.2 and 4.3 above where that increase is reasonably ascertainable. In establishing the part of the rates bill attributable to the part of the hereditament falling within 4.2 and 4.3 above, authorities may have regard to:
- i. the survey and rating valuation of the hereditament provided by the ratepayer if available (e.g., for hereditaments valued by area on the rental comparison basis).
  - ii. a change to the rateable value where it is clear that the change is solely due to the addition to the valuation of the parts of the hereditament falling within 4.2 and 4.3 above.
  - iii. any other information the authority deems appropriate to determine the extent of the parts of the hereditament falling within 4.2 and 4.3 above.
- 5.3 Local authorities may withhold or reduce the Freeports Rates Relief in cases of displacement.

## **6. Sequence of reliefs**

- 6.1 The relief shall be applied after mandatory reliefs and other discretionary reliefs have been applied, excluding those where local authorities have used their wider discretionary relief powers introduced by the Localism Act 2011.

## **7. How will rate relief be provided to Businesses?**

- 7.1 The Council is fully aware of the importance of this scheme to assist businesses and support the local economy. The Freeport rate relief will be paid onto the ratepayer's business rate account in respect of each day of eligibility.
- 7.2 In all cases businesses will be required to confirm that they are eligible to receive the relief and must complete an electronic application form on the Council's website.
- 7.3 The Council reserves the right to request any supplementary information from businesses.
- 7.4 An application for the rate relief is deemed to have been made when a duly completed application form is received via the Council's online procedure, along with any supplementary information.

## **8. Subsidy control limits**

- 8.1 As outlined in the bidding prospectus, the freeports business rates relief is subject to the UK's domestic and international subsidy control obligations. Businesses located in designated tax sites will need to fulfil any requirements in place to ensure compliance with those obligations in advance of, during, and after claiming relief. See the [BEIS guidance for public authorities](#) which explains the subsidies chapter of the TCA (Trade and Cooperation Agreement) World Trade Organisation rules on subsidies, and other international subsidy control commitments.

## **9. Scheme of Delegation**

- 9.1 The Council has implemented this scheme in line with Government guidance.
- 9.2 Officers of the Council will administer the scheme and the Executive Head of Commercial the right to make minor changes to this scheme as necessary in consultation with the Cabinet Lead for Finance, to ensure it meets the criteria set by the Council and, in line with updated Government guidance.

## **10. Notification of Decisions**

- 10.1 Applications will be considered on behalf of the Council by the Executive Head of Commercial in consultation with the Council's Economy Manager.
- 10.2 All decisions made by the Council shall be notified to the applicant either in writing or by email and a revised business rate notice will be issued. A decision shall be made as soon as practicable after receiving an application form and any supporting information.

## **11. Reviews of Decisions**

- 11.1 The Council will operate an internal review process and will accept an applicant's request for an appeal of its decision.
- 11.2 All such requests must be made in writing or by email to the Council within 28 days of the Council's decision and should state the reasons why the applicant is aggrieved with the decision of the Council. New information may be submitted at this stage to support the applicant's appeal.
- 11.3 The application will be reconsidered by Executive Head of Commercial in consultation with the Council's Economy Manager, as soon as practicable and the applicant informed in writing or by email of the decision. This decision is final.

## **12. Complaints**

- 12.1 The Council's 'Complaints Procedure' (available on the Council's website) will be applied in the event of any complaint received about this scheme.

## **13. Managing the risk of fraud**

- 13.1 Neither the Council, nor the Government will accept deliberate manipulation of the

scheme or fraud. Any applicant caught falsifying information to gain Freeport rate relief will face prosecution and any relief awarded will be recovered from them. The council will actively participate in any exercises to detect and prevent fraud and will report to and work with the National Investigation Service and the National Anti-Fraud Network.

- 13.2 Applicants should note that, where a relief is awarded by the Council, details of each individual relief may be passed to Government.

**14. Recovery of amounts incorrectly paid**

- 14.1 If it is established that any award has been made incorrectly due to error, misrepresentation or incorrect information provided to the Council by an applicant or their representative(s), the Council will look to recover the amount in full.

**15. Data Protection and use of data**

- 15.1 All information and data provided by applicants shall be dealt with in accordance with the Council's Data Protection policy and Privacy Notices which are available on the Council's website. Business will need to give their consent as part of the application process for information to be shared between the four rating authorities in the Solent Freeport area.

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ON-EXEMPT

# HAVANT BOROUGH COUNCIL

COUNCIL

21 SEPTEMBER 2022

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## CONSULTATION ON THE BUILDING A BETTER FUTURE PLAN – THE NEW LOCAL PLAN FOR HAVANT BOROUGH

### FOR DECISION

Portfolio Holder: Cllr Elizabeth Lloyd – Cabinet Lead for Local Plan, Environment and Water Quality

Key Decision: No

Report Number: *HBC/72/2022*

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### 1. Purpose

- 1.1. To consider the recommendation of the Planning Policy Committee on the consultation process for the preparation of a new Local Plan. This would constitute a statutory (Regulation 18) consultation for the new Local Plan.

### 2. Recommendation

- 2.1. Council is recommended to:
  - a. Approve the consultation on the Building a Better Future Plan (consultation document at appendix A).
  - b. Approve the approach to consultation in line with the Consultation and Communication Plan (Appendix B)

- c. Approve the Local Development Scheme (Appendix C) for publication and delegate authority to the Planning Policy Manager<sup>1</sup> to keep this document updated as the plan progresses
- d. Approve the Statement of Community Involvement (Appendix D) for publication
- e. Endorse the setting up of a community representatives forum
- f. Delegate authority to the Planning Policy Manager<sup>1</sup> in consultation with the Cabinet Lead for Local Plan, Environment and Water Quality<sup>1</sup> to make any necessary amendments which arise to the consultation document (Appendix A) prior to the public consultation period.

### **3. Executive Summary**

- 3.1. At its meeting held on 6 September 2022, the Planning Policy Committee considered the consultation process for the new Local Plan.
- 3.2. The Committee examined, via a question-and-answer session with the relevant Cabinet Lead and officers, the following aspects of the process
  - 1. The Council's options, if the Council considered that a proposed development did not make the most efficient use of land;
  - 2. The obligations relating to nutrient neutrality;
  - 3. Southern Water's role for the disposal of foul water and as a consultee on development proposals and the Local Plan;
  - 4. The performance of Southern Water and the capacity of the current foul and surface water drainage network to cope with future developments;
  - 5. The percentages required for affordable housing in proposed developments; and
  - 6. The need to differentiate between affordable housing from social housing.
- 3.3. With regard to the concerns raised about Southern Water, the Committee was advised that the Southern Water were due to attend the Council's Overview and Scrutiny Committee to discuss their performance.

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<sup>1</sup> Or successor in similar or equivalent role



- 3.4. In response to the issues raised by members, a revised version of Appendix A is attached to this report.
- 3.5. The production of an up-to-date Local Plan is a key priority for Havant Borough Council and is related closely to a large number of themes in the Corporate Strategy. The proposed consultation is the first step in the process of the developing the new Local Plan which will be known as the Building a Better Future Plan.
- 3.6. The preparation of the new Local Plan is an opportunity to prepare a plan which reflects the significant socio-economic changes in a post pandemic society, the new duties and responsibilities the Council has under the Environment Act as well as an increased focus on the Borough's environment, reflecting the Council's Climate Change and Environment Strategy.
- 3.7. The approach to the consultation also reflects this change – focussing on key themes that the plan should address and seeking views on their prioritisation.

#### **4. Additional Budgetary Implications**

- 4.1. None.

#### **5. Background and relationship to Corporate Strategy, Climate & Environment Strategy and/or Business Plans**

- 5.1. The Local Plan remains one of the most important functions of Havant Borough Council and is highlighted as such in the Corporate Strategy 2022-25.
- 5.2. It is rare that a single council project addresses all six of the Corporate Strategy's themes, however this is the case with the local plan. It also aligns, and will act to implement, other key Council Strategies, most notably the Climate Change and Environment Strategy and the Regeneration and Economic Development Strategy.
- 5.3. The Building a Better Future Plan will be a local plan, focussing on delivery and putting in place the framework that is needed to deliver the Council's objectives on the ground.
- 5.4. Having a Local Plan brings significant benefits for everyone who lives, works or visits the borough of Havant and is essential in raising prosperity and providing a

high quality of life. Equally, it is necessary to make sure that the Local Plan is kept up-to-date and relevant in order to realise those benefits.

- 5.5. The Local Plan is also the only way in which the Council can deliver sustainable development across the borough which fulfils all three of the pillars of sustainability, protecting the borough's most cherished landscapes and providing successful communities into the future.
- 5.6. Equally without an up-to-date Local Plan in place, under the National Planning Policy Framework (NPPF), existing local policies would cease to apply and instead only the general policies in the NPPF may be used. This would lead to a substantial reduction in the level of influence which the Borough Council and communities have over future development decisions, particularly given the Council's current Housing Delivery Test measurement and lack of five year housing land supply.

### **Reflecting a rapidly changing world**

- 5.7. The last time the Council would have undertaken a similar consultation on a local plan was in 2018. Since then the world has changed enormously. The Council last year adopted the Climate Change and Environment Strategy, a clear statement of the Borough's ambitions to achieve net zero by 2050. On 13 July, the Cabinet confirmed the priorities in this area for the current year, specifically including the local plan.
- 5.8. At the national level, the Environment Act represents a sizeable shift in the approach towards planning and the environment. Rather than simply achieving the mitigation of its impact on biodiversity, development will now need to achieve a net gain, contributing to reversing the decline in biodiversity which has been taking place in the UK over many decades. The Council has previously won national awards for its pioneering work on nutrient neutrality and is well placed to ensure that the Building a Better Future Plan takes forward this key national change.
- 5.9. The pandemic has also resulted in a re-examination of the health and wellbeing impacts of the homes residents live in. There is an opportunity to explore the quality standards for new housing, the size of dwellings, provision of outdoor spaces and their adaptability to the needs of residents as the Borough's population ages.

- 5.10. Nonetheless, there are other areas that remain issues for the Borough's local plan to address. The need for affordable housing and the amount of time that households need to wait for a suitable home remain extremely high. Private sector developments account for the vast majority of new affordable rental and intermediate homes to address the Borough's waiting list and so the higher the level of affordable housing that can be sought, the more of an impact new development can have on this issue.
- 5.11. It is also necessary for new development to address its impact on the Borough's infrastructure networks. These are already constrained and new development can lead to impacts across a wide variety of infrastructure areas. New development primarily funds new infrastructure development through the Community Infrastructure Levy (CIL). The preparation of a new CIL charging schedule was authorised on 16 March 2022 alongside the development of the new local plan and will be prepared in due course.
- 5.12. Havant is an area of comparatively low property values. The Borough's average house price is £320,228 compared to £370,058 across Hampshire and £382,791 across the south east. This means that developers will ultimately receive less income from new homes built in the Borough than elsewhere. This leaves less ability to increase the amount of provision of considerations such as low carbon design, biodiversity net gain and affordable housing set out above. As a result, any local plan the Borough puts together will ultimately need to prioritise these considerations to ensure the best possible outcome. This is proposed as the focus of the consultation, seeking views on where the Council should prioritise its focus in the new plan.

### **An up-to-date development strategy**

- 5.13. Whilst there are a number of issues that have changed substantially in recent years, the need for housing remains high and is growing. The most sustainable places to develop are invariably brownfield sites. This is intrinsically part of the Regeneration and Economy Strategy which looks to focus significant levels of housing development around the Borough's key town centres. The Building a Better Future Plan would reflect this approach.

- 5.14. Nevertheless, Government are clear in national planning policy that a significant boost in the supply of housing is sought and this is also reflected in the Corporate Strategy through a priority to “Deliver...our housing target as set out by the Government”. Alongside every other area in the Country, every community in the Borough will need to play its part in meeting the need for housing. Whilst a plan which relied solely on brownfield development would be ideal, it will not be possible to substantially address the need for housing with brownfield sites alone.
- 5.15. In seeking to meet the need for housing, development must be sustainable, as defined by the NPPF, in order to proceed. The Borough is heavily constrained and the calculation of the need for housing is done by Government not the Council. As such, it is considered unlikely that the full need for housing will be able to be met within Havant Borough.
- 5.16. This will require the Council to work with neighbouring and nearby local authorities, under the 'duty to cooperate', in order to set out how the need for housing will be addressed overall. This will principally take place through the emerging South Hampshire Joint Strategy which will consider how to meet the collective housing need across the sub-region.

### **Consultation and next steps**

- 5.17. At this starting point for the preparation of the Building A better Future Plan, it is appropriate to update the Council's Statement of Community Involvement. This would bring it fully up to date with the latest consultation methods and how it is proposed to engage with stakeholders moving forward, both on planning policy matters and on planning applications. The proposed Statement of Community Involvement is at Appendix D of this report.
- 5.18. Should the Full Council approve the proposed consultation, it would run for six weeks from 3 October. A consultation plan has been prepared, in line with the new Statement of Community Involvement and is at appendix B of this report. This recommends a range of online and offline engagement methods, set out more fully in section 11 of this report.
- 5.19. Following the close of the consultation, the feedback received will be reported to the Planning Policy Committee. Developing the evidence base and the plan itself

will be a priority for the officer team during 2023. As part of this, it is proposed to continue to engage with stakeholders. Key to this would be to hold regular discussions with the Borough's residents groups. This would be through a new community representatives forum. It is intended that the forum would include representatives from all of the Borough's communities, would be chaired by the relevant Cabinet Lead and would meet as necessary to discuss matters pertinent to the local plan and other related initiatives.

- 5.20. It is proposed at this point that the next formal stage in the plan's development would take place during the winter of 2023/24. This may need to be adjusted depending on the representations received during the proposed consultation and the need to adjust the approach or commission additional evidence. A Local Development Scheme is included at Appendix C alongside a proposed officer delegation in order to ensure that it is kept up to date.

## **6. Options considered**

- 6.1. The main alternative available, would be a 'do nothing' approach of not preparing a local plan. This is not considered an appropriate option. This is principally due to the fact that development will ultimately come forward, however without a local plan there will be no coordination of development or minimum standards to achieve. Furthermore, it is likely that if the Council were intransigent in putting together a local plan, eventually the Government would intervene and put one in place regardless.
- 6.2. An alternative option to pursuing the Regulation 18 consultation would be to proceed straight to Regulation 19 publication stage of the plan preparation, indeed this was highlighted by the inspectors examining the last local plan as an option. This is not recommended. Though the regulations do not strictly prescribe that a Regulation 18 consultation should be undertaken as part of the plan, it is considered appropriate to undertake engagement to inform the plan's proposals. This would also not save any time in preparing the plan due to the need to undertake complex modelling evidence, particularly the transport assessment.

## **7. Resource Implications**

- 7.1. Financial Implications – the preparation of Havant Borough’s new Local Plan has fed into the 2022/23 budget setting process. As the Local Plan’s preparation will span several financial years, the project plan will inform the budget setting for 2023/24 and 2024/25. This will be informed by the feedback through this consultation in terms of priorities and the evidence that would be required.

**Section 151 Officer comments**

Date: 19 August 2022

Costs associated with the consultation, (to date), of the Local Plan have been accounted for within the current Planning Policy budget.

Any further consultation and / or evidence requirements will be considered through the usual annual budget setting, and medium term financial strategy refresh, process.

- 7.2. Human Resources Implications - there are no additional staffing requirements specifically as a result of the proposals in this report.
- 7.3. Information Governance Implications – none.
- 7.4. Other resource implications – none.

**8. Legal Implications**

- 8.1. The preparation of a Local Plan is governed by the Town and Country Planning (Local Planning) (England) Regulations 2012. The proposed consultation would form a consultation under Regulation 18 of those regulations.

**Deputy Monitoring Officer comments**

Date: 18 August 2022

The remit of the Planning Policy Committee, and the scope of the recommendations it will make to Full Council, are set out in Part 2 of the Constitution (Section E1A paragraph 2). This report seeks approval to conduct a Regulation 18 public consultation and to take other steps/authorise publication of documents – all connected to the development of the Local Plan.

## **9. Risks**

- 9.1. The new Local Plan will be prepared in accordance with the relevant regulations, and be underpinned by extensive evidence base and statutory assessments. As the Plan progresses towards submission and Examination, the decisions in the Plan and the evidence that it relies on will be subject to extensive scrutiny. In particular, there is a risk that any newly appointed independent Inspector would have differing views that the previous Local Plan Inspectors.
- 9.2. The Borough's Housing Delivery Test measurement and absence of an up-to-date five year housing land supply position mean that the Council is in a weakened position to defend speculative developments whilst the new Local Plan is in production.

## **10. Climate & Environment Implications**

- 10.1. The Building a Better Future Plan and the Climate Change and Environment Plan are intrinsically linked. At its meeting of 13 July 2022, the Cabinet endorsed five priorities for the current year. This includes *"Incorporating policies within Havant Borough Council's revised Local Plan to ensure energy hierarchies and energy efficiencies are delivered for development in new housing in the Borough. (B2)"*
- 10.2. This consultation will go a significant way in achieving this priority. The consultation document contains a specific section on climate change and seeks views on what the local plan policy should be.

## **11. Consultation**

- 11.1. If the Full Council choose to approve the Local Plan consultation document for consultation this would start on 3 October and last for six weeks.
- 11.2. Planning is an emotive subject and local plans invariably propose a large degree of change. As a result, a proactive communications and consultation plan has been put together. This is attached to this report at Appendix B.
- 11.3. The consultation plan includes a number of online and offline consultation methods, in order to ensure that a wide range of stakeholders are engaged in the preparation of the plan:

- i. A short leaflet which introduces local communities and developers to the new Local Plan and explains how they can be engaged in the consultation for the Building a Better Future Plan
- ii. Public exhibitions across the borough to allow stakeholders to discuss the consultation with the officer team and ask any questions
- iii. Online survey with paper copies provided on request
- iv. Specific notifications for those who have signed up to receive them
- v. A Call for Sites to provide landowners/developers with an opportunity to tell us about any potentially suitable sites which have not previously been considered through the Local Plan process

## **12. Communication**

- 12.1. There will be extensive communication with stakeholders through the preparation of Building a Better Future: Havant Borough's Local Plan, both within formal consultation periods and on a more informal basis.

## **13. Appendices**

- 13.1. Appendix A – Building a Better Future Plan consultation document  
Appendix B – Consultation and Communication Plan  
Appendix C – Local Development Scheme  
Appendix D – Statement of Community Involvement

## **14. Background papers**

- 14.1. None.

Agreed and signed off by:

Portfolio Holder: Cllr Elizabeth Lloyd (Cabinet Lead for The Local Plan, Climate Change & Environment plus Water Quality – 19/08/2022)

Director: Simon Rowberry (Interim Executive Head of Place – 18/08/2022)

Monitoring Officer: Alan Harrison (Deputy Monitoring Officer – 18/08/2022)

Section 151 Officer: Malcolm Coe (Chief Finance Officer) – 19/08/2022



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# BUILDING A BETTER FUTURE

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# FOREWORD



Page 30

## Councillor Elizabeth Lloyd

Cabinet Lead for Local Plan, Environment and Water Quality

The world around us is changing radically. The effects of climate change, the aftermath of the pandemic, and the advances in technology which can provide alternative forms of transport and energy, are all changes to which we need to adapt.

Climate change is the biggest crisis the world is facing today. This change is happening locally as well as globally, and we all need to play our part in reducing harmful emissions. We are at a critical point to best influence positive change.

Work is underway to develop a Local Plan. This is a key strategy which will define development in the borough of Havant and also confront the challenges of climate change. The Local Plan will address multiple needs - housing, industry, transport, the environment, heritage and more.

Anticipating and fulfilling the needs of the borough, as well as addressing the urgent environmental issue of reducing our carbon footprint, are reliant on a significant volume of existing and original research from a variety of parties. Critically, it also requires feedback from residents and businesses, as it progresses, in order to adapt where possible, to reflect local need and sentiment.

This Local Plan will be integral in ensuring we have the right homes for our residents and that we can meet local need. It will redefine townscapes and help provide a relevant and varied offer, and it will support businesses through ensuring the right facilities are developed to meet local employment need.

We want to hear how you believe our Local Plan – entitled Building a Better Future - should address the key challenges we face. This consultation document sets out the direction we believe the Local Plan will take. We value your thoughts and welcome feedback on the approach taken.

I urge everyone with an interest in the borough to engage with the creation of our Local Plan. Your engagement will help us secure positive and long-lasting changes that best support local communities and businesses, while at the same time address the pressing need to protect and enhance the natural environment.

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# INTRODUCTION

**The Building a Better Future Plan is a key strategy for everyone who lives, works, visits or invests in Havant Borough. It sets out the vision for the Borough's future and how we will collectively meet the challenges ahead. Putting this plan together represents an opportunity to set a fresh direction for how we balance the need to develop and provide the homes and jobs that the Borough needs whilst ensuring the surrounding environment isn't harmed.**

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## THE LOCAL PLAN FOR HAVANT BOROUGH

The Building a Better Future Plan will be the Local Plan for Havant Borough. Local plans are at the heart of the planning system and every local authority in England is required by Government to prepare one. The local plan addresses the needs and opportunities for development in an area setting out how much, what type and where development will take place over at least a 15 year period. It also sets out how development should take place, what infrastructure is required to support development and how harm is avoided.

Once finalised, the local plan will carry great weight in making decisions on planning applications. As a result, anyone who wants to influence decisions on how much development comes forward, where it should take place, and what form it should take should become involved in the preparation of the Building a Better Future Plan.

The Council's Corporate Strategy sets out the importance of the local plan in achieving the Council's overall purpose of enhancing the lives of our residents, businesses and visitors. It is also considered integral to implementing other Council strategies.

The Council's Climate Change and Environment Strategy provides a clear statement of the Council's environmental objectives and identifies priorities that will drive action within the Borough. This includes ensuring that the local plan contains policies which minimise emissions from new development and contributes to a goal of zero net emissions from the Borough by 2050.

Additionally, the Council's Regeneration and Economy Strategy sets out the economic case and opportunities for redevelopment and investment across the Borough. It highlights how the Council will target intervention to have the greatest impact. The Local Plan is key to implementing this strategy, including policies which identify key development sites and highlighting how development schemes should be implemented.





# THE NATIONAL PLANNING SYSTEM

Like every local plan in the country, the Building a Better Future Plan has to be prepared in line with a number of regulations and national policies which cover the process of preparing the plan and required supporting documents. These regulations are more detailed for certain topic areas than others, particularly around the environment.

Whilst a local plan has to be unique and specific for the area it covers, it has to do so in line with a large amount of national rules and regulations. The Government has published the National Planning Policy Framework (NPPF) which sets out key topics that all local plans must cover and key requirements that it has to address.

The most significant and wide reaching is the Government's Standard Method which has to be used to calculate the need for new housing.

This must be the starting point for the local plan's approach to housing development, which is explored in later sections of this discussion document.

Within this discussion document, we've pulled out the key elements of the NPPF, though to get a full picture of how the Building a Better Future Plan will need to fit with Government's requirements, we would recommend that you read through the NPPF yourself.

The Government is proposing reforms to the plan making system through the Levelling Up and Regeneration Bill, which is currently progressing through Parliament. There are a number of reforms which could impact on the preparation of the Building a Better Future Plan. However, under the proposals as currently set out, local plans would remain. As such, the Council intends to continue pushing forward with the preparation of the Building a Better Future Plan whilst the reforms are finalised and will refine the plan at a later stage if necessary.

## BECOMING INVOLVED IN THE BUILDING A BETTER FUTURE PLAN

The Building a Better Future Plan is for everyone and so it is essential that it is informed by as wide a range of views and information as possible. We use a mailing list to make sure that anyone who is interested in the local plan stays up to date with its progress. You can sign up through our website at [www.havant.gov.uk/localplan](http://www.havant.gov.uk/localplan). If you do not have access to email, you can write to us and ask to be sent postal notifications; our address is on the back cover of this consultation document.

The next stage is for the plan to be fully developed before it is consulted on. The plan itself will include a set of policies and development allocations designed to address the issues set out in this discussion document.

## HOW THIS CONSULTATION DOCUMENT IS SET OUT

This document is not a draft of the Building a Better Future Plan; rather it is a discussion paper that explores the key issues. It recommends the approach we think should be taken and sets out questions over how to address the issues.

There are a series of topics that are explored. For each one, the national policies and regulations that apply are set out followed by any local evidence or policies that are in place. The proposed approach for the Building a Better Future Plan is set out with the kinds of policies that we would propose are in the plan. For almost every area, there are some things that limit what we can do and so these are also set out to help you respond to the consultation.

Where we think there is only one reasonable thing to do, we provide a reason why. Before we prepare the Building a Better Future Plan, we would like your views about our recommendations in this discussion paper and several questions.



## A CALL FOR SITES

As part of this consultation we are seeking suggestions of sites which could be used to deliver the Building a Better Future Plan.

Sites will be needed for different kinds of development. Sites are also required for environmental mitigation, for which there is now a flourishing market in South Hampshire.

If you are a landowner or developer who would like to suggest a site, please use our Call for Sites form. It is essential that we have the most up to date information about sites, including timescales for when they may come forward and the necessary mitigation measures that might be needed, particularly where these might be off-site. As such, even if you have sent us information on the site before, please do so again, completing the necessary forms comprehensively.

## HOW DECISIONS ON PLANNING APPLICATIONS WILL BE MADE WHILST THE BUILDING A BETTER FUTURE PLAN IS BEING PREPARED

England has a plan-led planning system, meaning that decisions on planning applications should ideally be made in line with an up-to-date local plan. However, this ideal scenario is not one that is available to Havant at this point in time.

The current local plan was adopted in 2010 and 2014 and so at this point is out-of-date as national policy has changed. This is particularly so for the first part of our current local plan – the Core Strategy – this pre-dates the introduction of the NPPF, which changed the national planning system, particularly the approach to how much development is needed in any one place. In addition, the NPPF does not allow us to prevent development on the basis of prematurity unless very exceptional circumstances are met, which is not the case for the vast majority of planning applications we receive.

Additionally, in the last few years, there has not been enough new homes built in Havant Borough to meet the need by a significant margin. As a result of this, when deciding that a new local plan was needed, the Council also adopted the Housing Delivery Position Statement. This sets out how the Council will work with developers to progress schemes for new housing sites whilst the new plan is being prepared. As fewer homes have been built than are needed, this does mean having to consider housing development, even on sites that are extremely heavily constrained or which have been rejected for development in the past.

This is one reason why the Council is looking to develop the Building a Better Future Plan as quickly as possible, so that decisions can be made with the benefit of an up-to-date local plan. Once the plan is at the next stage of its preparation, it will start to have some weight in making decisions on planning applications.

## HOW DOES THIS CONSULTATION WORK?

Whilst we are still gathering most of the evidence, we feel it is important to gather your views at this stage before the strategy is finalised and detailed policies are written. Your views will help us to draft the plan itself and establish the priority areas for it to address.

There is a series of questions which we would particularly value your views on which are available alongside this discussion document.

Alongside the Building a Better Future Plan will be a number of statutory assessments. These are principally the Sustainability Appraisal and the Habitats Regulations Assessment. We have prepared initial assessments, associated with the ideas explored in this discussion paper and these are available as part of the consultation.

## HOW THE BUILDING A BETTER FUTURE PLAN WILL BE PREPARED

As set out above, there are certain stages in preparing a local plan which need to be followed. There are also supporting assessments which will inform the contents of the plan as well as other evidence base, studies and strategies.

Once the Council finalises the strategy and the policies which support it, further consultation will take place. The plan will then be subject to an examination by an independent planning inspector to ensure that it meets the Government's tests for a local plan.





# VISION AND OBJECTIVES

The Corporate Strategy 2022-2025<sup>1</sup> provides the overall vision for the Building a Better Future Plan, which is to enhance the lives of our residents, businesses and visitors.

**This strategy is to be achieved through six themes which will deliver the Council's priorities:**

<p>An environmentally aware and cleaner borough</p>  <p>Page 34</p>	<p>A safe environment, healthier and more active residents</p> 	<p>A thriving local economy</p> 
<p>A revitalised borough with infrastructure that meets our ambitions</p> 	<p>A responsive and commercial council</p> 	<p>A quality home for all.</p> 

These in turn have informed the Objectives for the Building a Better Future Plan, which follow.

## AN ENVIRONMENTALLY AWARE AND CLEANER BOROUGH

Minimise the climate impact from and on new development including by reducing energy demand through the sustainable location, design and construction of new development.

Focus transport improvements on walking, cycling and public transport rather than the private car and providing easy connections for walking and cycling between people and places.

Move from protecting our natural environment to pursuing a net gain in biodiversity in line with the new Environment Act.

Minimise the impact of development on all types of natural resources.

*Links to: Climate Change; Transport & Communication; Biodiversity Net Gain; Local Nature Designations and Pollution*

## A SAFE ENVIRONMENT, HEALTHIER AND MORE ACTIVE RESIDENTS

Secure high quality development design and layouts that support the wellbeing of all residents, encourage active lifestyles and foster a sense of place and community.

Provide safe, easy access to recreation and leisure facilities, children's play areas and outdoor spaces to support physical and mental health and boost wellbeing.

Make choices about development locations and protection schemes that avoid or minimise the risk of flooding.

*Links to: High Quality Design; Healthy & Safe Communities; Climate Change; Flood Risk; Transport & Communications; Landscape; Heritage; Green Infrastructure; Sport and Recreation*



## A THRIVING LOCAL ECONOMY

Secure business and employment growth in the Borough by identifying appropriate and sufficient employment land which will attract businesses and create new jobs, particularly in the advanced manufacturing and engineering sectors.

Facilitate delivery of the Freeport Tax site at Dunsbury Park including a new skills and innovation centre for Leigh Park.

Protect and enhance the Borough's key existing employment areas.

*Links to: Regeneration; Employment & Economy*



## A REVITALISED BOROUGH WITH INFRASTRUCTURE THAT MEETS OUR AMBITIONS

Ensure that infrastructure delivery is fully considered, and provided alongside new development to deliver safe, healthy and vibrant communities.

Ensure that opportunities for active travel are incorporated into new developments, integrating them into the Borough's existing communities.

Provide a sustainable and vibrant future for the town centres and Hayling seafront, whilst improving residents' quality of life and protecting the Borough's environmental assets and coast.

*Links to: Infrastructure; Transport & Communications; Regeneration; Landscape; Flood Risk; Habitats Regulations and Local Nature Designations*

## A RESPONSIVE AND COMMERCIAL COUNCIL

Take an active role in the development opportunities to deliver sites, in particular regeneration in our town centres and at Hayling Island seafront, setting out where the Council will use tools such as development agreements and compulsory purchase to focus on the delivery of the most sustainable development sites in the Borough.

*Links to: Regeneration; and Retail and Town Centres*



## A QUALITY HOME FOR ALL

Address the need for housing as a basic human right, helping future generations to have the access to an affordable high quality home that has been the case in the past. This will need to be done in a sustainable manner recognising the environmental constraints that exist in Havant Borough, though acknowledging that with a limited number of sites available for development, robust solutions to overcoming site constraints will have to be found.

Maximise development within the urban area, though acknowledging that extensive greenfield development will also be needed to address the need for housing.

Provide a choice of housing which meets the varied needs of residents, including the specific needs of different groups in the community.

*Links to: Housing Delivery; Regeneration; the Use of Land and Densities; Homes for All; Gypsy and Traveller; Healthy and Safe Communities; Habitat Regulations; Local Nature Designations; Landscape and Flood Risk*



# DEVELOPMENT STRATEGY

Building on the objectives in the previous section, the Building a Better Future Plan will set out the local priorities for the use of land to 2040, and possibly beyond. It will become the strategy which guides the quantity, pattern and quality of development during that period.

## HOW MUCH DEVELOPMENT

In preparing the Building a Better Future Plan, the council is committed to doing everything it can to meet the development needs of the borough. It will leave no stone unturned to identify sufficient land for 516 homes per year.<sup>2</sup>

The need for employment land will be assessed, and opportunities for new employment development within and outside of existing employment areas will be highlighted, to create a mixed portfolio of sites to support employment development need.

The Council will work with providers to assess and address the borough's infrastructure needs to support development.

Valued facilities will be protected from loss to other uses, and land may be safeguarded to provide additional or expanded services.

The approach to the natural environment is changing significantly at the national level. As a result, the Building a Better Future Plan will not only look to protect the Borough's biodiversity but achieve a net gain. To achieve this, sufficient land will need to be safeguarded for biodiversity mitigation.

In making the commitment to do everything it can to meet the borough's needs into the future, it is clear from the outset that land in the borough is limited and much of the available land is constrained in its suitability for development. Where development is possible, we must make the very best use of land.



## PATTERN OF DEVELOPMENT

The Building a Better Future Plan will influence the pattern of development in three main ways:

- **Development allocations which earmark sites for development**
- **Safeguarding land, which can be used to protect sites from development or retain them for certain uses such as infrastructure or biodiversity projects in the future**
- **Criteria based policies, which set the council's expectations of new development and allow future planning applications to be assessed for their overall sustainability.**

The preferred place to develop is brownfield land. In particular, the Borough's main town centres of Havant and Waterlooville provide excellent opportunities for extensive brownfield, high density redevelopment. They have the added benefit of shops and facilities being in easy reach for residents without the need to travel by car. Havant in particular also has excellent bus and rail connections to the wider borough and beyond. At the same time more people living in the town centres will help to breathe life back into these areas. Hayling Seafront is a key leisure destination for local people as well as visitors and will see some development to support wider regeneration. The Council will take an active role in driving these projects forward.

Havant is a Borough with a relatively small land area and high development pressure on the areas beyond those that are already built up. The Borough's natural areas and habitats, landscapes and heritage assets are highly valued, and designated areas will be protected from development.

Legal requirements to protect the environment and biodiversity may also require land to be safeguarded specifically for environmental mitigation. There are also substantial areas that are at risk of flooding, now and in the future due to climate change. The strategy will avoid development in those areas except in exceptional circumstances.

Much of the land outside of these designated areas has already been developed and there are few, if any, new sites that are unconstrained by protective designations or other difficulties. Some difficult choices will have to be made, and the Building a Better Future Plan will need to allocate substantial areas of undeveloped land to aim to meet needs. Land allocations for development will have to be made in all parts of the borough. It will require both brownfield and greenfield land, and of a variety of types and sizes. This will include a strategic site of around 2100 homes on the land between Havant and Emsworth, known as Southleigh.

<sup>2</sup> The figure is the current assessment of need based on the national standard method. The overall development target for the Building a Better Future Plan will be determined by the relevant need figure at the time of the submission of the plan, the plan period (at least 15 years from adoption), and further work to assess the borough's ability to accommodate this amount of development.

In selecting suitable development locations beyond the already build up areas, the level of access to services and to sustainable transport options will play a key role. Well connected sites will, all other things being equal, be preferable to those that are less accessible or where residents would be highly reliant on the private car.

Crucially, it will not be possible to continue to build at the low densities seen in the suburban estates of the past. Higher densities will be necessary to make the best use of all land that is developed, be it brownfield or greenfield.

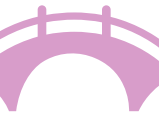
Most sites will have environmental impacts of some kind or another, and change in the character of the area is inevitable. It will not be possible to avoid all negative effects, for example on landscape, or increased pressure on infrastructure. National policy on planning makes this inevitable. It will be the Building a Better Future Plan's role to manage and mitigate these impacts and create the best living environment possible in the context of significant change.

## QUALITY OF DEVELOPMENT

As development is inevitable, it is essential that it meets the Borough's needs, is of sufficient quality and will stand the test of time. The strategy to guide the amount and location of development will be supported by a suite of detailed policies setting out the Council's expectations with regard to development quality. The topic headings in the following section provide further detail.

This consultation looks at the kinds of measures that the Building a Better Future Plan can bring into force in the Borough and seeks your views on where the priorities should be.

# HOW MUCH DEVELOPMENT





# HOUSING

## LEGISLATION AND GOVERNMENT POLICY

The Government has a national target of delivering 300,000 new homes a year. The adopted local plan, which is now out of date, was produced under a different national planning system. This has a housing requirement of 315 new homes per year. The Government's Standard Method for calculating housing need sets out that 516 new homes per year are needed in Havant Borough, although that could rise during the preparation of the Building a Better Future Plan. This shows that a significant step change is needed in the amount of being built in the Borough.

Local plans are required to set out a local housing requirement and then allocate a set of sites to meet that requirement. The NPPF also requires local plans to include a trajectory showing the expected rate of housing delivery over the plan period.

However addressing the need for housing does not begin or end with the preparation of a local plan. Local Planning Authorities are required to monitor, at least annually, the amount of housing coming forward and ensure that at least a five year supply of deliverable housing sites is maintained.



## LOCAL EVIDENCE AND POLICY

The Council monitors and maintains housing delivery figures in order to keep up to date on developments coming forward, completions, starts and outstanding planning permissions.

Other supporting documents analyse the Council's 5 year supply, explain and provide justification over the Council's housing position and also provide action plans for how housing delivery will be boosted in Havant Borough. The Council would support a relief from the requirement for a five year supply while a plan is in preparation, however at this point, it is a Government requirement to provide a five year supply of housing sites at all times.

The documents which set out the current position on housing supply are:

- 5 Year Housing Land Supply Update (November 2021)
- Housing Delivery Position Statement (March 2022)
- Housing Delivery Action Plan (March 2022).

The Council is part of the Partnership for South Hampshire (PfSH).

The partnership has undertaken sub-regional planning work since 2003. A Joint Strategy is currently being prepared which looks at a number of key strategic matters. The Joint Strategy will look at the level of housing supply across the sub-region, whether this meets the need for housing and the options to boost this. The approach to the Joint Strategy is set out in a Statement of Common Ground.<sup>3</sup>

Whilst the Standard Method for calculating housing need is set, unless there are exceptional reasons to calculate the need for housing differently, the housing requirement in the local plan can be different. In particularly constrained local authorities, it would be lower. In these circumstances, the Joint Strategy is key as it will set out how the overall housing need across the sub-region will be met even if some individual authorities cannot meet their own.

Local authorities working together in this collaborative way is required by Government through the 'duty to cooperate'.

<sup>3</sup> <https://www.push.gov.uk/wp-content/uploads/2021/10/Item-11-Statement-of-Common-Ground-Revisions-and-Update.pdf>





## THE PROPOSED APPROACH

The Building a Better Future Plan is required to address the Borough's housing need of 516 homes a year. This means that the plan must identify all possible available land that could contribute towards Havant's objectively assessed need (OAN) and propose potential future housing allocations in the Borough. If the Borough cannot achieve its housing need then the Council must present a strong justification as to why this is and demonstrate everything that has been done to try and achieve it.

The council is therefore engaging in a new call for sites as part of this consultation to actively engage with local landowners and site promoters. We are also asking other stakeholders for suggestions of sites that could be brought forward. We will engage with the landowners of any suggested sites that are feasible and suitable for development to find out if they are available.

Of the sites that come forward the council will prioritise brownfield sites for development, but with such a high housing need to be met, all available and suitable greenfield sites will be needed. The council also proposes to review its approach to housing density, to ensure that potential development sites are achieving the appropriate numbers and make an effective use of land. A later section in this consultation document sets this out in more detail.

Achieving such a step change in housing supply will necessitate bringing forward larger, more complex sites, in particular Southleigh, Havant Town Centre and Waterlooville Town Centre. These sites require a great deal of up-front analysis of infrastructure requirements and land assembly, which take time. Additionally, the increase in the rate of housing delivery needed is substantial and a step change like that cannot happen overnight. As such, the Council is exploring a 'stepped trajectory' where a different housing requirement is used for different years in the plan. It would likely need to be set at a lower rate in the early part of the plan period, and increase once the larger, complex sites are brought forward.

The Government requires 516 new homes per year as a starting point, but having regard to the extent of housing need that exists alongside environmental constraints, it is unlikely that the Borough will be able to address its housing need in full over the plan period. This will mean working with our neighbouring authorities to ask whether they are able to plan for additional homes over their own need. The Council will continue to discuss this with neighbouring and nearby local authorities. This will primarily be through the preparation of the PfSH Joint Strategy, though individual discussions will be needed as well, particularly with Chichester District Council who are not a member of PfSH.

## PROPOSED POLICIES

- A policy setting out the overall housing requirement of the Building a Better Future Plan, with the requirement per year starting at a lower rate and then stepping up delivery once larger, more complex sites are brought forward.
- A suite of allocation policies to meet the plan's housing requirement.

## LIMITATIONS TO NOTE

Government requires all Local Planning Authorities (LPAs) to address the area's need for housing based on the standard method. Due to population growth and the affordability of new housing in Havant the need figure for the Borough is 516 dwellings per year. To accommodate this the loss of some valued sites is necessary, and every area of the Borough will need to play its part.

Havant Borough Council is a small, built-up borough positioned within an environmentally sensitive region between the coast and South Downs National Park. Furthermore, the Borough has many protected designations and environmentally sensitive areas within it. Due to this not all land is readily available or suitable to be built on which is a significant barrier to achieving an ever-increasing housing need.

Consideration shall always be given to how development takes place, not only whether it takes place and the environmental constraints affecting the Borough have to be acknowledged. Most of the housing sites in the Borough are challenging to deliver and are on both brownfield and greenfield land.



# ECONOMY AND EMPLOYMENT

## LEGISLATION AND GOVERNMENT POLICY

National planning policy expects local plans to set out a clear economic vision and strategy which positively and proactively encourages sustainable economic growth. Local plans should help create the conditions in which businesses can invest, expand and adapt.

Significant weight should be placed on the need to support economic growth and productivity taking into account both local business needs and wider opportunities for development. Each area should build on its strengths, counter any weaknesses and address future challenges.

## LOCAL EVIDENCE AND POLICY

A great deal of local research and policy already exists, which the Building a Better Future Plan will build on and implement. In particular, the plan will support the delivery of the Local Enterprise Partnership's Solent 2050: An Economic Strategy for the Solent as well as the Council's Regeneration and Economy Strategy.

There are just under 41,000<sup>4</sup> people employed in Havant Borough, with a large proportion employed in manufacturing, engineering and construction (full-time employees), as well as retail and education (part-time employees). There are also a large number of micro-sized Enterprises (those with under 10 employees)<sup>5</sup> in the Borough. These kinds of companies often rely on older, cheaper premises in the Borough's existing employment areas. Whilst unemployment rose during 2020 due to the impact of the pandemic, this has since fallen to 3.5% as at December 2021<sup>6</sup> showing there are signs of recovery.

The PfSH Economic, Employment and Commercial Needs Study identifies a need for 38,000 sq. m of office space and 36,500 sq. m of industrial space to be delivered by 2040<sup>7</sup>. Whilst we don't yet know the impact of pandemic will have had on these forecasts, the Building a Better Future Plan will need to consider whether increased homeworking in a post pandemic world will mean there is a reduced demand for office stock. The strength of any economic recovery will also have a bearing on how many 'big box' warehouses are required if the rise in online sales continues, and how many people return to the high street for their shopping needs. All of these factors will determine how much, where and the type of employment land that is needed depending on which sectors of the economy are expected to grow.

<sup>4</sup> ONS Business Register and Employment Survey, 2020

<sup>5</sup> ONS UK Business Counts, 2021

<sup>6</sup> ONS, Labour market in the regions of the UK, July 2022

<sup>7</sup> <https://www.push.gov.uk/work/publications/research-reports/>

## THE PROPOSED APPROACH

The Borough has a number of employment areas with older stock which offer affordable accommodation to occupiers, but may no longer suit the modern day working practices. As such, the Building a Better Future Plan will need to consider which employment sites are no longer needed and so should be lost proactively to other uses.

The mixed-use redevelopment at the former Colt site on New Lane is one such example where the Council has released part of an older employment area for housing. Where undeveloped sites have been proposed for business and industrial uses, these will need to be carefully assessed to ensure they best meet the needs of the area.

The Solent Freeport includes the Dunsbury Park site, which is one of Havant's strategic employment sites and provides an exciting opportunity to create jobs and investment for the local area. The site already has planning permission for around 62,000 sq m of employment floorspace with potential expansion to the north. In particular, an innovation, educational and skills centre is proposed which will support skills and employment opportunities for Leigh Park. The Employment Land Review Update (May 2021)<sup>8</sup> indicated that the site should be removed from the Borough's employment land supply. This is because a successful tax site will be expected to stimulate additional demand. Other employment allocations will therefore be needed in order to meet the Borough's needs.

<sup>8</sup> <https://cdn.havant.gov.uk/public/documents/EB54a%20Employment%20Land%20Review%20Update.pdf>

## PROPOSED POLICIES

- New employment requirement to set out the quantity and mix of new employment floorspace which is needed in the borough.
- Protection of existing employment sites, setting out which sites should be protected and under what circumstances employment sites could be developed for other uses, including housing.
- Dunsbury Park freeport strategic site allocation
- Other site allocations for new employment floorspace
- Allocations for housing where this is the best use of the land, including requirements to address the legacy of its employment use such as contamination.



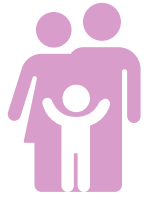


## LIMITATIONS TO NOTE

The Building a Better Future Plan will need to review the position on supply and whether existing employment sites could be used for other uses such as housing. In the case of a planning appeal in Purbrook in 2016, planning permission was granted for housing because there was plenty of vacant commercial property in the Borough at the time.



# PATTERN OF DEVELOPMENT





# REGENERATION

## LEGISLATION AND GOVERNMENT POLICY

The NPPF highlights that local plans and decisions should:

- support the role that town centres play at the heart of local communities, by taking a positive approach to their growth, management and adaptation
- optimise the density of development in town centres and other locations that are well served by public transport
- support development that makes efficient use of land while securing well-designed, attractive and healthy places.

## LOCAL EVIDENCE AND POLICY

The Havant Borough Regeneration and Economy Strategy 2022–2036<sup>9</sup> identifies four spatial priority areas: Havant Town Centre, Waterlooville Town Centre, Leigh Park and Hayling Seafront, with the associated objectives:

- Transform Havant Town Centre into a thriving place to live, work and invest. This is a critical employment hub for the borough (15% of Havant's total workforce works in this area<sup>10</sup>) and it has good connections to major transport networks but suffers from a lack of diversity in usage and footfall levels have not recovered to pre-pandemic levels.

- Create an exciting and modern seafront at Hayling Island, supported by a strong brand, which increases the quality of the visitor experience and opportunities for visitor spend. The borough lags behind local comparisons for tourism visits, night stays and spend, attracting a fraction of tourist expenditure compared to neighbouring authority areas<sup>11</sup>.
- Address inequalities by tackling the economic and social challenges facing Leigh Park. This area includes communities amongst the 10% most deprived areas in the country<sup>12</sup> and high unemployment, with Leigh Park wards registering the highest claimant counts in Hampshire<sup>13</sup>.
- Regenerate Waterlooville into a vibrant and inclusive town centre. This town centre serves a densely populated area and is home to the borough's highest concentration of businesses<sup>14</sup>, but suffers from high vacancy rates and a limited sense of character.



## THE PROPOSED APPROACH

The Building a Better Future Plan will highlight the four spatial priority areas as the focus for regeneration in the Borough. All of the regeneration areas offer an excellent opportunity for development alongside improved services, facilities and public realm. The town centres, in particular Havant, provide a clear opportunity for higher density sustainable living.

A high-level delivery plan for Havant Town Centre has already been put together and an Ambition Framework for Hayling Island Seafront<sup>15</sup> has been consulted on. Waterlooville and Leigh Park Regeneration Plans will be developed.

Hayling Island Seafront is a key asset for the borough and the Building a Better Future Plan will support improvements to the seafront which provide opportunities for sustainable tourism and promote active lifestyles.

The Council, through the Building a Better Future Plan and its investment activities, will promote infrastructure that supports a strong economy and connected communities, including through Havant Town Centre active travel packages including Town Centre and Warblington footbridges and improvements to the Hayling Billy Trail.

<sup>9</sup> <https://cdn.havant.gov.uk/public/documents/Regeneration%20and%20economy%20strategy%202022-36.pdf>

<sup>10</sup> ONS Business Register and Employment Survey, 2020

<sup>11</sup> Visit Britain GB Tourism Survey, 2019

<sup>12</sup> Indices of Multiple Deprivation, 2019

<sup>13</sup> ONS Claimant Count, May 2022

<sup>14</sup> ONS UK Business Counts, 2021

<sup>15</sup> <https://www.havant.gov.uk/ambition-hayling-island-seafront>

## PROPOSED POLICIES

- A strategic policy for each key regeneration area.
- Site allocations for mixed use redevelopments including significant residential development in the town centres, which have good access to shops, services and facilities; Key opportunity areas in Havant Town Centre are suggested at the Plaza campus; Bulbeck Road car park; the Meridian Centre and Market Parade.
- Site allocations flowing from work on the Waterlooville and Leigh Park Regeneration Strategies.
- Site allocations for mixed use redevelopments on Hayling Island Seafront, to support investment in the wider area.
- Site allocation in support of the Dunsbury Freeport (see also Employment & Economy).

## LIMITATIONS TO NOTE

Development sites in town centres are more complex to bring forward, are less likely to be economically profitable and are likely to require greater intervention from public bodies. The market tends to favour simpler greenfield or single site brownfield development. The evidence base for the Building a Better Future Plan will need to demonstrate how such development will be achieved in practice.

Regeneration sites on Hayling Seafront are at risk of flooding from the sea. This will need to be addressed to allow development to come forward.



# LAND AND DENSITIES

## LEGISLATION AND GOVERNMENT POLICY

The NPPF requires development proposals to make efficient use of the land. This includes:

- Identifying the need for different types of housing and other forms of development and the availability of land to accommodate it.
- Local market conditions and viability.
- The availability and capacity of infrastructure.
- The desirability of maintaining an area's prevailing character.
- Securing well designed, attractive and healthy places.

Where there is an existing or anticipated shortage of land for meeting identified housing needs, it is especially important that planning policies and decisions avoid homes being built at low densities and ensure that developments make optimal use of the potential of each site.

Given that there is a shortage of land for meeting identified housing needs, national planning policy expects that plans should contain policies to optimise the use of land. This should include the use of minimum density standards for town centres and other locations that are well served by public transport. Minimum density standards should be considered for other parts of the plan area. It may be appropriate to set out a range of densities that reflect the accessibility and potential of different areas, rather than one broad density range.

The National Design Guide states, 'Well-designed new development makes efficient use of land with an amount and mix of development and open space that optimises density.'



## LOCAL EVIDENCE AND POLICY

The Council recognises that it is appropriate to identify a range of densities that reflect the accessibility and potential of different areas, specifically including and close to:

- Havant Town Centre
- Waterlooville Town Centre
- Leigh Park district centre
- Emsworth district centre

These parts of the Borough are both well served by public transport and have good access to shops and services. The Council's Housing Density Analysis<sup>16</sup> identifies opportunity areas for high density residential development relative to accessibility to services, and access to public transport provision.

## THE PROPOSED APPROACH

There is a high need for housing and a limited number of sites in the Borough, either greenfield or brownfield. As such, the density of development sites in the future needs to be a step change higher than it has been in the past across the board. In the areas set out that are close to public transport, shops and services, there is a particularly good opportunity to provide even higher density development.

Nonetheless, high density development does not mean poor design. It is perfectly possible to design schemes to a high quality whilst also achieving a high density. In town centres, this can mean the use of tall buildings, freeing up space around them for landscaping and public spaces. In suburban housing developments, this can be through minor design elements which add visual interest within development schemes. Nonetheless, whilst the approach in the plan should be of higher densities, there will be instances where this is not appropriate due to the specific constraints on a site.

Development proposals should not prevent future access to potential development sites or prejudice the delivery of future infrastructure schemes. Development will not be granted planning permission if it prejudices the potential for the satisfactory development of a larger area.

Brownfield sites in particular offer the opportunity to make particularly efficient use of the land as they have been previously developed and are a priority for any development which comes forward.

The Building a Better Future Plan will expect minimum densities of 40 dwellings per hectare across the Borough with much higher densities of at least 55dph close to town centres and 70dph in the town centres themselves. Any proposal that appears to have an artificially lowered density in order to avoid the affordable housing requirement may be refused planning permission.

<sup>16</sup> <https://cdn.havant.gov.uk/public/documents/Residential%20Density%20Evidence%20Paper.pdf>

## PROPOSED POLICIES

- A policy on housing density will allow the Council to influence which areas of the Borough can accommodate higher densities based on the density analysis and national guidance. The policy shall also contain the context around appropriate densities and the potential limitations when it comes to applying these.

## LIMITATIONS TO NOTE

Government advises that LPAs should refuse applications which they consider fail to make efficient use of land, taking into account the policies in the NPPF.

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## RETAIL & TOWN CENTRES

### LEGISLATION AND GOVERNMENT POLICY

The NPPF highlights that planning policies and decisions should support the role that town centres play at the heart of local communities, by taking a positive approach to their growth, management and adaptation. Local plans should:

- define a network and hierarchy of town centres and promote their long-term vitality and viability – by allowing them to grow and diversify in a way that can respond to rapid changes in the retail and leisure industries, allows a suitable mix of uses (including housing) and reflects their distinctive characters;
- define the extent of town centres and primary shopping areas, and make clear the range of uses permitted in such locations, as part of a positive strategy for the future of each centre;
- retain and enhance existing markets and, where appropriate, re-introduce or create new ones;
- allocate a range of suitable sites in town centres to meet the scale and type of development likely to be needed for retail, leisure, office and other main town centre;
- recognise that residential development often plays an important role in ensuring the vitality of centres and encourage residential development on appropriate sites.

### LOCAL EVIDENCE AND POLICY

Havant Borough Regeneration and Economy Strategy 2022–2036<sup>17</sup> identifies four spatial priority areas for regeneration, including Havant Town Centre and Waterlooville Town Centre (see also Regeneration).

An update to the Council's town centres evidence base prepared for a previous Local Plan will be required to inform detailed town centre policies, in particular to bring up to date information on current land uses, vacancy levels, as well as floor space needs for retail and office uses. However, it is clear that many of the issues and priorities identified previously remain the same:

- The role of town centres has changed and continues to evolve, with town centres having less of a retail function than they used to. This brings with it a need for a flexible approach to the land use mix in town centres, to support vitality and viability, while retaining a core shopping area and function
- Some town centres will need more intervention than others to secure their future (see also Regeneration)
- There is a need to review the extent of defined town centres – they may need to be more tightly drawn to reflect the changing role of those centres and the loss of town centre uses in peripheral areas over past years, such as East Street in Havant).

<sup>17</sup> <https://cdn.havant.gov.uk/public/documents/Regeneration%20and%20economy%20strategy%202022-36.pdf>

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Fast food outlets have been mapped across Hampshire and the Isle of Wight. This has shown a higher concentration of takeaways and fast-food outlets in Havant town centre and Waterlooville<sup>18</sup>, with obesity a key concern with prevalence in the borough above both regional and national levels<sup>19</sup>. Havant also has one of the highest levels of gambling premises in Hampshire (144 gambling premises are currently registered with Havant Borough Council<sup>20</sup>), and most of these premises are in the town centres of Havant, Waterlooville and on Hayling Island.

## THE PROPOSED APPROACH

The Building a Better Future Plan will set out a hierarchy of centres:

- **Town Centres:** Havant and Waterlooville, supporting larger format retail and leisure, as well as small to mid-scale town centre uses and high-density residential development
- **District Centres:** Cowplain, Leigh Park, Mengham and Emsworth, supporting small to mid-scale retail, small scale financial and professional services, cafés, and restaurants
- **Local Centres across the Borough:** Small scale shops, professional services, cafés and restaurants to meet the day-to-day top-up needs of the surround population

<sup>18</sup> Public Health England, Density of fast food outlets in England, 2018

<sup>19</sup> Public Health England, Obesity Profile, 2019/20

<sup>20</sup> Gambling Commission, Full premises register, July 2022

It is proposed that the Plan will be flexible about the types of uses it supports in town centre, in acknowledgement of the fact that their role is no longer focussed on retail, but is as much about services, entertainment and places to live. Residential will be an essential part of the mix, in particular in Havant Town Centre (see Regeneration), where high density sustainable living can be achieved close to services and excellent transport links.

In addition, it is proposed that outside of designated town centres, for stores up to 280 square metres of sales area, the sequential test set out in the NPPF would not apply. This would allow shops and other Class E uses up to the floorspace limit of the Sunday trading laws. This provides for small-scale top up shops and smaller employment premises, expanding the availability of these facilities within the Borough's communities.

Food, drink and entertainment uses can contribute to the vitality and viability of an area, while supporting the evening economy. However, such uses can also create environmental and health problems through noise, litter, fumes and odour. Takeaways and gambling venues can also negatively impact on the physical and mental health of residents by encouraging unhealthy eating and problem gambling. The council therefore considers it important that the design and concentration of such uses is controlled to protect residential amenity and health.

## PROPOSED POLICIES

Mapping within the Building a Better Future Plan to define the extent of town centres and primary shopping areas. Policies will make clear the future vision for each centre and the range of uses supported there.

A policy setting out that the NPPF's sequential test will be required for Class E facilities with a sales area of more than 280 square metres.

A policy setting out the criteria under which the Council would accept the loss of shops and other community infrastructure to other uses, such as residential, outside of town centres.

## LIMITATIONS TO NOTE

The Building a Better Future Plan cannot stem the tide of consumers move to shopping online, though it can support formats unlikely to compete in the online marketplace, such as smaller units for local and independent shops. In addition, services that cannot be accessed online can be increasingly encouraged to town centres.

In 2020, the Government introduced a new use class 'E', which covers many of the uses commonly found in town centres, including shops, banks, building societies and estate agents, cafés and restaurants, indoor sport and fitness, and offices<sup>21</sup>. The creation of this comprehensive use class limits the ability of the Council to support or prevent certain uses, as planning permission is not required to change use within a class. For example, all shops may now change to restaurants without the need for planning permission. In addition, there are some nationally permitted development rights for these uses to change to residential.

<sup>21</sup> <https://www.planningportal.co.uk/permission/common-projects/change-of-use/use-classes>



## LEGISLATION AND GOVERNMENT POLICY

Inappropriate development in areas at risk of flooding should be avoided. Where development is necessary in such areas, it should be made safe for its lifetime without increasing flood risk elsewhere. Therefore, all plans should apply a sequential, risk-based approach to the location of development – taking into account all sources of flood risk and the current and future impacts of climate change – so as to avoid, where possible, flood risk to people and property.

Strategic policies should set out an overall strategy for the pattern, scale and design quality of places, and make sufficient provision for infrastructure for wastewater and flood risk and coastal change management.

Major developments should incorporate sustainable drainage systems unless there is clear evidence that this would be inappropriate.

Plans should identify as a Coastal Change Management Area any area likely to be affected by physical changes to the coast and be clear as to what development will be appropriate in such areas and in what circumstances.

Detailed national guidance has been published to guide various tools used in assessing flood risk in new development, such as Flood Risk Assessments (strategic and site specific), the sequential and exception tests and flood risk vulnerability classifications

## LOCAL EVIDENCE

Havant Borough has an extensive coastline and as such, the impact of climate change is a significant issue for the borough, as it brings with it an increased risk of tidal flooding; surface water and fluvial flooding events are also likely to increase. The Council, through PfSH, is updating the Strategic Flood Risk Assessment (SFRA)<sup>22</sup> for the Borough, to determine the extent of future risk.

The Council has a strong record of flood risk management, particularly in the planning for tidal flood risk. Current schemes<sup>23</sup> include the Langstone Coastal Defence Scheme, protecting properties and infrastructure on the approach to Hayling Island. A Coastal Management Strategy to 2120 for Hayling Island<sup>24</sup> is also under preparation and is being consulted on alongside this consultation. A strategy for the mainland is already in place<sup>25</sup>.

Flood risk avoidance, mitigation and management for all sources is a key issue, and a constraint on development at the strategic level and in new developments.

<sup>22</sup> <https://www.push.gov.uk/work/planning-and-infrastructure/green-infrastructure-flooding-water-management/>

<sup>23</sup> <https://coastalpartners.org.uk/authority/havant/>

<sup>24</sup> <https://coastalpartners.org.uk/project/hayling-island-coastal-management-strategy-2120/>

<sup>25</sup> <https://coastalpartners.org.uk/project/portchester-castle-to-emsworth-strategy/>

## THE PROPOSED APPROACH

Overall, the Building a Better Future Plan through its development strategy and development management policies will seek to manage flood risk from all sources. In doing so, it will consider both the present-day situation, as well as climate change scenarios.

The Council will take into account flood risk and coastal change now and in the future when deciding which sites to allocate for development through the Building a Better Future Plan, and will avoid inappropriate development in areas at risk of flooding and coastal change.

The Plan will actively support investment in coastal defence, drainage and wastewater infrastructure.

Development Management policies will support applications for development which avoid areas at risk of flooding and coastal change now and in the future. Policies will set out what is expected of developers in terms of addressing any flood risk and drainage issues on their site and demonstrating that development is safe for its lifetime without increasing flood risk elsewhere.

## PROPOSED POLICIES:

- A strategic policy setting out the key infrastructure requirements over the plan period, including for coastal defences, flood alleviation schemes and drainage
- Site allocations which avoid inappropriate development in areas at risk of flooding and coastal change

- A development management policy on avoiding and managing flood risk in New Development
- A development management policy setting out expectations regarding effective drainage provision, including Sustainable Drainage
- Mapping to define Coastal Change Management Areas, and an associated policy explaining what development is and isn't appropriate in these areas

## LIMITATIONS

National policy expects development in areas at risk to be avoided.

Flood risk from multiple sources will increase with climate change. If avoiding risk is not possible, development must be made safe for its lifetime.

The Building a Better Future Plan is required to be compliant with national policy on flood risk in the NPPF. This is detailed in terms of how to assess sites at risk of flooding. Therefore, the identified policies need to be in the Building a Better Future Plan in order to be found sound. There are no realistic alternatives to this approach.

# GYPSIES, TRAVELLERS AND TRAVELLING SHOWPEOPLE

## LEGISLATION AND GOVERNMENT POLICY

Government's overarching aim is to ensure fair and equal treatment for travellers, in a way that facilitates their traditional and nomadic way of life while respecting the interests of the settled community. It expects local planning authorities (LPAs) to make their own assessment of need for the purposes of planning and that LPAs work collaboratively to meet the needs of the travelling community.

## LOCAL EVIDENCE AND POLICY

The Council jointly commissioned a Gypsy, Traveller and Travelling Showpeople Accommodation Assessment (GTAA) (May 2017) with six other local authorities in Hampshire. The GTAA identified the level of need for sites in these local planning authority areas, including the need for one additional Gypsy and Traveller pitch in Havant Borough.

A single pitch along Long Copse Lane in Emsworth was subsequently granted planning permission in 2018 thereby meeting this requirement. Planning permission was recently granted through appeal for a second pitch at the same site.

Havant Borough Council plans to update the GTAA in order to ensure there is an up-to-date assessment of travellers needs in Havant Borough.

## THE PROPOSED APPROACH

To safeguard the existing gypsy and traveller provision at Long Copse Lane in Emsworth.

To assess whether there is a need to identify further provision for travellers in Havant Borough.

## PROPOSED POLICIES

- A specific gypsy and traveller policy in the Building a Better Future Plan will safeguard the existing site and provide guidance for how any other planning applications for such accommodation would be assessed.

## LIMITATIONS TO NOTE

Havant Borough Council is required by law to provide and safeguard existing sites for Gypsies, Travellers and Travelling Showpeople for current and future need. Residents should be able to access education, health and community facilities in the same way that the settled community can.

The approach which the Building a Better Future Plan will set out is separate to the approach the Council will take when unauthorised encampments take place. This is where people and/or vehicles enter land, often public parks and open spaces, without the permission of the landowner, which is often the Council. There is more detail about the Council's approach to this on our website at <https://www.havant.gov.uk/unauthorised-encampments-faqs>.

# QUALITY OF DEVELOPMENT





# CLIMATE CHANGE

## LEGISLATION AND GOVERNMENT POLICY

The NPPF seeks to 'protect and enhance our natural, built and historic environment; including making effective use of land, improving biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy'.

The Climate Change Act 2008 requires the country's net carbon emissions to be at least 100% lower than the 1990 baseline by 2050. To achieve this the act sets out carbon budget targets which must be achieved per budgetary period.

In order to achieve this there has to be radical reductions in greenhouse gas emissions, reuse of existing resources, including the conversion of existing buildings, and new renewable and low carbon energy and associated infrastructure.

Major building regulation changes apply from June 2022, one of which is that new homes in England will have to produce around 30% less carbon emissions, and new non-residential buildings such as offices and shops will have to cut emissions by 27%.

National policy requires that new development should avoid any increased vulnerability to the range of impacts from climate change through managing risks through suitable adaptation measures. This includes through the planning of green infrastructure which will reduce greenhouse gases.

New development should also help increase the use of supply of renewable and low carbon energy and heat through positive planning including a positive strategy for energy from these sources that maximise the potential for suitable development. Local authorities should consider identifying suitable areas for renewable and low carbon energy sources and identify opportunities for development to draw its energy from decentralised, renewable or low carbon energy supply systems.



## LOCAL EVIDENCE AND POLICY

Hampshire County Council has produced its Climate Change Strategy 2020-2050<sup>26</sup>. The paper outlines two targets to be achieved:

- To be carbon neutral by 2050 and,
- To build resilience to the impacts of a two degree Celsius rise in temperature.

The strategy explains that this approach will involve a broad range of measures and a step change in lifestyle. It will include embracing new technologies, building new sustainable homes, reducing energy, water and waste and using local and sustainable energies, just to name a few.

Havant Borough Council has also produced the Havant Borough Climate and Environment Strategy<sup>27</sup> which sets out the targets to achieve as a Borough. It highlights the importance of achieving zero net carbon particularly by looking at development, industry and community. Alongside this protecting and enhancing green spaces is a key objective to achieve this. Key priorities for the implementation of this strategy have recently been agreed, including the inclusion of robust policies in the local plan together with increased collaboration with Hampshire County Council to encourage a switch to sustainable modes of travel.

<sup>26</sup> <https://www.hants.gov.uk/landplanningandenvironment/environment/climatechange/whatarewedoing/climatechangestrategy>

<sup>27</sup> <https://www.havant.gov.uk/climate-change-and-environment>

## THE PROPOSED APPROACH

By reducing greenhouse gas emissions and water use the impacts of development on climate change can be lessened in the future. Given the significant amount of housing and commercial development over the lifetime of the Plan, it is critical that development is planned and designed considering its full environmental footprint.

By designing and constructing buildings using low carbon design principles, developments can not only reduce energy consumption, overheating and the Borough's carbon footprint, but also lower the overall costs of running the building for occupants and mitigate the need for costly retrofits later.





### The plan can support this by:

- Identifying design and energy saving measures
- Review and encourage the integration of green infrastructure in new development
- Encourage tree planting
- Requiring charging points for electric vehicles and the accessibility of these
- Reviewing heating and ventilation proposals for new dwellings/development
- Provide guidance on renewable and low-carbon energy solutions for reduced reliance on fossil fuels and finite energy sources.
- Assess solutions to water efficiency and shortages.
- Review the materials and methods used in construction.
- Providing an Supplementary Planning Document/ supporting document to aid the assessment of planning applications and provide guidance to the above and consistency.



Residential developments will be expected to make a substantive contribution to addressing climate change.

This could be through including efficiency measures and provide low or zero carbon energy. Additionally, reusing existing buildings as construction materials wherever possible, integrating solar gain, natural ventilation or ventilation with heat recovery and low carbon energy are all areas that could be promoted in the Building a Better Future Plan.

## PROPOSED POLICIES

- A policy for low carbon design/ zero net carbon in new housing development would be recommended to outline what developments need to be achieving to reduce this impact and provide more sustainable and green development.
- Having a policy around sustainable construction will inform and direct what design and materials etc should be used in development.
- A drainage and waste policy will help ensure the removal and disposal of development waste is done as sustainably as possible.
- Having a policy to encourage the installation of EV charging points in all new developments would contribute directly to improving accessibility of this source.
- Existing trees, hedgerows and woodland need to be protected and enhanced alongside new developments providing new trees and planting and increased green infrastructure.
- A policy protecting all existing green infrastructure and requiring new green infrastructure as part of new development schemes would ensure the Borough is retaining and growing its supply of green space.

## LIMITATIONS TO NOTE

The council has a target for the Borough to be zero net carbon by 2050 and as such, Havant Borough Council will have to critically review and assess its approach to design, construction and green infrastructure to ensure all new developments coming forward are working to reduce their carbon output.

The Council will also need to ensure that any standards above building regulations do not make development unviable and these will therefore be tested through the whole plan viability appraisal. This will have to be balanced against other priorities in the plan, including affordable housing and infrastructure provision. This is explained in more detail later in this discussion document and is a key area where we are looking for your views.





# THE NATURAL ENVIRONMENT

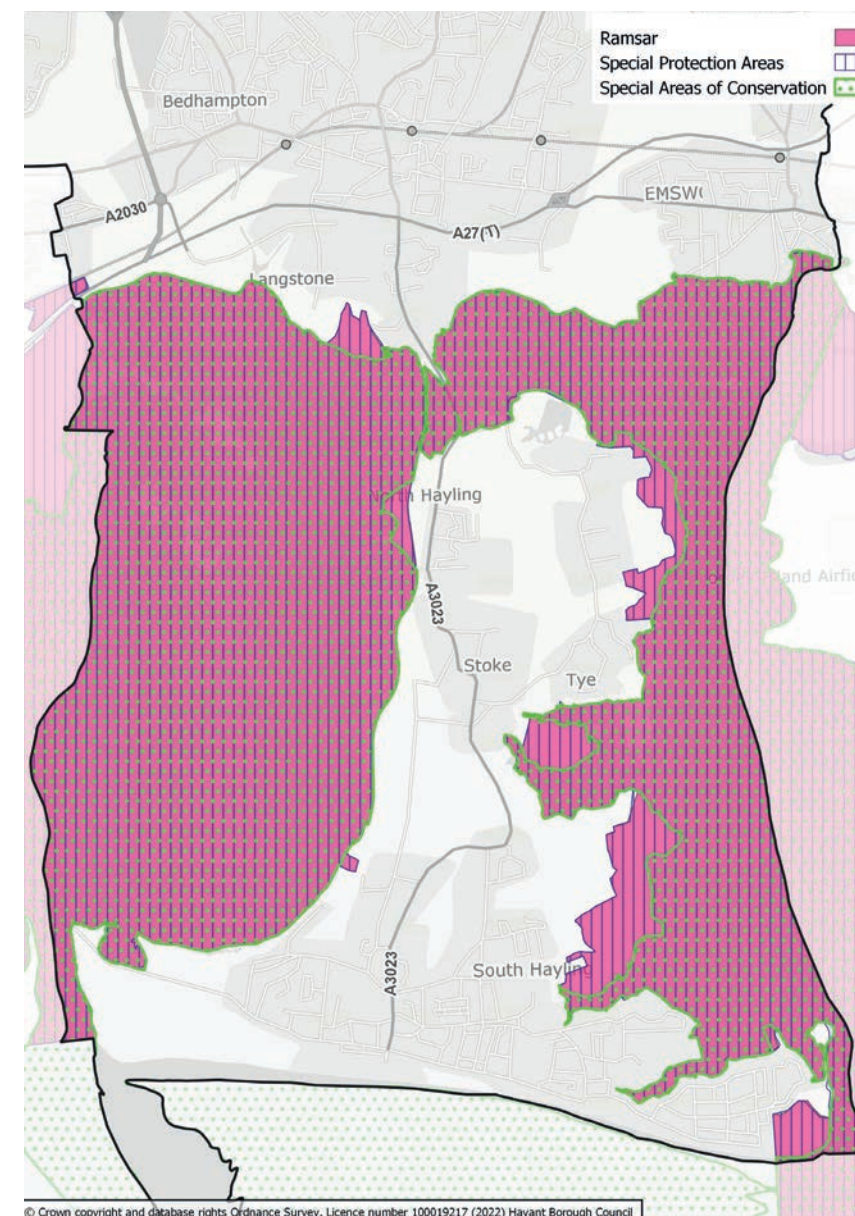
## LEGISLATION AND GOVERNMENT POLICY

The Council is legally required to ensure that any land use plans are compliant with the Conservation of Habitats and Species Regulations 2017 (as amended).

New development therefore needs to comply with the Habitats Regulations and must ensure there is no likely significant effect on the internationally designated sites. The Council has a number of internationally designated sites, these include Special Area of Conservation Sites (SAC), Special Protection Areas (SPA), and Ramsar sites these can be seen below:

A number of environmental issues have been identified which planning applications and local plans within Havant Borough need to address in order to be compliant with the Habitat Regulations. These include:

- Disturbance from recreation
- Solent Wader and Brent Goose Sites
- Protected Species
- Water Quality



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## LOCAL EVIDENCE AND POLICY

There are a number of locally led strategies to deal with the environmental issues within the Borough.

### Solent Recreation and Mitigation Strategy<sup>28</sup> (SRMS)

The Solent is home to a number of bird species during the winter and three SPAs have been designated specifically for those species. New housing leads to more people visiting the coast for recreational purposes, and this additional disturbance has an effect on the birds unless mitigation measures are put in place.

The SRMS was approved by Havant Borough Council and has been implemented since 1st April 2018 through Bird Aware Solent. The SRMS sets out planned mitigation measures which new residential dwellings within 5.6km from the SPAs<sup>29</sup> need to contribute towards to offset any significant impact in perpetuity in line with the Habitats Regulations. Developer contributions are collected by the Council to fund the work set out in the strategy by Bird Aware Solent.

### Solent Waders and Brent Goose Strategy<sup>30</sup>

This strategy aims to protect the network of non-designated terrestrial wader and brent goose sites that support the SPA in the Borough and protect them from land take and recreational pressure associated with new development. The terrestrial sites are located on land that falls outside the SPA boundaries.

However, this land is frequently used by SPA species and supports the functionality and integrity of the designated sites for these features. Therefore, the terrestrial sites identified through the strategy will contribute to the achievements of the SPAs conservation objectives. The strategy provides guidance for developers if new development is proposed on one of these sites.

<sup>28</sup> <https://birdaware.org/solent/about-us/our-strategy/>

The strategy outlines the mitigation and off-setting requirements to inform assessment of plans and projects made under the Habitats Regulations. The kind of mitigation and off-setting required for a site is dependent on its importance to the SPA network.

### Protected Species

There is a great deal of pressure on plants and animal species from the impacts of population increase and new development. There are specific protected species within the Borough which are afforded legal protection, and it is an offence to harm or disturb these species or their habitats.

Legally protected species are a material consideration in the planning system. The potential impacts on them must be assessed and appropriate avoidance and mitigation measures must be provided where impacts are identified.

### Water Quality

New development necessitates the provision of connections to the foul water drainage network and can increase surface water run-off. This could increase the amount of nutrients entering internationally designated sites. New housing and proposals which cause a net increase in overnight accommodation need to prevent any increase of nutrients into the designated sites. This is necessary in order for them to be nutrient neutral as they would otherwise lead to a likely significant impact on the designated sites.

The Position Statement and Mitigation Plan for Nutrient Neutral Development<sup>31</sup> sets out how development calculates its likely significant effect in the designated sites in relation to water quality and how such impacts can be mitigated in order to meet the tests of the Habitats Regulations.

<sup>29</sup> This covers all of the Borough except a very small section in the north

<sup>30</sup> <https://solentwbgs.wordpress.com/page-2/>

<sup>31</sup> <https://www.havant.gov.uk/nutrient-neutrality-what-developers-need-know>



## THE PROPOSED APPROACH

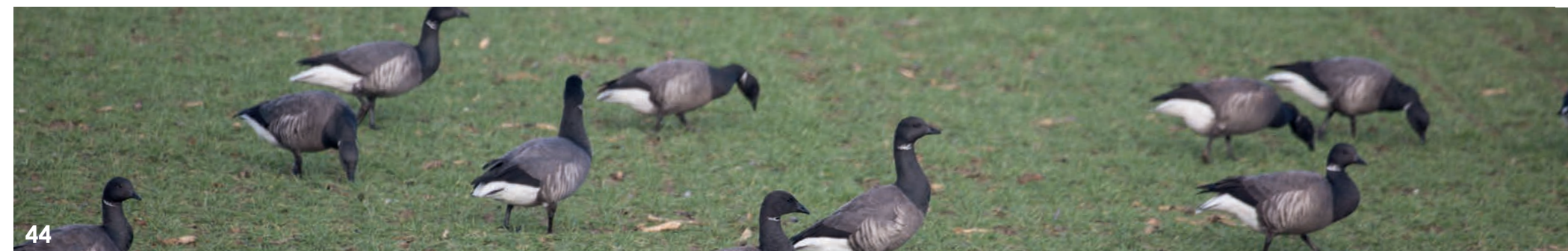
The Council's proposed approach will be for each of these environmental issues to have their own standalone policy within the Building a Better Future Plan.

The Council will take into account the environmental issues which are set out in this section when deciding which sites to allocate for development in the Building a Better Future Plan, to avoid or mitigate any significant effect on the designated sites. Allocations will also be subject to a Habitats Regulations Assessment.

The policies will set out the requirements that development has to meet in order for a planning permission to be legally compliant under the Habitat Regulations. If development cannot remove the significant effect it is having on the designated sites then planning permission will be refused.

## PROPOSED POLICIES:

- Strategic policies setting out the requirements for development to remove the potential significant effect it may have on the designated sites in relation to recreational disturbance, Solent Wader and Brent Goose Sites, Protected Species and water quality.



- Mapping to define the environmental designations, and associated policy mapping explaining the areas affected by the environmental issues outlined in this section.

## LIMITATIONS/GIVENS

It is a legal requirement for these environmental issues to be assessed, through a Habitats Regulations Assessment, and to avoid or mitigate any likely significant effects identified. The Council must ensure that there isn't any likelihood of a significant effect from development on the designated sites. Therefore, the identified policies need to be in the Building a Better Future Plan in order to be legally compliant. There are no realistic alternatives to this approach.

The Building a Better Future Plan is required to be assessed in line with the Habitats Regulations and the report published with every version. The first stage in the assessment of the plan has been published alongside this consultation document.

## BIODIVERSITY NET GAIN

### LEGISLATION AND GOVERNMENT POLICY

Biodiversity net gain will deliver measurable improvements for biodiversity by creating or enhancing habitats in association with new development in Havant Borough. In England, it is a mandatory requirement of the Environment Act 2021 to ensure that the natural environment is in a measurably better state than it was beforehand. The Environment Act<sup>32</sup> sets out the following key components for biodiversity net gain:

- A minimum of 10% biodiversity net gain is required using a biodiversity metric
- Secure habitat creation through biodiversity net gain for a minimum of 30 years via legal obligations/conservation covenants
- Habitats can be delivered on-site, off-site or via statutory biodiversity credits which can be purchased by developers
- There will be a national register for net gain sites
- The mitigation hierarchy still applies avoid, mitigate, and compensate for biodiversity loss

Under the Environment Act, biodiversity net gain can be provided on-site where the development is taking place, and/or where that can be shown not to be possible, off-site mitigation can be secured.

The NPPF sets out that planning policies and decisions should contribute to and enhance the environment by minimising impacts on biodiversity and providing net gains for biodiversity, including establishing coherent ecological networks that are more resilient to current and future pressures.

### LOCAL EVIDENCE AND POLICY

The Borough has a rich and diverse ecological network as documented by the protected international, national, and local designations as well as its range of natural features. The local ecological network comprises an extensive coastline, trees, woodland, hedgerows, streams, rivers, wildlife and river corridors, springs, ditches and ponds. Hampshire Biodiversity Information Centre's Local Ecological Network mapping project<sup>33</sup> has identified a number of opportunity areas, within which it is possible to reconnect and enhance the Local Ecological Network to achieve biodiversity net gain.

The Havant Borough Biodiversity Strategy<sup>34</sup> sets out how the biodiversity network of Havant Borough can be conserved and enhanced through the planning system and makes recommendations to secure sustainable development which improves the quality of the environment and resident life. Nonetheless this is now out of date following the Environment Act becoming law and so will need to be updated.

<sup>32</sup> <https://www.legislation.gov.uk/ukpga/2021/30/contents/enacted>

<sup>33</sup> <https://www.hants.gov.uk/landplanningandenvironment/environment/biodiversity/informationcentre/information>

<sup>34</sup> <https://cdn.havant.gov.uk/public/documents/Havant%20Borough%20Biodiversity%20Strategy.pdf#:~:text=The%20strategy%20will%20enable%20Havant,taking%20a%20collective%20approach%20to>



## THE PROPOSED APPROACH

The Building a Better Future Plan will be prepared in line with the Environment Act and its secondary legislation (though the latter has not yet been published).

The Council's proposed approach is to include a strategic policy setting out the requirements for biodiversity net gain and what development needs to do to ensure biodiversity net gain is provided as set out in legislation.

It will require development to achieve a minimum amount of biodiversity net gain and if net gain credits are required, it will highlight opportunity areas off-site which could be used to reconnect and enhance the local ecological network of the Borough.

The options for biodiversity net gain credits will be set out and sites within the Borough will be safeguarded for environmental mitigation.

The policy will be underpinned by Local Ecological Network mapping which identifies opportunities to enhance natural environment through habitat recreation and restoration.

The mapping will help inform and shape development proposals so that they take account of on-site and surrounding ecology and inform enhancements to biodiversity. Development should contribute towards improving the wider local ecological network and reduce the network fragmentation and improve biodiversity connectivity.

The Council's Strategy will also be updated in line with relevant legislation and guidance.

## PROPOSED POLICIES:

- A strategic policy setting out the requirements for development to achieve biodiversity net gain on-site first before looking at off-site net gain options.
- Mapping to define areas which could be improved for biodiversity net-gain purposes if it cannot be provided on the development site.
- Allocation of strategic mitigation options which development could contribute to within the Borough.

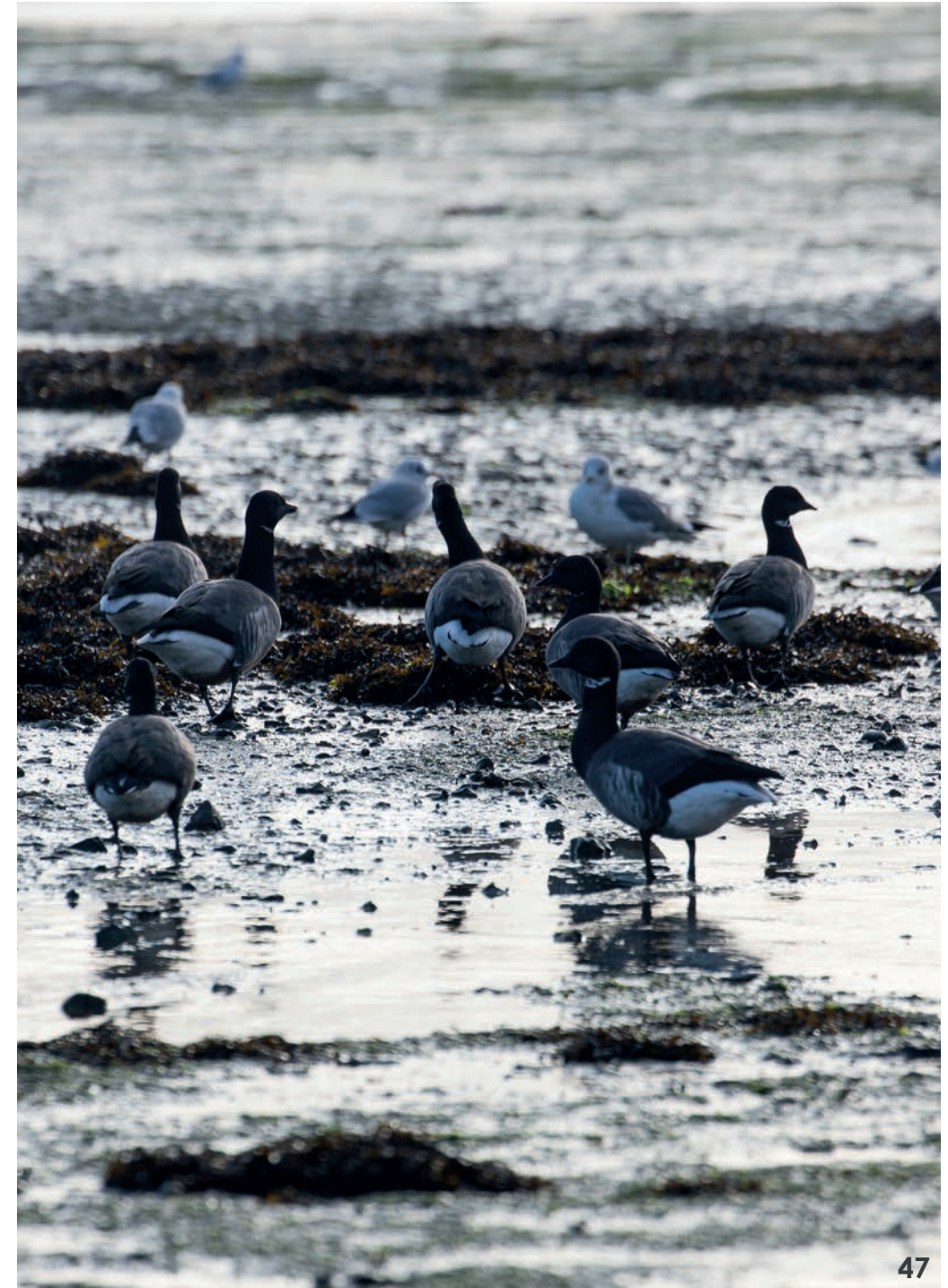
## LIMITATIONS

New development offers a potential threat to the natural environment in some cases, although it also presents an opportunity to provide biodiversity net gain.

Without a policy for biodiversity net gain, there is the potential that net gain would not be secured in the best places for the Borough's ecological network.

The mapping of the Local Ecological Network cannot be published within the Local Plan due to its scale and the nature of the mapping components but is available through the Hampshire Biodiversity Information Centre. The information changes annually as ongoing survey work will provide more up to date information, so it is impractical to include it in the Local Plan.

The Council will also need to ensure that any standards above the 10% required by the Environment Act do not make development unviable and these will therefore be tested through the whole plan viability appraisal. This will have to be balanced against other priorities in the plan, including affordable housing and low carbon design. This is explained in more detail later in this discussion document and is a key area where we are looking for your views.





# LOCAL NATURE DESIGNATIONS

## LEGISLATION AND GOVERNMENT POLICY

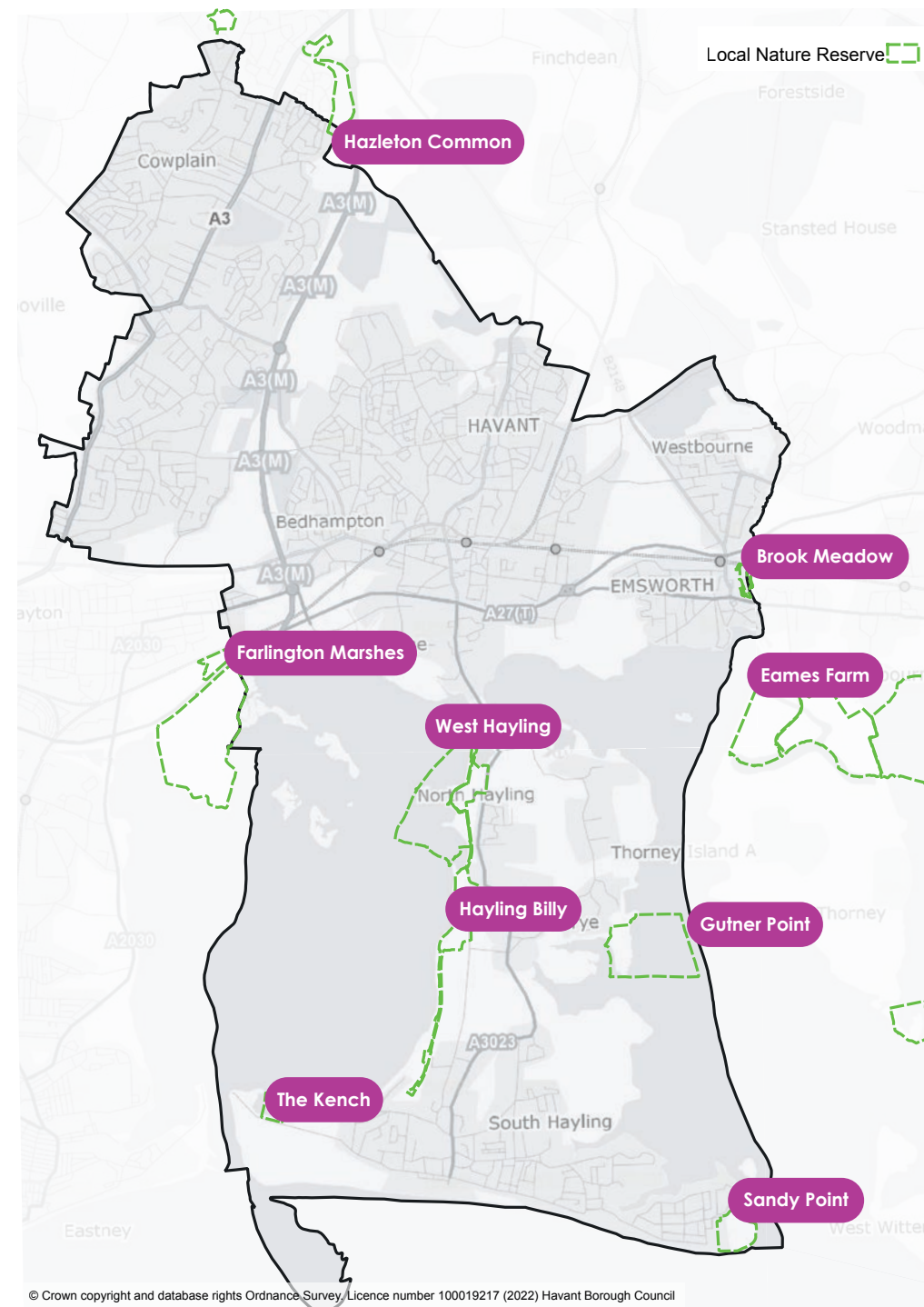
There are two types of local nature designations in the Borough: Local Nature Reserves (LNRs) and Sites of Importance for Nature Conservation (SINCs). These can also overlap with other national or international designations:

1. Local Nature Reserves (LNRs) are a local statutory designation under the National Parks and Access to the Countryside Act 1949 (as amended). All district and county councils have powers to acquire, declare and manage LNRs.
2. Sites of Importance for Nature Conservation (SINCs) are also important wildlife sites which contribute to the local ecological network. These are also known nationally as Local Wildlife Sites.

The NPPF states that plans should identify, map and safeguard components of local wildlife-rich habitats and wider ecological networks, including locally designated sites of importance for biodiversity and connect them to areas identified by national and local partnerships for habitat management, enhancement, restoration, or creation.



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## LOCAL EVIDENCE AND POLICY

### 1. Local Nature Reserves

The Biodiversity Strategy<sup>35</sup> identifies a number of Local Nature Reserves within Havant Borough. As a local designation, an LNR can be given protection against damaging development on or around it. However, the level and type of protection afforded to an LNR is decided locally and varies from site to site.

LNRs can also be designated as a SINC, or have national and international environmental designation status. An additional requirement of LNRs by Hampshire County Council is that the site has present or potential access both within the site and the wider Rights of Way network.

The following LNRs have been identified in the Borough:

Site Name
Brook Meadows
Farlington Marshes
Gutner Point
Hayling Billy
Hazleton Common
Sandy Point
The Kench, Hayling Island
West Hayling

<sup>35</sup> <https://cdn.havant.gov.uk/public/documents/Havant%20Borough%20Biodiversity%20Strategy.pdf#:~:text=The%20strategy%20will%20enable%20Havant,taking%20a%20collective%20approach%20to>



## LOCAL EVIDENCE AND POLICY

### 2. Sites of Importance for Nature Conservation

There are also 110 Sites of Importance for Nature Conservation (SINCs), designated locally. The number, boundary and qualifying features of SINCs are updated regularly as sites are re-surveyed.

Designating a SINC raises awareness of its important for wildlife and needs to be considered in planning decisions, particularly in terms of biodiversity net gain.

SINCS are administered by local authorities, including Havant Borough Council in partnership with conservation organisations, such as the Hampshire Biodiversity Information Centre (HBIC) which follows a strict set of guidance and selection requirements.

### PROPOSED APPROACH

The proposed approach will be to protect, conserve and enhance the Borough's local nature designations, and to ensure that development avoids fragmentation of the local ecological network. Should a development impact a local nature designation, then an avoidance and mitigation plan should be submitted which includes provision for ongoing management and maintenance.

The benefit of any development on a local nature site should be shown to clearly outweigh the substantive conservation value of the site and where an impact cannot be avoided, or mitigated compensation is provided.

The Council will aim to ensure connectivity across boundaries by working with neighbouring local authorities to ensure the ecological network within the Borough connects with ecological sites outside of the Borough as best as possible.

### PROPOSED POLICIES:

- A strategic policy setting out in what circumstances development could take place on a SINC.
- Setting out the mitigation hierarchy and how the impacts of any type of development can be mitigated
- Provide information on the available mapping on locally designated sites

### LIMITATIONS

SINC do not have legal status, but sites are of substantive nature conservation value. Many SINC sites also host Priority Habitats and Species which are protected under the Natural Environment and Rural Communities Act 2006.

Unlike national and international designations, it is not possible to set out the management approach which landowners must take on identified SINCS.

## AFFORDABLE HOUSING

### LEGISLATION AND GOVERNMENT POLICY

National planning policy expects local plan policies to reflect the size, type and tenure of housing needed for different groups in the community. This includes affordable housing and the type of affordable housing required.

Government policy requires that affordable housing is not sought unless part of a scheme of at least **10** dwellings and that it should normally be provided on-site.

Government has already set out that **25%** of the affordable housing requirement should be for 'First Homes' – a discounted ownership tenure. An illustrative example is worked below.



This leaves **75%** of the total number of affordable homes to be provided as shared ownership/for rent = **45 dwellings**

**66%** of the remaining affordable homes to be provided for rent = **30 dwellings**

**33%** of the remaining affordable homes to be provided as shared ownership = **15 dwellings**

## LOCAL EVIDENCE AND POLICY

There are currently 1,717 households on the waiting list for an affordable rented property and it can take several years for eligible households to be provided with a suitable property. In the meantime, they will be in unsuitable or unaffordable housing.

The Council can access data from Hampshire Home Choice and Help to Buy South to provide evidence for the need for different types and sizes of affordable housing. The Council can also source data on average incomes and house prices in the borough from the Office for National Statistics. This information will help to inform policies about the amount and type of affordable housing that is needed to meet needs in the borough.

The housing affordability ratio for Havant is 10.17, meaning a Havant resident can expect a house to cost over 10 times their yearly wage.<sup>36</sup>



<sup>36</sup> ONS, Housing Affordability in England and Wales, 2021 – the affordability ratio is the ratio of median house price to median gross annual workplace-based earnings by local authority district



## THE PROPOSED APPROACH

The Council intends to commission further evidence to provide up to date information on the current needs for affordable housing, including for different types and tenures of affordable housing, and how they can be met in the borough.

The Council will gather and analyse evidence to explore whether and how First Homes may help meet these needs compared to other affordable ownership products as part of the mix of affordable housing to ensure the affordable housing supply help meets the needs of those who wish to purchase a property but cannot afford to compete in the open market.

## PROPOSED POLICIES

- Affordable housing – this policy will ensure that affordable housing will be provided on schemes of 10+ homes, subject to viability.

## LIMITATIONS TO NOTE

Affordable housing is specific types of housing for sale or rent, for those whose needs are not met by the market. This is different to the overall affordability of housing on the open market. There are certain specific types of affordable housing:

AFFORDABLE  
RENTED HOUSING



There are certain specific types of affordable housing that the NPPF allows us

The Council will also need to ensure that the policy requirements in relation to housing do not make housing development unviable and these will therefore be tested through the whole plan viability appraisal. This will have to be balanced against other priorities in the plan, including low carbon design standards and infrastructure provision. This is explained in more detail later in this discussion document and is a key area where we are looking for your views.

SOCIAL  
RENTED HOUSING



STARTER HOMES



DISCOUNTED MARKET  
SALES HOUSING



OTHER AFFORDABLE ROUTES TO  
HOME OWNERSHIP, INCLUDING  
SHARED OWNERSHIP.



## HOUSING DESIGN STANDARDS AND SPECIALIST ACCOMMODATION

### LEGISLATION AND GOVERNMENT POLICY

National planning policy expects local plans to reflect the size, type and tenure of housing needed for different groups in the community. This includes families with children, older people, students, people with disabilities, service families and people wishing to commission or build their own homes. There are a number of standards that the Council can bring in for new housing, including enhanced standards of accessibility. Nonetheless, these will need to be shown to be needed and viable.

The Self-build and Custom Housebuilding Act 2015 requires the Council to keep a register of individuals (and associations of individuals) seeking to acquire serviced plots of land in the borough in order to build houses for those individuals to occupy as homes.

### LOCAL EVIDENCE AND POLICY

The Council has previously relied on the PfSH Strategic Housing Market Assessment (2014)<sup>37</sup> for assessing different types of housing need, although this is now out of date. The Council intends to commission further evidence to update the needs for different groups – in particular the need for different sizes and types of dwellings.

The Self and Custom Build Register establishes the current need for this type of dwelling. As of May 2022 there are 98 entries on the register for a self or custom build plot. Of these about half currently live within the borough. The Council also records the number of Community Infrastructure Levy exemptions for self and custom build dwellings, which shows how the supply currently meets this need. Between 2014 and 2019 the Council granted an average of 13 exemptions for self and custom build dwellings each year.

<sup>37</sup> <https://www.push.gov.uk/wp-content/uploads/2018/06/SHMA-2014-1.pdf>





## THE PROPOSED APPROACH

It is essential that not only is the right amount of new housing delivered but it is of the correct type – otherwise the new homes will not address the need for housing in a genuine way. The Council will use the new evidence to set out the mix of housing that would be needed across development sites.

The pandemic and the associated lockdowns highlighted the importance of the need for new homes to be built with sufficient internal space and with access to adequate outdoor amenity space. The Council considers that including relevant policies in the Building a Better Future Plan would have a positive impact on the health and wellbeing of the residents that occupy those homes.

The Council aims to require housing development to provide high quality accommodation that meets the needs of future occupiers of those homes. The Council will be guided by the evidence and consultation feedback as to whether new standards should be introduced. These would cover some or all of:

- Minimum internal space standards
- Gardens and balconies
- Homes with enhanced accessibility
- Wheelchair accessible homes

## PROPOSED POLICIES:

- High quality new homes – including any requirements for minimum internal space standards, outdoor amenity space, accessibility and adaptability standards and wheelchair accessibility standards.
- Housing mix – to ensure that the right size of property is provided to meet identified needs.
- Retirement and specialist housing – to ensure that provision is made to meet the needs of an aging population.
- Self and custom build housing – to ensure that provision is made for those who want to build or commission their own home.



## LIMITATIONS TO NOTE

The Building Regulations ensure that new buildings are structurally sound and safe. They cover aspects such as accessibility. However, national policy allows the Council to exercise more control through the planning system to secure high quality development (in terms of space and accessibility standards) that meets identified needs in the area. This is subject to demonstrating the development proposed in the plan will be viable.

There are some limitations as to how this is accomplished, for example, the Council can only require the Nationally Described Space Standards<sup>38</sup> for internal space standards rather than investigating a bespoke set of standards for Havant.

The Council will also need to ensure that any standards above building regulations do not make housing development unviable and these will therefore be tested through the whole plan viability appraisal. This will have to be balanced against other priorities in the plan, including low carbon design standards and infrastructure provision. This is explained in more detail later in this discussion document and is a key area where we are looking for your views.

<sup>38</sup> <https://www.gov.uk/government/publications/technical-housing-standards-nationally-described-space-standard/technical-housing-standards-nationally-described-space-standard>





# LANDSCAPE AND LOSS OF AGRICULTURAL LAND

## LEGISLATION AND GOVERNMENT POLICY

Legislation and national guidance awards specific protections to designated landscapes. Great weight should be given to conserving and enhancing landscape and scenic beauty in National Parks and Areas of Outstanding Natural Beauty, which have the highest status of protection in relation to these issues.

The scale and extent of development within these designated areas should be limited. Permission should be refused for major development other than in exceptional circumstances, and where it can be demonstrated that the development is in the public interest. Development within their setting should be sensitively located and designed to avoid or minimise adverse impacts on the designated areas.

Beyond these specifically designated landscapes, the NPPF also requires development to be sympathetic to local character and history more generally, including the surrounding built environment and landscape setting.

The NPPF sets out that local plans should recognise the economic and other benefits of the best and most versatile agricultural land. Where significant development of agricultural land is demonstrated to be necessary, areas of poorer quality land should be preferred over high-quality agricultural land.

## LOCAL EVIDENCE AND POLICY

Havant Borough benefits from high quality landscapes and vistas. It is ideally placed between the South Downs National Park and the Solent Coast, including the Chichester Harbour Area of Outstanding Natural Beauty (AONB). This is part of what makes the Borough an attractive place to live. The Borough's settlements have continued to grow, and development pressure remains high on the edges of and within these areas.

No part of the Borough lies within the South Downs National Park, but some potential development sites on the Borough boundary are within its setting.

The Chichester Harbour AONB covers the intertidal harbour itself, as well as parts of Eastoke, Northney, Warblington and Emsworth. The AONB extends east into Chichester District. Chichester Harbour Conservancy has produced an AONB Management Plan<sup>39</sup>, which identifies the distinctive features and characteristics of the landscape and provides the framework for the management and ongoing spatial planning of Chichester Harbour AONB. The flatness of the landscape makes the AONB particularly vulnerable to visual intrusion from inappropriate development, both within or adjacent to the boundary, which can often be seen from significant distances across inlets, the main harbour channels, or open countryside.

<sup>39</sup> <https://www.conservancy.co.uk/page/management-plan/307/>

Beyond the specifically protected landscape of the AONB, the Council recognises the value of its unique landscapes such as the eastern edges of Portsdown Hill, its harbours and coastal areas, rivers and streams, remnants of ancient woodland and undeveloped open land.

## THE PROPOSED APPROACH

The Building a Better Future Plan will recognise, protect and enhance designated landscapes, both through criteria-based policies for these areas and through its selection of development sites, which will avoid protected landscapes unless their development would meet the specific criteria in the NPPF associated with designated landscapes.

In selecting sites for development, other sensitive landscape features will also be mapped and acknowledged. However, given development pressures, it is likely not to be possible for the Council to make landscape an absolute constraint ('showstopper') on development. Rather, criteria policies and site allocations will set out requirements for development to minimise impacts on valued landscapes, ensure it is of the highest quality and respects its surroundings.

As is set out earlier in this discussion document, to sufficiently address the need for housing requires extensive development of both brownfield and greenfield sites. As such, it is not possible to restrict development due to the loss of agricultural land.

## PROPOSED POLICIES

- A criteria-based development management policy setting out the limitations on development in the Chichester Harbour AONB
- (NB a Supplementary Planning Document<sup>40</sup>, prepared in conjunction with the Chichester Harbour Conservancy and jointly adopted by Havant Borough Council and Chichester District Council already exists to provide detailed guidance on appropriate development).
- Site allocations policies which highlight any sensitive landscape features on or off sites and secure their protection; this will include a requirement to consider carefully any potential impact on the setting of the South Downs National Park, and to respond positively to its special qualities of, including consideration of the Dark Night Sky Reserve<sup>41</sup>;
- Mapping of the Borough's settlement boundaries and an associated policy setting the limitations on development beyond those boundaries
- A development management policy recognising the special qualities of the Borough's coastal landscape, and setting criteria for appropriate development in these areas
- A policy committing to improvements to the setting of the Hermitage Stream
- A development management policy to require woodland and tree retention, as well as tree planting (see also Climate Change)

<sup>40</sup> <https://www.havant.gov.uk/planning-policy/supplementary-planning-documents>

<sup>41</sup> <https://www.southdowns.gov.uk/dark-night-skies/>



## LIMITATIONS TO NOTE

Given the need for new homes and other development, and the limited supply of land, it will not be possible to protect all existing open or undeveloped areas from development, nor agricultural land due to the intrinsic benefit of its retention. National designations such as the National Park and AONB provide a high level of protection, while other landscapes, even if locally valued, do not enjoy this level of safeguarding.



## INFRASTRUCTURE

*NB Transport Infrastructure and Green Infrastructure are covered more specifically under their own sections in this document*

### LEGISLATION AND GOVERNMENT POLICY

The planning system should contribute to economic, environmental and social objectives by identifying and coordinating the provision of infrastructure.

Plans should promote a sustainable pattern of development that aligns growth and infrastructure. Strategic policies should set out an overall strategy for the pattern, scale and design quality of places, and make sufficient provision for infrastructure for transport, telecommunications, security, waste management, water supply, wastewater, flood risk and coastal change management, and the provision of minerals and energy, as well as community facilities (such as health, education and cultural infrastructure), green infrastructure and adaptation to climate change. Planning policies and decisions should support development that makes efficient use of land, taking into account the availability and capacity of infrastructure and services – both existing and proposed – as well as their potential for further improvement.

Cooperation with other plan-making authorities and relevant bodies and infrastructure providers is seen as key to successful strategic planning and timely infrastructure delivery.

Plans should also set out their expectations of developers in regard to infrastructure provision.

### LOCAL EVIDENCE AND POLICY

Most infrastructure providers have their own planning regimes and publish their own development plans for their networks and areas of responsibility. Many of these, for example those of water companies, are based on the relevant regulator's funding cycles.

Both Hampshire County Council, itself a major provider of infrastructure, and Havant Borough Council regularly review the broad range of providers' plans and pull these together in the Hampshire Strategic Infrastructure Statement<sup>42</sup> and Havant Infrastructure Delivery Plan<sup>43</sup> respectively. These are updated periodically.

In the past, there have been issues regarding the long-term maintenance of on-site infrastructure on development sites, or 'common parts', which need to be addressed going forward.



<sup>42</sup> <https://www.hants.gov.uk/landplanningandenvironment/strategic-planning/infrastructure-planning>

<sup>43</sup> <https://cdn.havant.gov.uk/public/documents/IDP%202020.pdf>



## THE PROPOSED APPROACH

Timely provision of infrastructure to support the level of development proposed is necessary to make sure that the quality of life of existing communities is maintained, and that development does not have a detrimental impact upon amenity, safety or the environment.

The most efficient way to plan for infrastructure is to make existing facilities and services more resilient to higher levels of use as population rises. This can take such forms as upgrading grass pitches to artificial pitches that are more hardwearing and can be played all year round or freeing up capacity on the roads by improving walking and cycling facilities. The Building a Better Future Plan will support such measures. However, new or expanded infrastructure will also be needed to support development as some infrastructure within the Borough is at or near capacity and so needs upgrading to support additional use. The Council will actively support efforts to expand infrastructure where it is required, by collaborative working with its partners, setting out development requirements in the Building Better Future Plan and safeguarding land through the plan where necessary.

Some infrastructure may be delivered via contributions from developers through the planning system or by the developers directly. Other provision is made by the infrastructure providers themselves by aligning their strategies and investment plans with planned growth and development, and the Council is committed to working with these providers to secure delivery of improvements.

## PROPOSED POLICIES

- A strategic policy setting out the infrastructure requirements over the plan period and confirming a commitment from the Council to work with partners to bring these forward
- Land safeguarding for key projects if required
- Site allocation policies which set out specific infrastructure requirements arising from that particular development, if applicable
- Thematic development management policies on what the Council expects with regard to specific types of common infrastructure on development sites, such as drainage or open space, including their long-term management



## LIMITATIONS TO NOTE

New development cannot be required to address any existing capacity issues, only the impact that development has.

In many cases, infrastructure provision is in the hands of bodies other than the Council or developers. They operate under their own rules, funding cycles and delivery regimes. Therefore, the Council is limited in its powers to require infrastructure improvements through the plan.

The planning regime does not allow councils to halt development pending improvements, say, to access to GPs, dentists or childcare. Rather such services are expected to provide for the population in their area.

With this in mind, it should be noted that it is the process of drawing up a Local Plan, as much as the content of the plan itself, that supports effective infrastructure provision. In preparing the plan, the Council engages with other bodies and providers to make them aware of the likely development pattern in the future.





## LEGISLATION AND GOVERNMENT POLICY

- Local Plans should
- address the potential impacts of development on transport networks
- promote walking, cycling and public transport
- take into account, avoid and mitigate adverse environmental impacts of traffic and transport infrastructure
- avoid unacceptable impact on highway safety, and avoid severe residual cumulative impacts on the road network
- ensure that patterns of movement, streets, parking and other transport considerations are integral to the design of development and contribute to making high quality places.
- Focus significant development on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes.
- Support the expansion of electronic communications networks, set out how high-quality digital infrastructure is expected to be delivered and upgraded over time and prioritise full fibre connections to existing and new developments

## LOCAL EVIDENCE AND POLICY

The borough's development pattern of low to medium density suburban style housing estates of recent decades has contributed to the area having a heavily car reliant population. For example, around three quarters of workers who live in Havant travel to work by car<sup>44</sup>.

Hampshire County Council are preparing a new Local Transport Plan (LTP4)<sup>45</sup> and a Local Cycling and Walking Investment Plan (LCWIP)<sup>46</sup>. They represent a marked shift in approach to the local transport network towards sustainable travel, in line with the County Council's Climate Change Strategy<sup>47</sup>.

Similarly, the Borough Council's Climate Change and Environment Strategy 2021-2026<sup>48</sup> includes objectives to reinforce and implement policy and initiatives for low-carbon transport; prioritise compelling options for active travel, walking and cycling, and insist on best practice for infrastructure design and paths; and ensure alternatives to fossil fuels through promoting investments in infrastructure for electric-vehicles, and green hydrogen hubs for HGVs.

<sup>44</sup> 2011 Census

<sup>45</sup> <https://www.hants.gov.uk/transport/localtransportplan>

<sup>46</sup> <https://www.havant.gov.uk/cycling-and-walking-infrastructure-plan>

<sup>47</sup> <https://www.hants.gov.uk/landplanningandenvironment/environment/climatechange>

<sup>48</sup> <https://www.havant.gov.uk/climate-change-and-environment>

## THE PROPOSED APPROACH

The Building a Better Future Plan will reflect the emerging Local Transport Plan and the Environment and Climate Change Strategies. The development strategy will seek to focus development in locations that give residents of new development good access to shops, services and facilities.

The Building a Better Future Plan will also support higher densities in development to improve the viability of public transport. Developers will be expected to design their developments in a way that encourages people to get around on foot or bicycle for short journeys.

The Transport Assessment supporting the plan will also reflect these key strategies, seeking to focus the mitigation of new development on active travel measures initially with improvements to the highway network as a secondary consideration where necessary. However, access to the strategic network of the A27 and the A3(M) by car remains important for longer trips. The impact on planned developments on routes connecting to that network and the strategic network itself will be carefully considered, and where necessary, mitigation measures will be built into the infrastructure requirements set out in the plan.

The plan will also support infrastructure which supports a shift to low carbon transport, such as electric vehicle charging points. This will need to consider recent changes to the building regulations which introduce a need for electric vehicle charging points for the first time.

## PROPOSED POLICIES

- A strategic policy setting out the key transport infrastructure requirements over the plan period
- Site allocations which maximise development in locations which have good access to shops, services and facilities;
- Development management policies setting our expected standards and requirements for access and parking in new development, with sustainable modes places at the forefront
- A development management policy to limit new accesses onto classified roads, for highways efficiency and safety reasons
- A development management policy that supports electronic communications networks and expects high speed network infrastructure to be provided as part of new development.

## LIMITATIONS TO NOTE

Parts of the Borough's Transport Network suffer from congestion at peak times. New development cannot be required to address existing issues on the network, only the impact that the development itself causes. In addition, the tests in the NPPF regarding the transport impact of development set a high bar: to be unacceptable, the impact must be severe. An increase in congestion as a result of new development is inevitable and will not trigger a severe impact in and of itself.

While investment in infrastructure will make a difference, shifting behavioural patterns cannot be achieved through initiatives linked to the Local Plan alone; everyone has to play their part.

While the Council will make the accessibility by sustainable modes of travel a priority in sites selection, it must be acknowledged from the outset that site availability is limited in the borough, and it is unlikely to be possible to allocate only sites with very good access (see also the housing topics).



## GREEN INFRASTRUCTURE

### LEGISLATION AND GOVERNMENT POLICY

This includes all types of open spaces, which can be green (such as parks), grey (such as public spaces) and blue (such as the seafront). Together these are generally known as green infrastructure and Government intends for the spaces to be capable of delivering a wide variety of economic, health and wellbeing benefits.

The NPPF requires planning policies to protect and enhance green infrastructure and ensure that robust and up-to-date assessments for the need for this kind of infrastructure are carried out. This information should then be used to determine and inform what open space, sport and recreational provision is needed and which plans should accommodate them.

Government also sets out a particular designation of a Local Green Space, which is a green area of particular importance. The NPPF requires policies for managing development within a Local Green Space to be the same as those for green belts.

### LOCAL EVIDENCE AND POLICY

The key documents which inform this topic are the Havant Borough Open Space Strategy (November 2018) and the Local Green Spaces and Destination Open Spaces of Havant Borough (July 2020). Overall these show that the need for open space in the Borough is being met.

### THE PROPOSED APPROACH

The Covid-19 pandemic has highlighted the importance and community value green infrastructure provides including improvements to physical and mental wellbeing, recreational use and ecological value. Just as importantly they also form and create our landscape and built environment, enhance beauty, tranquillity adapt to climate change and boost wellbeing.

The Building a Better Future Plan will resist the loss of existing open space in the Borough where possible and development which results in the loss of this will typically be refused. Only in exceptional circumstances shall planning permission be granted provided an alternative provision of equal or better value be created to serve the same community. It will also require open space in all new developments including specific standards for play and community food growing.



## PROPOSED POLICIES

- The Building a Better Future Plan should include two separate policies to cover the retention and enhancement of existing green infrastructure and open spaces, as well as the creation of new spaces in new development. This will ensure that as well as putting in measures to retain the existing provision the Borough will be increasing the amount of open spaces available, making them accessible to more people, contributing to the beauty of the Borough and helping support the Borough's initiative to reduce its impact on climate change.

## LIMITATIONS TO NOTE

Smaller developments may struggle to practicably provide sufficient open space as part of the development and this would need to be assessed on an individual basis and whether contributions could instead be sought to improve/enhance another site in the Borough.

## SPORTS AND RECREATION

**This include both indoor and outdoor facilities. Indoor facilities include swimming pools, sports halls, health and fitness facilities, indoor bowls, squash courts, martial arts dojos and gymnastics halls. Outdoor facilities include tennis courts, bowls, multi-use games areas, skate parks, sports pitches, playing fields and children's play equipment. These lists are not exhaustive.**

## LEGISLATION AND GOVERNMENT POLICY

The NPPF recognises the role of sport and recreation as a fundamental part of sustainable development. It is acknowledged that access to high quality sport and recreation facilities make an important contribution to the physical and mental health and wellbeing of communities.

The Indoor Built Sport Facilities Strategy sets out the need for an additional 208.59 sqm of swimming pool space (equivalent to almost 4 swimming lanes), 1.37 sports halls (equivalent of 6 Badminton Courts) and 89 fitness stations in Havant Borough. The Playing Pitch Strategy, as set out in its associated action plan, highlights how future need can be met through specific enhancements to the Borough's existing playing pitches, delivered by the Council, funded from contributions from new development.

## LOCAL EVIDENCE AND POLICY

The Havant Borough Indoor Built Sport Facilities, Playing Pitch and Open Space Strategies to need to provide a robust and up-to-date assessment of the need for open space, sport and recreation facilities in the Borough. All three strategies highlight the importance of protecting and enhancing existing sports and recreational facilities (both indoor and outdoor) in Havant Borough. Whilst the Open Space and Indoor Built Sports Facilities strategies are considered broadly up-to-date, even though they were prepared a few years ago, the Playing Pitch Strategy is in need of updating as national standards have changed since it was published.

## THE PROPOSED APPROACH

In line with the NPPF and Sport England's Playing Fields Policy and Guidance Document<sup>49</sup>, existing provision will be protected unless either a robust assessment demonstrates that the facility and/or land is surplus to requirement; replacement provision is made available of an equal or greater community benefit; or alternative sports and recreation facilities and/or use are being proposed.

The Council will resist development that results in the loss (part or whole), or reduction in accessibility, of facilities and/or land used for sports and recreation due to the important role they play in improving the physical and mental health and wellbeing of communities.

<sup>49</sup><https://sportengland-production-files.s3.eu-west-2.amazonaws.com/s3fs-public/playing-fields-policy-and-guidance.pdf>





## PROPOSED POLICIES

- A policy to support and encourage physical activity and access to sport and recreation facilities, including protection of existing sites
- A criteria-based policy, assessing how the Council will assess any planning applications that would result in a reduction or loss of sports facilities.

## LIMITATIONS TO NOTE

It is important to note that whilst the Council's position would be to resist the loss of sports provision, under law, an applicant can apply for planning permission for development on any piece of land. As such, the Council can never prevent planning permission being applied for. As a result, it is essential to have policies in place to manage applications, even when the Building a Better Future Plan would not support the principle of the proposal.

Sport England are a statutory consultee when a planning application or local plan would result in the loss of a playing pitch or other sports facility. As such, great weight must be placed on their views on the loss and whether any alternative provision would outweigh that loss.

## HIGH QUALITY DESIGN

### LEGISLATION AND GOVERNMENT POLICY

The NPPF devotes a whole chapter to well-designed places, setting out that the creation of high quality, beautiful and sustainable buildings and places is fundamental to what the planning and development process should achieve.

Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities. Being clear about design expectations, and how these will be tested, is essential for achieving this. Flowing from this is the expectation that plans will set out a clear design vision and expectations.

All planning authorities should prepare design guides or codes consistent with the principles set out in the National Design Guide and National Model Design Code, and which reflect local character and design preferences. While not yet enacted, the Levelling Up and Regeneration Bill seeks to make changes to the planning system to strengthen the focus on good design and looks likely to introduce an express requirement for the introduction of local design codes.

### LOCAL EVIDENCE AND POLICY

The Council has published a Borough Design Guide<sup>50</sup>. Given the direction of travel in the Levelling Up and Regeneration Bill it is likely that this will need to be substantially reviewed and upgraded to a full local design code.

### THE PROPOSED APPROACH

The Building a Better Future Plan will set out design expectations for development, covering not only the proposed buildings themselves, but also their context and surroundings; Good design is not only about visual appeal, but also about amenity, ease of getting around, crime prevention, and environmental considerations, and the policies in the plan will reflect this.

<sup>50</sup><https://www.havant.gov.uk/planning-policy/supplementary-planning-documents>





## PROPOSED POLICIES

- A policy setting out in broad terms the parameters that should be considered in development to achieve well-designed buildings in their wider context, and an expectation for developers to engage with the Council early on in their design process;
- Site allocation policies which highlight any particular features on a site or its context which should be taken into consideration in design strategies;
- Possible Local Design Code to support the Building a Better Future Plan (depending on progress and detail of Levelling Up and Regeneration Bill)

## LIMITATIONS TO NOTE

There are no particular limitations in relation to architectural design.

# HERITAGE AND THE HISTORIC ENVIRONMENT

## LEGISLATION AND GOVERNMENT POLICY

National legislation and guidance awards specific protections to heritage assets. They are considered to be an irreplaceable resource which should be conserved in a manner appropriate to their significance so they can be enjoyed for their contribution to the quality of life of existing and future generations.

Plans should set out positive strategies to conserve and encourage the enjoyment of the historic environment including those most at risk through neglect or decay.

The NPPF requires that where a proposal would lead to substantial harm or total loss, LPAs would be minded to refuse consent unless there is substantial public benefit which outweighs the harm. Where there is less than substantial harm, including to the setting, of a heritage asset, then the harm should be weighed against the public benefits of the proposal.

## LOCAL EVIDENCE AND POLICY

The Council recognises the contribution of the historic environment to the distinctive character of our landscape and townscape, and to the quality of life of current and future residents. As such, heritage assets must be conserved and, where possible, enhanced in a manner appropriate to their significance. In understanding this, new development will be expected to complement and enhance the historic environment, helping to shape modern communities by giving them a sense of history and distinct local identity.

Havant Borough has 14 conservation areas, 246 buildings of special architectural or historic interest (listed buildings), 83 buildings of a local interest, 7 scheduled monuments and 1 registered park and garden. Two of these assets have been identified as being at risk.

As part of Havant Borough Council's positive strategy for the conservation and enjoyment of the historic environment, the Council manages appropriate development and determines planning applications that affect the Borough's historic environment. The Council also continues to monitor buildings and other heritage assets at risk through neglect, decay or other threats. It will positively consider development proposals that would secure appropriate viable uses, along with the repair and maintenance of such assets.





## THE PROPOSED APPROACH

The Building a Better Future Plan will seek to protect, conserve and enhance its heritage assets and their setting, both through criteria-based policies and through its development allocation selection. Development in these sensitive areas will be limited and where it does take place would have to be to the highest quality, retaining as much of the heritage as possible.

Any proposal which would affect, or has the potential to affect, a heritage asset will be required to provide a Heritage Statement in order for all potential harm caused as a result to be assessed.

Conservation character appraisals and management plans will continue to be updated where appropriate in order to ensure the conservation areas

## PROPOSED POLICIES

- A policy on heritage and conservation which outlines the Council's approach to protect and safeguard the Borough's heritage assets.

## LIMITATIONS TO NOTE

There is strong national policy resisting substantial harm, or loss, of designated heritage assets. However where there is harm, but it is less than substantial, the benefits, including addressing the need for housing, need to be carefully weighed up and a fully rounded decision taken on whether a site is allocated for development or not.

There are limitations to the protections that can be afforded to locally listed buildings as the Council do not own them and much of their care and maintenance relies upon the owners. By their nature, whilst they have heritage value, they are not of sufficient quality to justify being on the national list.

## POLLUTION

### LEGISLATION AND GOVERNMENT POLICY

Pollutants can come from a number of sources including soil, air, light, water or noise and land instability. The NPPF sets out that policies and decisions should ensure new development is appropriately located, taking into account likely effects of pollution. Additionally, that development prevents adverse effects on the existing communities and the environment.

### LOCAL EVIDENCE AND POLICY

One of the major types of pollution is air pollution from vehicles, with transport-related emissions accounting for 37% of the CO2 emissions attributed to Havant<sup>51</sup>. Without continued efforts to limit emissions which contribute to poor air quality, there remains a risk that the concentration of pollutants could increase, and that national standards for limiting air quality could be breached at key locations in the Borough.

There are numerous sites within the Borough which may be affected by contamination associated with the previous use of land and which present a potential risk to human health and/or the built and natural environment.

The Hampshire Minerals and Waste Plan<sup>52</sup> addresses the need for minerals and waste facilities in the Borough. As such, aside from site specific matters, this will not be addressed through the Building a Better Future Plan.

## THE PROPOSED APPROACH

The approach to this in the Building a Better Future Plan will be to expect developers to submit sufficient information to establish whether a significant negative effect is likely to result from development in isolation and in combination with other development. If it is, then a mitigation strategy would be needed to ensure that there is no adverse impact on the environment.

A key part of encouraging vitality and viability in the Borough's town centres will be to encourage uses which support the evening economy, whilst focusing high quality high density residential development in these areas. Whilst new homes in these areas can contribute to the evening economy, it can cause conflicts such as noise which need to be managed in order to protect residential amenity.

<sup>51</sup>Department for Business, Energy & Industrial Strategy, UK local authority and regional greenhouse gas emissions national statistics, 2020

<sup>52</sup><https://www.hants.gov.uk/landplanningandenvironment/strategic-planning/hampshire-minerals-waste-plan>





## PROPOSED POLICIES

- Protection of existing and future occupiers from projected levels of noise, odour, vibration, light, water and air pollution and a mechanism to secure suitable mitigation.
- A requirement for larger scale proposals to offset their emissions on air quality that are proportionate to the scale of development
- Where sites are at risk of land contamination, a requirement for the developer to submit an appropriate risk assessment which considers potential contamination sources and identifies deliverable mitigation solutions.

## LIMITATIONS TO NOTE

Some forms of development result in pollutants but are necessary to meet the economic and social needs of the Borough. This includes industrial uses which, although needed, may be detrimental to amenity. Adverse effects can also occur as a result of the inappropriate location of new development close to sources of pollution or other amenity impacts.

The Building a Better Future Plan cannot be expected to address pre-existing environmental problems. New development must however mitigate negative effects and ensure there is no adverse impact on the environment during, and once development has taken place

## YOUR PRIORITIES FOR THE BUILDING A BETTER FUTURE PLAN

This consultation document has highlighted those topics where we intend the plan to require particular features or contributions from those proposing new development. These can be part of the homes being built, such as higher standards of design. Or they can be contributions that the developer makes, such as providing a proportion of the homes as affordable housing products or financially contributing to off-site infrastructure. The preceding sections set out the proposed approach across several different topics and we would like your views on where we should particularly focus the plan.

Some contributions that developers make are necessary to comply with a legal requirement, such as the contributions to the Bird Aware Solent mitigation scheme. These are set out through existing strategies, underpinned by local research, and it is not proposed to revisit this as part of the current consultation. There are also infrastructure contributions or projects that are needed to deal with the immediate needs of a site, such as new junctions into developments or a crossing to connect to the site. These need to be provided wherever necessary to make development acceptable, regardless of wider requirements set by the plan.

## VIABILITY - A SIGNIFICANT LIMITATION

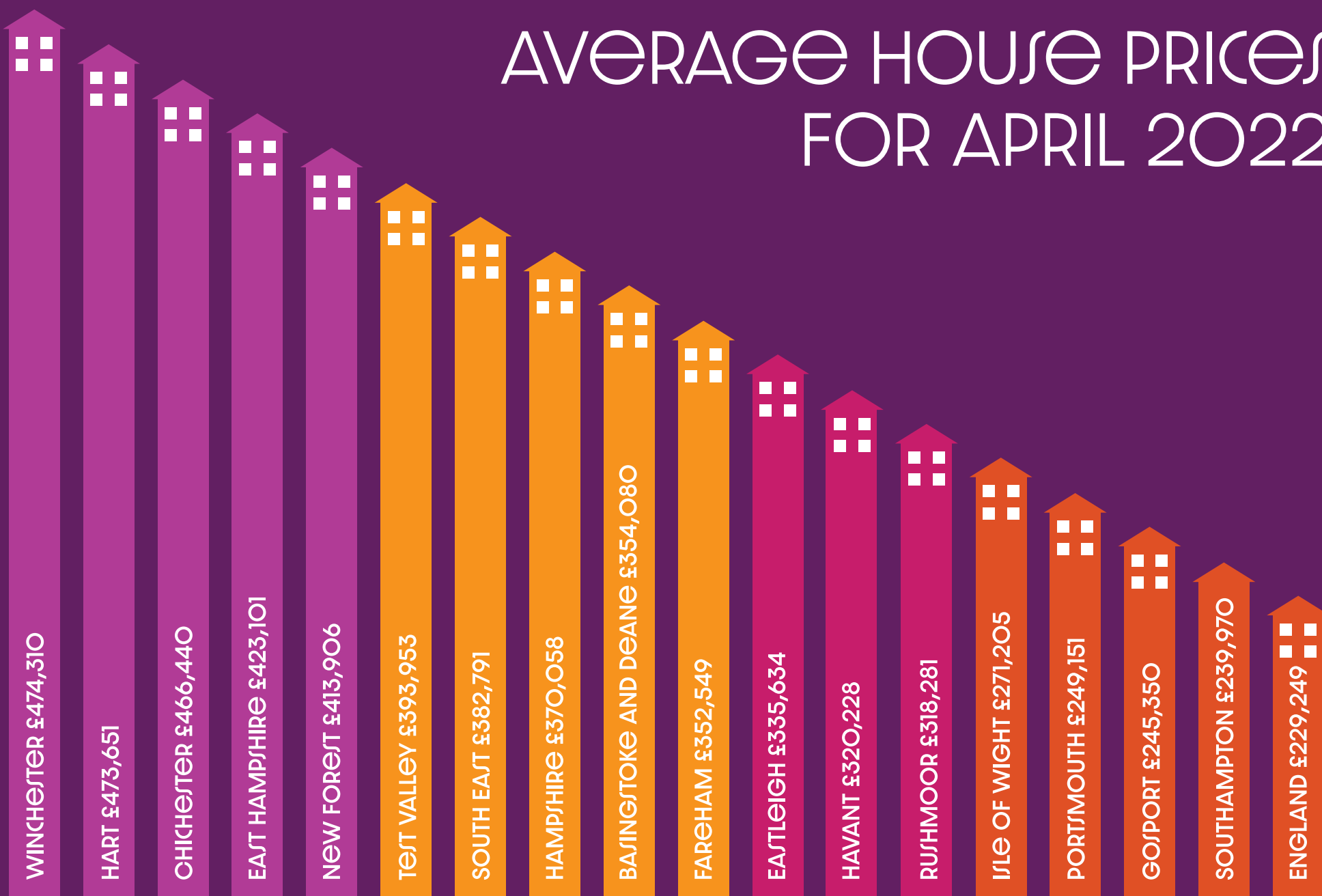
We live in a capitalist society and that will not change and development sites are brought forward by the private sector in large part. Even when brought forward by local authorities or other non-profit organisations, they need to be financially viable. The NPPF requires that when drawing up local plans, economic viability is considered. One of the specific tests of a local plan at examination is whether it can be delivered. If the requirements of the plan are too onerous and would make development unviable, the plan would be considered undeliverable and thus would not be found sound.

So it is necessary to consider carefully where to focus the additional gains that development can bring. The price that a new home attracts in Havant Borough is lower than in a lot of other areas nearby.





# AVERAGE HOUSE PRICES FOR APRIL 2022



The cost of materials is broadly the same across the south and so this means that viability can be particularly challenging in Havant Borough compared to our neighbours.

The current extremely high increases in the cost of materials will also have an impact. The plan's viability study will need to assess whether increases in house prices match the increases in materials.

## WHAT SHOULD WE FOCUS ON?

The following are broadly the areas where the Building a Better Future Plan could place greater emphasis if the viability study shows we cannot achieve all of the requirements. We would like your feedback on the relative importance to you of each of these. We will then consider your feedback when deciding how to balance them in the policies in the plan. It should be stressed that the below measures are not in any order of priority and are ideas for you to consider.

- **Affordable housing** – The Building a Better Future Plan could include a higher proportion of affordable housing or a higher proportion of hard to source properties.

- **Biodiversity net gain** – a net gain of more than the statutory 10% would further boost biodiversity, alternatively the plan could explore whether certain types of sites contribute more than others.

- **Housing design standards** – there are design features of new housing developments that would improve their overall sustainability. This includes enhanced standards of accessibility, minimum size standards for new housing and provision of private outdoor space as part of every new home.

- **Infrastructure** – this is primarily through the setting of a new Community Infrastructure Levy (CIL) charging schedule which will happen alongside the development of the Building a Better Future Plan.

- **Low carbon design** – enhanced energy efficiency and provision of electric vehicle charging points mean that new development minimises its contribution to climate.



# SUMMARY OF ALLOCATIONS METHODOLOGY

The flow chart below sets out the methodology we will use to identify whether an area of land is suitable for future development and whether it should be allocated in the Building a Better Future Plan.

This will apply to sites that have been included in past plans and strategies together with any sites that are suggested to us through this consultation. Any sites that have planning permission will be included in the Building a Better Future Plan as the planning permission has already established that the site should be developed.

## SITE AVAILABILITY

We are at the start of the Building a Better Future Plan and as part of this consultation process we shall be conducting a new call for sites in order to ensure every effort is being made to establish what land is available in the Borough.

## STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT (SHLAA)

A SHLAA will perform a high-level analysis of this land assessing whether it is potentially suitable and deliverable. It will also identify any potential yields and site constraints and will comprehensively set this out in a clear form. If the land is suitable and deliverable it will then be taken forward to undergo a Sustainability Appraisal (SA) as an identified site. Inclusion in the SHLAA does not mean the site will automatically be allocated.

## SUSTAINABILITY APPRAISAL (SA)

The SA is a systematic and iterative assessment of the sites which is used to inform the preparation and development of a plan, making sure that the plan will help achieve certain environmental, economic and social objectives. The SA will assess the site for its suitability for sustainable development and whether it could be considered as a future allocation for development. As part of this, the SA provides the means of identifying and mitigating any potential adverse effects that the Building a Better Future Plan might otherwise have.

## ALLOCATION WITHIN THE BUILDING A BETTER FUTURE PLAN

Only where sites are available, have potential for development AND are considered suitable for development (based on the outcome of the SA) will a site be allocated in having the future potential to be developed. In allocating the site, the Council also undertakes Habitats Regulations Assessment and an Integrated Impact Assessment to ensure that the allocation would meet the requirements of the Habitats Regulations and the Equalities Act respectively.



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## Havant Borough Council Local Plan – Regulation 18 Consultation and Communications Plan

1. Overview
2. Objectives
3. Who Is Involved?
4. Consultation Methods
5. Communications Plan
6. Consultation Schedule
7. Reporting and Monitoring

## 1. Overview

The following document sets out how the Council will engage and consult with residents, businesses and stakeholders for the Local Plan, as per Section 18 of The Town and Country Planning (Local Planning)(England) Regulations 2012.

This consultation is known as a 'Regulation 18' consultation.

The Regulations state that:

*(1) A local planning authority must—*

- (a) notify each of the bodies or persons specified in paragraph (2) of the subject of a local plan which the local planning authority propose to prepare, and*
- (b) invite each of them to make representations to the local planning authority about what a local plan with that subject ought to contain.*

*(2) The bodies or persons referred to in paragraph (1) are—*

- (a) such of the specific consultation bodies as the local planning authority consider may have an interest in the subject of the proposed local plan;*
- (b) such of the general consultation bodies as the local planning authority consider appropriate; and*
- (c) such residents or other persons carrying on business in the local planning authority's area from which the local planning authority consider it appropriate to invite representations.*

*(3) In preparing the local plan, the local planning authority must take into account any representation made to them in response to invitations under paragraph (1).*

In practice, this means that the Council must ensure it informs residents, businesses and key stakeholders that it is preparing a Local Plan and give them the opportunity to submit their views to the Council on the proposals. These regulations also stipulate that the Council must take into account the comments that it receives on the Local Plan.

In addition, it is also a requirement that the Council prepares the Local Plan in line with its Statement of Community Involvement (SCI). Approval is sought for a refreshed SCI alongside the Regulation 18 consultation. This consultation plan has been prepared in line with the refreshed SCI.

## 2. Objectives

The key objective for the communications and consultation is to achieve effective engagement with the public and key stakeholders to:

- Inform the development of the Local Plan
- Provide the public and key stakeholders with the information and opportunities to influence the decisions that will shape the future of the borough
- Ensure Havant Borough Council complies with statutory requirements
- Enables Havant Borough Council to achieve its own aspirations in line with the corporate strategy

To achieve the above, the communications and consultation will:

- Ensure public involvement is transparent and accessible to seek to reach as many local residents and businesses as possible
- Use clear, concise, accessible, and engaging messaging and branding to enable transparency and clarity of the process throughout
- Work collaboratively across the Council and our stakeholders and communities. This ensures activity is co-ordinated, uses existing facilities where appropriate and harnesses best use of expertise and networks
- Achieve meaningful consultation by providing information to ensure people can make an informed decision when responding and feedback is used to inform the next stages of the process

### 3. Who Is Involved?

Planning regulations establish requirements for consultation and as part of this process, the Council is required to consult with certain statutory organisations, known as specific consultation bodies.

The Statement of Community Involvement (SCI) is a requirement of the Planning and Compulsory Purchase Act 2004 and the Localism Act 2011 and emphasises the importance of community involvement in the planning system and enabling communities to make a significant contribution towards shaping the places where they live.

Havant Borough Council also aspires, through its corporate priorities, to have meaningful engagement with its residents, communities, businesses and stakeholders to have productive working relationships and ultimately to deliver services and ambitions in the borough to meet the needs of local people.

The below provides stakeholder groups that the Council will engage with, but is not limited to:

- General public (including residents, young people)
- Community groups and clubs
- Resident, community and civic societies and associations
- Local businesses, retailers, employers, associations and groups
- Charity and voluntary organisations
- Conservation and environmental groups
- Landowners, developers and agents
- National and sub-regional interest groups
- General business and industry
- Housing bodies
- Transport bodies
- Neighbouring authorities
- Service providers
- Schools and colleges

The Council is keen to ensure that any seldom heard from communities or groups are included within the consultation, so that anyone who wishes to provide feedback on the Local Plan is provided with the opportunity to do so.



#### 4. Consultation Methods

The consultation provides the opportunity for residents, businesses and other local stakeholders to help shape the new Local Plan, identifying key issues the borough faces and preference for possible options.

The following sets out the key consultation methods that will be used to engage with different stakeholder groups.

<b>Method</b>	<b>Activity</b>	<b>Target stakeholders</b>
Feedback survey	<p>Feedback survey to be provided alongside the consultation document itself. This asks key questions regarding whether stakeholders feel the proposed options meet the needs of the local area and its people and preference for possible options (where appropriate.)</p> <p>This survey will be provided online, with hard copies made available upon request, throughout the consultation period.</p> <p>The feedback survey (via online survey link and details provided how to request hard copy) to be promoted through communications channels as listed in Communications Plan.</p>	<p>All stakeholders to be given opportunity to provide survey response, although mainly targeted at the public (such as residents).</p> <p>Online method to enable wide availability. Hard paper copies also available on request to reach those who are not able to access online material (see also face-to-face below.)</p>
Face-to-face exhibitions	<p>Series of in-person exhibition events held at venues across the borough. This allows stakeholders to view materials in person and speak to planning policy officers for specific information or questions.</p> <p>Events to be held in Waterlooville, Leigh Park, Havant &amp; Bedhampton, Emsworth and Hayling Island, and Public Service Plaza.</p> <p>Attendees will be able to complete the feedback survey online via tablet, take a hard copy of the feedback survey to complete or take away a business card with links to online content and survey.</p>	<p>All stakeholders able to attend face-to-face exhibitions to discuss the proposals with officers, although envisaged mainly the public will attend (such as residents.)</p> <p>Events to be held across the borough to be easily accessible to as many residents as possible.</p> <p>Feedback survey (or signposting to it) to be provided via online and offline formats to enable ease of completion.</p>
Online community engagement platform	<p>The platform will be used to host key information and documents via visual tools.</p> <p>The site will also provide another communication means of promoting the feedback survey and F2F exhibitions.</p>	<p>All stakeholders to be given opportunity to provide feedback via online tool, although it is envisaged this will be predominantly used by the public.</p>

	The site will also allow for feedback on proposals via tools such as qualitative comments.	Use of dynamic feedback tool to encourage engagement, particularly amongst groups who are seldom heard, including young people.
Networks and Forums	Establishing new (where appropriate) and making use of existing Council and community networks and forums to engage collaboratively with groups and organisations to provide information, gather their feedback and to distribute messaging to their members and contacts.	List includes (but not limited to): Community groups/clubs Resident and civic societies/associations Local business associations and groups Charity and voluntary organisations Conservation and environmental groups Landowners, developers and agents.
Written responses	Through on-going contact/meetings with Havant Borough Council, stakeholders will be invited to submit written responses (via email or letter) directly to planning policy.	Primarily for statutory consultees and organisational stakeholders
Static materials at Hayling Island Coastal Defence Strategy consultation exhibitions	Static materials to be made available at HICDS Exhibition events taking place in October  Teams will work with each other as required to co-ordinate  To raise awareness at concurrent consultation events	Attendees to be made aware of Local Plan consultation  Materials to mirror face-to-face exhibition materials and provide information and direction to above feedback methods

## 5. Communications Plan

To support the promotion of the Local Plan Reg18 development and the consultation, the following communication channels will be used:

Channel	Description
Large format posters throughout the borough	Posters (circa 1.5m wide by 1m high) in key high footfall locations across the borough promoting the consultation and event details
Pull-up banners in key locations	Content as above but designed for easy installation in alternative locations such as the Meridian Shopping Centre
Entry level and intermediate documentation on Regulation 18	Tiered content to provide residents with a light-touch introduction to Regulation 18 (total read time <= 1 minute) and a more detailed document that breaks down key elements to aid understanding of the full Regulation 18 document (total read time <=15 minutes).
Introductory animation	Primarily for social media use, and developed from the entry level documentation mentioned above
Media briefing	Advance access to selected media to discuss content in depth
Press release on consultation launch	Formal press release with email circulation to highlight consultation, key event dates, and how to access content
Email circular – the consultation is closing...	Call to arms in advance of the consultation closure to remind people to take part
Email circular – Serving You	Inclusion in the October issue of Serving You online.
Social media content for launch and events	Build-up content on events and where relevant imagery from the events to act as a call to arms
Social media content about key tenets	Prepared content to support dialogues or questions arising during the consultation process
FAQs	Preparation of FAQs for website to anticipate key questions/queries, updating as required based on feedback during the consultation



## 6. Consultation Schedule

The below provides the key dates and milestones for the Reg 18 communications and consultation. Please note that all details are correct at the time of writing but may be subject to change.

Date	Milestone
3 October 2022	Launch of the HBC Local Plan Regulation 18 Consultation. This includes all documentation and feedback survey to be promoted and made available, including online engagement platform. Networks/forums and written responses to be held/feedback received from this date.
10 October – 11 November 2022	Face-to-face exhibitions to be held – dates and venues to be confirmed and promoted.
14 November 2022	Close of the HBC Local Plan Regulation 18 Consultation
Early 2023	Report to be prepared and presented to the Planning Policy Committee, setting out the results of the consultation and consideration of next steps.

## 7. Evaluation

The feedback from the HBC Local Plan Regulation 18 Consultation will feed into the papers that is scheduled for consideration at the HBC Planning Policy Committee meeting in Spring 2023.

To enable on-going conversations and continued engagement, the Council will also produce a summary of the responses received from this consultation that will be promoted and made available for residents, businesses and stakeholders to view.

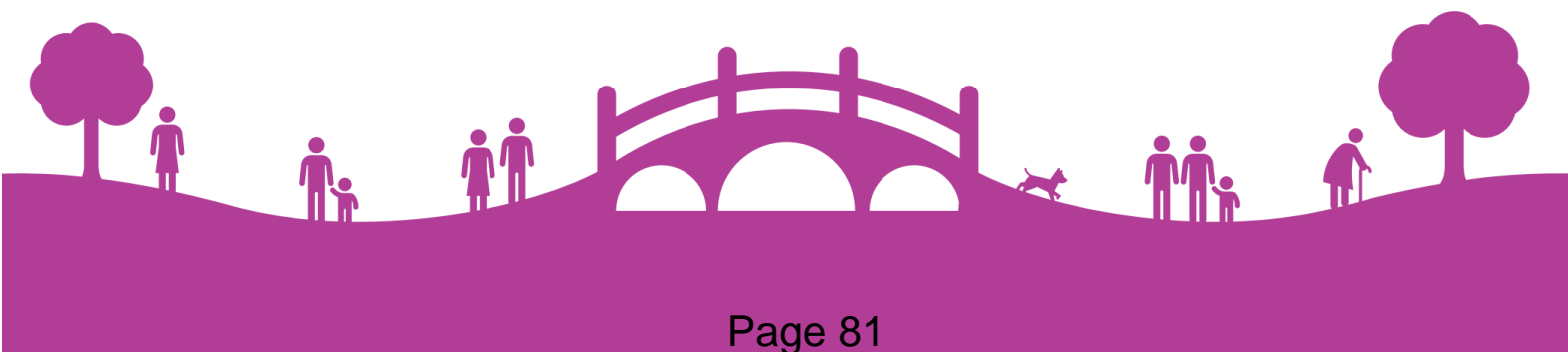
Looking forward, the Council is keen to ensure that it monitors the success of the consultation and if needed, makes improvements to our methods that enable as many people as possible to contribute to Council decision making in the future. We will seek feedback from respondents to ensure any comments on this are captured.

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# Local Development Scheme

September 2022





# Background

1. This Local Development Scheme sets out the timetable for the production of the Building a Better Future Plan. This will form the local plan for Havant Borough.
2. Currently, the development plan is comprises:
  - The Havant Borough Local Plan (Core Strategy) (2011);
  - The Havant Borough Local Plan (Allocations) (2014);
  - The Hampshire Minerals and Waste Plan<sup>1</sup> (2013).
  - The Emsworth Neighbourhood Plan (2021)
3. There is currently no intention to review the Hampshire Minerals and Waste Plan. As such, following the adoption of the Local Plan, the development plan will comprise:
  - The Building a Better Future Plan;
  - The Emsworth Neighbourhood Plan (2021); and
  - The Hampshire Minerals and Waste Plan<sup>2</sup> (2013).
4. The Partnership for South Hampshire (PfSH), of which Havant Borough Council is a part published a Spatial Position Statement<sup>3</sup> on 7<sup>th</sup> June 2016. This sets out an ambitious programme for the development and growth of South Hampshire into the future. In due course, this will be replaced by a new Joint Strategy which will cover the South Hampshire sub-region.

## The proposed solution

5. Local Plans remain at the core of the Governments planning system. It is considered a priority for the Council to continue having an up-to-date Local Plan in place to shape future development of the Borough and is a key part of the Council's Corporate Strategy.
6. The Local Plan will be the first local plan to fully reflect the NPPF and will also respond to the Council's updated position, reflected in supporting strategies such as the Regeneration and Economic Development Strategy and the Climate Change and Environment Strategy.

## Evidence base and statutory assessments

7. The Local Plan will be supported by a proportionate but robust evidence base. Evidence base studies are published on the Council's website when complete.
8. The plan will also be informed by Sustainability Appraisal, Habitats Regulations Assessment and Integrated Impact Assessment in line with regulatory requirements. The Local Plan will be iteratively informed by these assessments to create the most sustainable plan.
9. When studies are complete, they will be published on the Local Plan website at [www.havant.gov.uk/localplan](http://www.havant.gov.uk/localplan).

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<sup>1</sup> More detail about the plan can be found at <http://www3.hants.gov.uk/mineralsandwaste/planning-policy-home.htm>.

<sup>2</sup> More detail about the plan can be found at <http://www3.hants.gov.uk/mineralsandwaste/planning-policy-home.htm>.

<sup>3</sup> See [www.push.gov.uk](http://www.push.gov.uk) for further details.



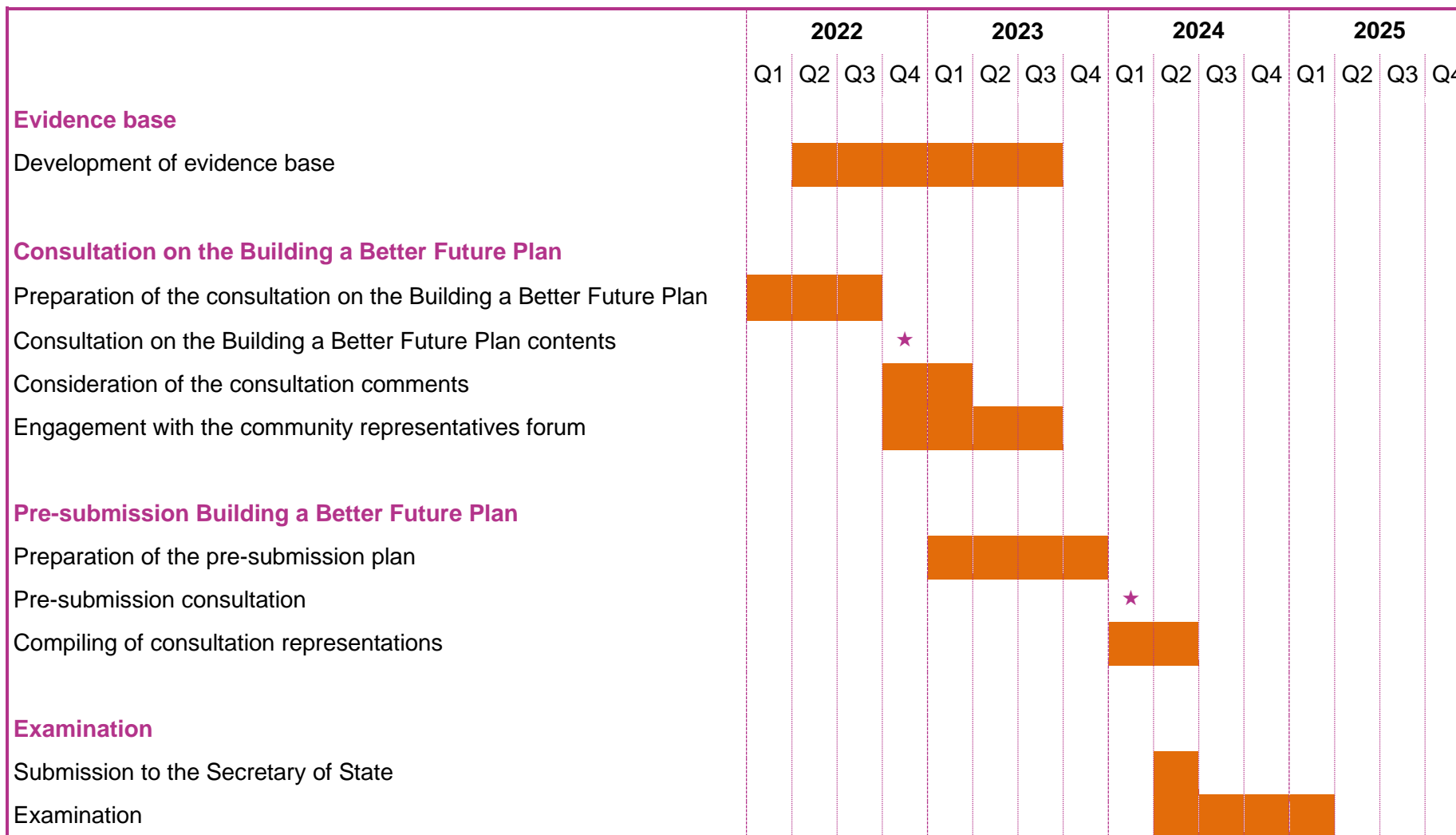
## Consultation and engagement

10. It is vital to engage stakeholders at all levels as much as possible in the Havant Borough Local Plan in line with the Council's Statement of Community Involvement, which is available on the Council's website.
11. Extensive informal engagement with key stakeholders, particularly the specific consultation bodies set out in the regulations, will take place as the evidence base and the Local Plan evolves.

# Timetable

12. The detailed plan production timetable is set out below. Opportunities for formal consultation and engagement are marked by a star. The formal consultation period would not take place across the entire period highlighted but would be within that period.

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	2022				2023				2024				2025			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Receipt of Inspector's report and adoption																



## Supplementary planning documents

13. Supplementary Planning Documents provide further useful detail on the policies in the Local Plan for use to help applicants make successful applications or to aid infrastructure delivery, and should not be used to add unnecessarily to the financial burdens on development cost.



# Statement of Community Involvement

September 2022







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# 1. Introduction

- 1.1 The preparation of a Statement of Community Involvement (SCI) is a requirement of the Planning and Compulsory Purchase Act 2004. The Localism Act 2011 emphasises the importance of community involvement in the planning system, and of enabling communities to make a significant contribution towards shaping the places where they live.

## Purpose of the Statement of Community Involvement

- 1.2 The purpose of the SCI is to explain how local people can engage in plan making and decision making in Havant Borough. Community involvement and consultation play an important role in the Borough Council's decision-making process on planning. The Council believes that the whole community should have the opportunity to engage in the preparation of the Local Plan and in the consideration of planning applications. Doing this helps to promote and protect the development of sustainable communities.
- 1.3 The SCI aims to:
- Explain the process and methods for community involvement for different types of planning policy documents and for the different stages of plan preparation, including how the diverse sections of the community are engaged
  - Explain the process and appropriate methods for effective community involvement in the determination of planning applications
  - Include the Council's approach to pre-application discussions
  - Include details of where stakeholders can get more information on the planning process.
- 1.4 The SCI gives an overview. Weblinks throughout the document guide the reader to sources of more detailed information and where they can get more regular updates on planning matters.

# 2. Engagement Principles

- 2.1 Havant Borough Council is committed to positive and constructive engagement with the community it serves and endeavours to involve as many organisations and local people as possible in the planning process.

## Whom to consult?

- 2.1 Stakeholders and consultees in planning matters come in a variety of forms, from landowners and developers, community groups and individuals, to infrastructure providers and government agencies. The list below gives an overview but is not a comprehensive list.

**Specific bodies that the council is required to consult on planning matters, including:**

- Neighbouring local planning authorities namely Portsmouth City Council, Winchester City Council, East Hampshire District Council, Chichester District Council and the South Downs National Park Authority.
- Hampshire County Council
- Any other 'prescribed' body including (but not limited to) the Environment Agency, Historic England and Natural England
- Parish councils of neighbouring planning authorities
- Infrastructure providers

**The local community including:**

- General public
- Community forums / panels / networks
- Resident / community / civic societies and associations
- Local businesses and business groups
- Charity and voluntary organisations

**The extended community including:**

- Landowners, developers and agents
- National and sub-regional interest groups
- General business and industry
- Housing bodies
- Transport bodies.

# Principles of Community Involvement

## Meeting minimum standards

- 2.2 The minimum standards for community involvement in the preparation of Local Development Documents are set out in Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). Those for planning applications are set out in the Development Management Procedure Order 2010. Havant Borough Council meets these minimum standards and exceeds them in many cases.

## Continuous involvement

- 2.3 Community engagement should occur throughout the various stages of preparing a local plan. To be truly effective, this must provide appropriate opportunities for information, participation, consultation and response. For planning applications, particularly ‘significant’ ones, this means involving the community as early as possible, starting with consultation by applicants prior to submitting a planning application.

## General access to information

- 2.4 All planning information should be accessible to the whole community. The Council will do its best to write all consultation documents, particularly marketing material supporting consultations, in plain English, avoiding jargon and over-use of abbreviations wherever possible. Its website will be kept up-to-date with information on local planning policy documents and planning applications. This will be publicised using the Council’s social media accounts.
- 2.5 The website will be the primary means of providing information. Documents are also available for public inspection on request at the Public Service Plaza during office.

# Methods of Engagement in Planning

- 2.6 A number of methods are available to the Council to use to ensure that the community is involved in the planning process. The extent of engagement will depend on a number of factors, including the likely level of interest in the consultation. Not all methods will be used on all occasions, and the emphasis on different methods will change over time. For example in the last few years, the use of social media to promote information on the Local Plan has substantially increased, and further such changes are likely to emerge the future. Table 1 lists a number of engagement methods which are available for the Council to use.
- 2.7 Specific information on how the community will be engaged in the development of local planning policy and planning applications is set out in dedicated section in this document.

Table 1: Community Involvement Methods

Method	Description	Engagement Type
Council website	Information and access to all planning documents and opportunities to comment.	Information - up to date information on planning policy documents and planning applications.



	<p><a href="http://www.havant.gov.uk/localplan">www.havant.gov.uk/localplan</a></p> <p>Information and opportunities to comment on planning applications.</p> <p><a href="http://www.havant.gov.uk/search-and-comment-planning-applications">www.havant.gov.uk/search-and-comment-planning-applications</a></p>	<p><b>Consultation</b> - documents available online, and make use of online questionnaires and comment forms.</p> <p><b>Feedback</b> on previous consultations and applications.</p>
<b>Public Service Plaza</b>	<p>Community / Information Hub</p> <p><a href="http://www.havant.gov.uk/contact-us/how-to-find-us">www.havant.gov.uk/contact-us/how-to-find-us</a></p>	<p>General <b>information</b> and advice on planning and all other Council services. Access to planning policy documents.</p>
<b>'Serving You'</b>	<p>The Council's in-house, online and email magazine, available at:</p> <p><a href="http://www.havant.gov.uk/serving-you-magazine">www.havant.gov.uk/serving-you-magazine</a></p>	<p><b>Information</b> on local plan and other planning policy consultations.</p>
<b>Local Plan Bulletins and notifications</b>	<p>Produced as necessary – emailed to statutory consultees, and groups and individuals registered for Local Plan updates through the Council's website.</p> <p>Those who wish to receive notifications of consultations by post will be sent a letter instead of an email notification.</p>	<p><b>Information</b> on planning policy consultations and updates with opportunities to get involved. This is the primary means of notifying those who've registered for updates on consultations.</p> <p>General planning <b>information</b> and advice</p>
<b>Social Media</b>	<p>The council uses a wide variety of social media accounts – open to anyone to follow, share and comment.</p> <p><a href="http://www.havant.gov.uk/our-social-media">www.havant.gov.uk/our-social-media</a></p>	<p><b>Information</b> on local plan and opportunities to get involved, links through to the website where appropriate.</p> <p><b>Information</b> updates on schemes, such as infrastructure delivery</p>
<b>Leaflets</b>	<p>Readable and accessible summaries of Local Plan documents, highlighting opportunities to get involved. Published on the website and available at exhibitions.</p>	<p><b>Information</b> on planning policy documents and opportunities to get involved.</p> <p>General planning <b>information</b> and advice.</p>
<b>Press Releases</b>	<p>To local newspapers, radio and TV, plus local magazine and newsletter editors concerning Local Plan matters, other planning policy documents and other opportunities for public involvement.</p>	<p><b>Information</b> on local plan and other planning policy matters</p> <p><b>Feedback</b> on previous consultations.</p>
<b>Written Consultation and Communication</b>	<p>Contact statutory consultees, and groups and individuals registered for</p>	<p><b>Information and Consultation</b> on local plan</p>

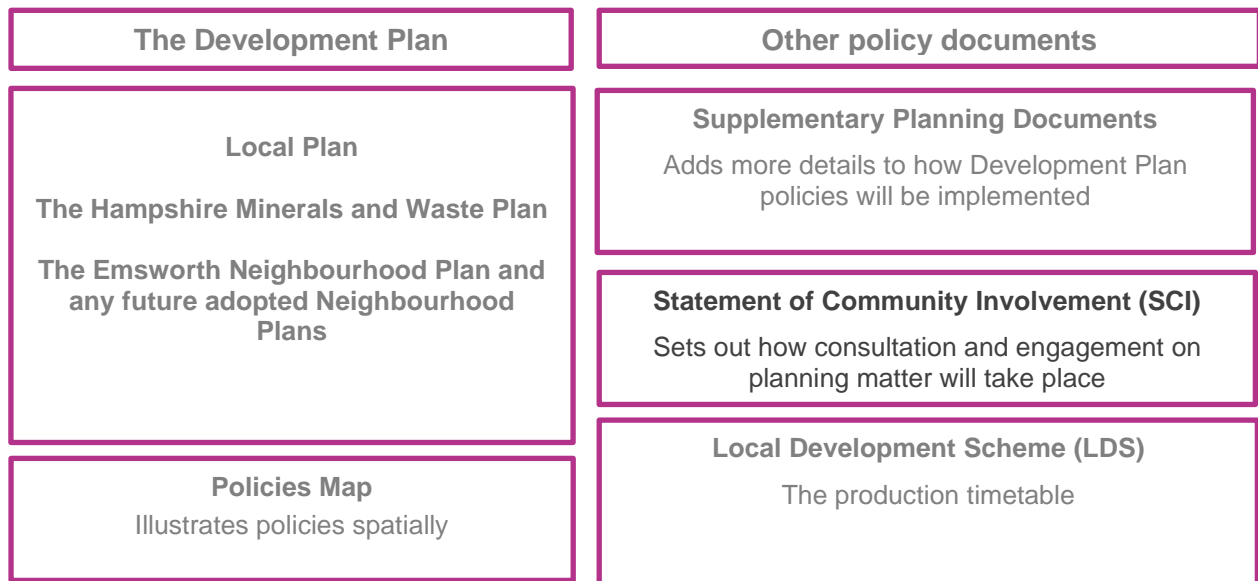
	<p>Local Plan updates through the website.</p> <p>Notify neighbouring properties on proposed Local Plan sites and Planning Applications.</p> <p>Receive comments on Local Plan and Planning Applications in hard copy.</p>	<p><b>Written consultation</b> on applications and feedback on decision.</p>
<p><b>Consultation Digital Platform</b></p>	<p>An online tool to encourage the engagement at events such as local plan exhibitions.</p>	<p><b>Information</b> on local plan, applications/proposals and consultation opportunities.</p> <p><b>Consultation and feedback</b> on specific planning policies and documents</p>
<p><b>E-mail</b></p>	<p>General enquiry emails for:</p> <p>Planning Policy: <a href="mailto:policy.design@havant.gov.uk">policy.design@havant.gov.uk</a></p> <p>Planning Applications: <a href="mailto:planning.development@havant.gov.uk">planning.development@havant.gov.uk</a></p>	<p><b>Information</b> on local plan and consultations</p>
<p><b>Exhibitions/Displays</b></p>	<p>Provided at key stages in the production of Local Plan documents at the Public Service Plaza and other public buildings as appropriate.</p> <p>Could also be used by applicants to publicise significant applications where appropriate.</p>	<p><b>Information</b> on the local plan and consultation opportunities.</p> <p><b>Participation</b> - where displays are staffed by Council officers or applicants.</p>
<p><b>Public meetings</b></p>	<p>Meetings arranged specifically, or attendance at wider meetings, such as Residents' Associations meetings</p> <p>Means of raising awareness and of opportunities to comment.</p> <p>Presentations could be on particular Local Plan documents or on specific development proposals. Opportunities for question and answer sessions with planning officers and other specialists where necessary.</p>	<p><b>Information</b> on local plan, applications/proposals and consultation opportunities.</p> <p><b>Participation</b> - opportunities to discuss projects and proposals and feedback ideas.</p> <p><b>Consultation and feedback</b> on options, draft proposals and specific planning applications.</p>
<p><b>Development Consultation Forums</b></p>	<p>Meetings in public which are hosted by the council regarding specific development sites. Presentations are provided by council officers and the</p>	<p><b>Information</b> on major development proposals.</p>

	<p>developer. There are opportunities for input by residents groups and questions from ward councillors.</p>	
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# 3. Planning Policy

3.1 Havant Borough’s local planning policy is made up of a portfolio of documents, illustrated in figure 3.1. All documents can be found at [www.havant.gov.uk/planning-policy](http://www.havant.gov.uk/planning-policy).

**Figure 3.1: The Development for Havant - The Local Plan and other planning documents**



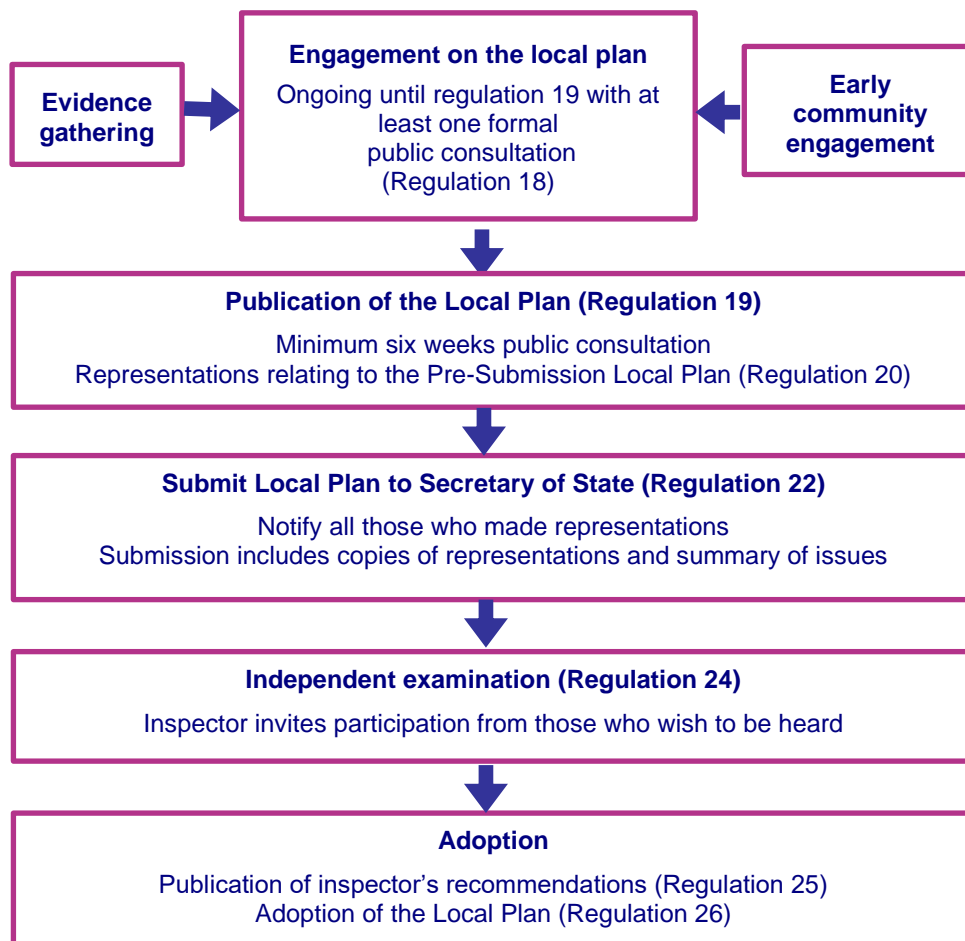
## Local Plans

3.2 The minimum standards for consultation in the preparation of local plans set out in the regulations could be summarised as the following:

- Notifying relevant stakeholders on the subject of the plan and inviting representations on its contents. This should take place during the preparation of the plan.
- A period for the submission of representations at the Pre-Submission (otherwise known as publication) stage
- Notify certain bodies of the subject of a local plan, and invite representations about what the plan should contain
- Notify and issue information to specific and general consultation bodies
- Notification to residents and businesses as the Council considers appropriate.
- Make documents available on the Council’s website
- Make information available at the principal Council office, and at other places in the area as the Council considers appropriate

- Publish a statement setting out who has been consulted, how this consultation was undertaken, a summary of any issues raised and details of how these have been addressed.
- 3.3 Whenever possible, the Borough Council endeavours to exceed the minimum requirements, and every effort will be made to undertake consultations at appropriate times, taking into account public holidays. Where these times are unavoidable due to the need to make progress on preparing the development plan, the Council may extend the consultation period beyond the minimum time, but not beyond any maximum prescribed period.
- 3.4 The National Planning Policy Framework (NPPF) stresses the importance of early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses in the plan-making process. Along with the Localism Act, local planning and neighbourhood planning regulations provide the opportunity to take such initiatives further, and to empower local communities in development planning.
- 3.5 The Council’s approach to community involvement during the preparation of a local plan is set out in figure 3.2. These are broadly divided between the informal stages of evidence gathering, early community involvement and draft consultation documents (together referred to as ‘front loading’), and the more formal processes of publication, submission, examination and adoption.

**Figure 3.2: Local Plan preparation**





- 3.6 The Council maintains an online mailing list of contact details for all individuals and organisations who are interested in the Local Plan. This is embedded into the Council's website. As of June 2022, there are 4,643 recipients on the mailing list. Only a minimum amount of personal data is collected to enable the Council to keep stakeholders up to date on the Local Plan. This mailing list is used to send out Local Plan bulletins and notifications of formal consultations and upcoming Development Consultation Forums. Stakeholders are able to add themselves or take themselves off of the mailing list. Stakeholders also have the opportunity to request a postal letter based mailout to inform them about formal consultation stages for those who are not online.
- 3.7 Representations on local development documents must be made in writing, whether by post or email. All comments received in formal consultation periods cannot be treated as confidential and could be made available for public inspection at the Havant Public Service Plaza. All comments received will be considered in the continuing preparation of that particular document. More general feedback will be provided using the methods outlined in the table above, particularly by keeping the Council's website up to date.
- 3.8 When local plans are formally published and submitted to the Secretary of State, the documentation must include a Consultation Statement. This sets out the ways in which the Council has engaged the community in the preparation of the plan in accordance with the regulations and the procedures outlined in this SCI. It provides details of who has been involved, when and how they have been engaged in the process and the Council's responses to the representations. It also must set out how these have been taken into account in preparing the relevant document.

## Duty to co-operate

- 3.9 The Localism Act and the NPPF require neighbouring local authorities, groups of authorities and/or other public bodies to work together on planning issues that cross administrative boundaries. This 'duty to co-operate' is a statutory requirement for all local planning authorities. They must demonstrate effective and on-going joint working through Statements of Common Ground, which document the cross-boundary matters being addressed and the progress in cooperating to address these. The extent to which a Council has undertaken this duty will be scrutinised as part of the independent examination of its local plan.
- 3.10 The Council recognises the benefits of working collaboratively and has worked with its neighbouring authorities successfully for many years to address development needs over the wider sub-region. This takes place principally through the Partnership for South Hampshire (PfSH), although the Solent Local Enterprise Partnership (LEP) and Solent Transport also play key partnership roles in addressing cross border issues and strategic barriers to economic growth.
- 3.11 In addition to this, specific engagement takes place with Chichester District Council where necessary. The Council is also part of a number of other partnerships which collectively help to address cross-boundary issues, such as the Solent Recreation Mitigation Partnership and the Solent Local Enterprise Partnership.

## Supplementary Planning Documents

- 3.12 SPDs are documents which add further detail to the policies in the development plan – they are used to provide further guidance for development on specific sites, or on particular issues, such

as design or parking. The degree of community involvement will vary according to the nature of the SPD, and the methods used will be proportionate to the nature of the document.

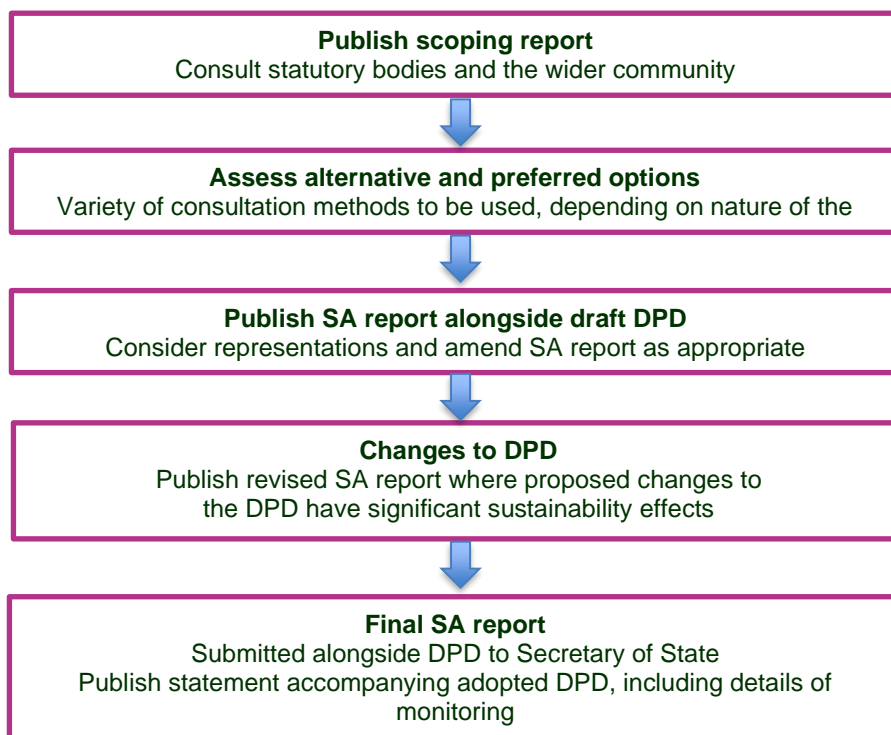
3.13 The process for adopting SPDs requires only one stage of public consultation (minimum four weeks) and there is no independent examination. Before adoption, the council must prepare a statement setting out the persons/organisations consulted, a summary of the issues raised, and how those issues have been addressed in the SPD.

## Sustainability Appraisal

3.14 All plans, policies and programmes require a Sustainability Appraisal (SA). This involves an assessment of the document's economic, social and environmental impacts and performs a key role in providing a sound evidence base for the plan. A report on the findings is published alongside each consultation stage of the plan and is itself open to public comment.

3.15 The SA process fully incorporates the requirements of the European Directive on Strategic Environmental Assessment (SEA), which requires an assessment of the significant environmental effects of the local plan. The legal requirements to carry out SA and SEA, while different, are usually combined into a single process that meets the requirements of both. The process is set out in figure 3.3 below.

### The Sustainability Appraisal process



3.16 While an SA is not required for SPDs, it is still necessary for the Council to publish a screening report which draws on the SA of the parent Local Plan, and which clarifies whether or not the SPD is likely to lead to any further significant effects. The screening report should also ensure that any requirements under the European Directive are met for the SPD.

- 3.17 Public consultation on other policy documents or site-specific proposals prepared by the council (e.g. management plans, design frameworks, conservation area appraisals) will be undertaken as appropriate, according to the nature and scope of the document concerned.

## Neighbourhood Planning

- 3.18 The Localism Act 2011 introduced neighbourhood plans, which designated neighbourhood planning forums are able to prepare. At this point, the Emsworth Neighbourhood Plan is adopted and part of the development plan. There are no other neighbourhood plans in development.
- 3.19 Neighbourhood plans must be in conformity with national planning policies (the NPPF) and the strategic policies in the local plan. Such plans have the power, if the community so wishes, to promote more development than the local plan. However they cannot promote less development than is allocated to the neighbourhood area in the local plan.
- 3.20 A Neighbourhood Plan must be produced in line with regulations, must be subject to consultation and must be assessed by an independent examination before it can go to a local referendum. If the neighbourhood plan is approved by a majority, then the Council would approve it as part of the development plan and relevant planning applications would be assessed against it.
- 3.21 Any community in the Borough can undertake a neighbourhood plan, subject to meeting the 'qualifying body' requirements set out in legislation and regulations. The first step in this process is to make an application for designation as a 'neighbourhood area' and appropriate 'neighbourhood planning forum' to the Borough Council.
- 3.22 The council will help and support any group designated as a neighbourhood planning forum by making available an officer to act as the main contact for the group. This can help the group in preparing a neighbourhood plan or a neighbourhood development order. This officer can provide guidance to the group on planning matters, and specifically on ensuring that the neighbourhood plan is in conformity with the Local Plan and national planning law and guidance. However, the council is not able to provide financial assistance, or be involved in the actual drafting of the neighbourhood plan.

# 4. Planning Applications

## Publicity for applications

- 4.1 The Council will continue to carry out consultation on all planning applications to meet, and wherever possible exceed, the minimum requirements set out in the Town and Country Planning (Development Management Procedure) (England) Order 2010 as amended (the Order).
- 4.2 A weekly list of all registered applications and appeals is published on the Havant Borough Council website at [www.havant.gov.uk/weekly-list-of-applications-and-appeals](http://www.havant.gov.uk/weekly-list-of-applications-and-appeals); subscribers to the website can choose to accept notifications each time the Weekly List is published. Interested parties can also choose the self-serve weekly lists on the Public Access site.
- 4.3 **Public Notices** for certain types of application are placed in a local newspaper, The Hampshire Independent, which is widely used by local authorities in the county for statutory notices. The Hampshire Independent is a newspaper which is available in the locality to which applications are situated and so complies with the requirements of the Order. The Hampshire Independent can be viewed online at [www.hantsdirect.com](http://www.hantsdirect.com). Planning applications and the local plan are often more widely covered by other newspapers through general reporting.
- 4.4 **Site notices** are displayed for 21 days, on or close to the site of all planning applications which have been subject to a formal public notice in a newspaper. Notices are also placed for proposals affecting listed buildings and conservation areas; for developments for which there are no easily identifiable neighbours; and proposals affecting trees subject to Tree Preservation Orders.
- 4.5 **Neighbour notification** letters are sent to occupiers of premises or land adjacent to the application site. The number of neighbours notified will vary according to the size of the site.
- 4.6 Current applications and appeal documents are publicly available for inspection at the Havant Public Service Plaza and on the council's website.

## Making comments on a planning application

- 4.7 Anyone can comment on a planning application. Representations must be made in writing, using the Public Access comment link, by email or by post. Representations received cannot be treated in confidence and will form part of the planning application file which is available to view online and at the Public Service Plaza. Representations are not acknowledged but commenters are notified of the outcome of the decision, which is also published on the Council's website. All representations are published on-line once they have been submitted to the Council (subject to GDPR).
- 4.8 All comments will be taken into account when the application is determined, but the Council can only properly consider comments on material considerations on relevant planning issues.



<b>Material planning considerations include:</b>
<ul style="list-style-type: none"> <li>▪ Local Plan policies</li> <li>▪ Government guidance and legislation</li> <li>▪ Design, layout and appearance of the proposal</li> <li>▪ Highway safety and traffic generation</li> <li>▪ Loss of amenity (i.e. effect on outlook, privacy or daylight).</li> <li>▪ Effect on important trees</li> <li>▪ Character of an area</li> <li>▪ Noise and disturbance</li> <li>▪ Intrusion into the countryside</li> <li>▪ Pollution (e.g. air or water quality, noise)</li> <li>▪ Flood risk</li> <li>▪ Previous planning applications / decisions</li> </ul>
<b>Issues which are not normally relevant to the planning process include:</b>
<ul style="list-style-type: none"> <li>▪ Loss of property value</li> <li>▪ Loss of private view</li> <li>▪ Competition between businesses</li> <li>▪ The applicant's motives</li> <li>▪ Matters covered by other legislation (e.g. building regulations, licensing, legal covenants)</li> <li>▪ Private disputes regarding land ownership or boundaries</li> <li>▪ Moral objections, such as to the type of business being proposed</li> </ul>

## Determining the application

- 4.9 The Government expects local planning authorities to delegate approximately 90% of all decisions on applications to officers. Havant Borough Council consistently exceeds this target. The remaining applications - predominantly major proposals - are determined by the Planning Committee which usually sits every three weeks and is made up of Councillors from around the borough. A Councillor may make a written request for an application to be considered by Committee. Councillors can request that any application in any part of the Borough is considered by the committee. Such requests must be submitted prior to the end of the publicity period for the planning application concerned, as notified in the weekly list of planning proposals, and be made based on material planning considerations.
- 4.10 If an application is to be considered by Committee, individuals (on behalf of themselves or organisations) and applicants (or their representatives) may personally address the meeting where the decision is due to be taken. Requests for such deputations must be made by prior arrangement.
- 4.11 Information about the committee, future meetings, and agenda papers are published on the Council's website
- 4.12 Where an application is refused permission by the Council, the applicant has the right of appeal. Appeals are determined by the Planning Inspectorate who will take account of all the representations received, along with the appellant's and the Council's cases.

## What we expect from applicants

- 4.13 The Council expects the development industry to adopt a constructive approach to development in the Borough, and to work with the Council, residents and other stakeholders.
- 4.14 Applications may need to be supported by a statement setting out how the applicant has complied with the requirements for pre-application consultation and demonstrating that the views of the local community have been sought and taken into account in the formulation of development proposals. The level of consultation should be proportionate to the scale and significance of the application.
- 4.15 This statement does not seek to be prescriptive about the methods of community involvement that applicants should use to consult on or publicise their proposals. Equally, it does not discourage the use of innovative techniques. To guide applicants, the table below sets out the consultation techniques for the different types of applications at each stage of the process, and who is responsible for carrying them out. Subject to the nature and scale of the proposal, applicants will be encouraged to undertake as many of the suggested measures as possible.
- 4.16 The need for any wider community involvement, and the intentions of the applicant regarding the consultation methods, will be considered as part of pre-application discussions. A statement should be submitted with the application setting out the nature and scale of community involvement undertaken prior to finalising proposals in accordance with the requirements of the SCI.
- 4.17 The Borough Council considers it very important that local people are involved in the development management process as early as possible. The Council therefore encourages applicants on major, significant or sensitive sites to engage with the community before a planning application is submitted. The most commonly used consultation measures designed to address this issue are Development Consultation Forums (DCF's).
- 4.18 Pre-application discussions between the Council and developers/applicants are generally treated as confidential unless and until applicants wish to publicise their proposals with the local community. This can be done independently, but the Council's preferred method, particularly where 'significant' applications are concerned, is to arrange a DCF. These meet in public and provide the opportunity for an applicant or developer to explain proposals directly to Councillors, residents' associations, key stakeholders and the general public at an early stage in the pre-application process. In particular, a Forum will seek to:
- identify any issues that may be considered in a formal application;
  - inform pre-application discussions between officers and the developer; and
  - enable the developer to shape an application to address community issues.
- 4.19 The DCF gives local people a chance to influence proposals at an earlier stage in the development process and aims to reduce delay and frustration in determining applications.
- 4.20 Information about future and past DCF's is published at [www.havant.gov.uk/development-consultation-forums](http://www.havant.gov.uk/development-consultation-forums)

4.21 Applicants are encouraged to make use of active community groups or residents' associations by presenting their ideas to them before submitting a major planning application. A major application is defined as a residential development of ten or more dwellings or 0.5 hectares and /or a commercial development of 1,000 square metres or more than 1 hectare.

**Table 2: Community Consultation on Planning Applications**

Stage		Category of Application		
		Significant*	Major**	Minor/Other***
PRE-APPLICATION	Press release	Applicant		
	Leaflets	Applicant		
	Public Exhibitions/Displays	Applicant		
	Planning/Community Workshops	Applicant	Applicant	
	Community Networks/Forums and Residents' Associations	Applicant	Applicant	Applicant
	Development Consultation Forum	Applicant Council		
	Public Meeting/ Presentations	Applicant	Applicant	
APPLICATION	Community Networks/Forums and Residents' Associations	Applicant	Applicant	Applicant
	Neighbour Notification	Council	Council	Council
	Site Notice/ Press Advert	Council	Council	Council
	Council Website	Council	Council	Council
	Press Release	Applicant	Applicant	
	Leaflets	Applicant		
	Public Exhibitions/Displays	Applicant		
	Public Meeting/Presentations	Applicant	Applicant	

<b>POST-APPLICATION</b>	Where a proposal is amended in a 'minor' way without a new planning application being required, and unless the amendments are insignificant, the Council will normally notify neighbours affected before a decision is reached as to whether the changes are acceptable. Significant amendments to proposals would require a new planning application and therefore would be subject to the Council's usual publicity procedures.
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■ Required action ■ [Optional action](#)



# 5. Administrative Matters

## GDPR

- 5.1 Comments received on the Local Plan and Planning Applications will be published on the Council's websites, but all personal information will be removed in line with the General Data Protection Regulations.
- 5.2 The Council handles all personal data received in line with its Privacy Policy, available at [www.havant.gov.uk/privacy-policy](http://www.havant.gov.uk/privacy-policy).
- 5.3 Both planning policy and planning development also have their own service privacy notices which set out how personal information is processed and who it is shared with. This is available at <https://www.havant.gov.uk/service-privacy-notices>.

## Monitoring & Review

- 5.5 Providing and supporting the range of consultation initiatives set out in this SCI will need to be carefully managed in order to achieve the best balance between what the Council needs to do (its statutory obligations), what it would wish to do (for the most effective community involvement), and the financial and staffing resources available to do so.
- 5.6 The SCI is not intended to be a static document. It needs to be responsive to future developments in any of the various involvement techniques available to the Council. The Council will revise its SCI at least every 5 years, or sooner if monitoring suggests that this is necessary.
- 5.7 The Council will actively monitor the success of its community involvement techniques. This will ensure that the procedures are achieving an effective level of representation amongst the community and that they are making best use of resources. The Council will consider revising the SCI where monitoring information concludes that there is substantial dissatisfaction with the community involvement processes for developing local planning policy or considering planning applications. This will not preclude any minor adjustments to the methods of consultation, or updates to the consultation database.



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NON-EXEMPT

# HAVANT BOROUGH COUNCIL

FULL COUNCIL

21 September 2022

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## 2022-23 MID-YEAR BUDGET REBASE AND Q1 REPORT

### FOR RECOMMENDATION TO FULL COUNCIL

Portfolio Holder: Cllr Tony Denton

Key Decision: No

Report Number: HBC/076/2022

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#### 1. Purpose

- 1.1. This paper is submitted to Full Council with the proposed 2022-23 mid-year revenue budget rebase and quarter one report.
- 1.2. The mid-year rebase is required as a result of the continued work on the separation of joint sharing arrangements with East Hampshire District Council and to assist with the work of the Budget Working Group.

#### 2. Recommendation

- 2.1. Full Council approves:
  - a. The proposed revenue budget rebase for 2022-23
  - b. Delegates to s151 the authority to make the necessary budget virements in order to rebase the 2022-23 revenue budget as set out in the report

#### 3. Executive Summary

##### Mid-year budget rebase

- 3.1. The 2022-23 revenue budget was set and approved in February 2022. The revenue budget was set on the existing structure that was in place at the time, which reflected the shared arrangements with East Hampshire District Council.

- 3.2. On 16 March 2022 Havant Borough Council approved the preferred option and business case for managing the transition and withdrawal from the joint management and shared staffing arrangements at both authorities and to move to a standalone Council.
- 3.3. Following the decision in late March, work was put in place to progress the transition to ensure the ending of shared management arrangements and establishment of a new management structure to be in place during the course of 2022/23.
- 3.4. Alongside the separation, work has continued on the Medium Term Financial Strategy, as part of the Budget Working Group remit, and the budget rebase work has been completed in order to ensure that budgets reflect the realistic costs of service delivery under the new HBC management structure.
- 3.5. The budget rebase work has also allowed the opportunity for the review of new and historical financial targets that have been included in the original 2022-23 budget as well as assigning the necessary budgets to the correct new structures that have been put in place. There has also been the opportunity to now include in the budget the current proposed staffing pay uplift which is considerably higher than was previously included in the 2022-23 original budget.
- 3.6. As a result of the work undertaken, the rebased budget for 2022/23 is as follows with further breakdown included at Appendix 1:

Area	Approved Budget 2223	Budget Amends	Rebased 2223
<b>Funding</b>	<b>-14,430,543</b>	<b>-601,790</b>	<b>-15,032,333</b>
Head of Coastal Partnership	392,843	11,401	404,244
Head of Commercial	6,925,921	266,571	7,192,492
Head of Internal Services	3,920,629	-33,678	3,886,951
Head of Place	1,419,154	266,213	1,685,367
Head of Regeneration & Communities	-220,741	749,246	528,505
Corporate	1,523,884	-1,177,699	346,185
Management Team	468,853	519,736	988,589
<b>Grand Total</b>	<b>0</b>	<b>0</b>	<b>0</b>



3.7. Significant budget changes include the following:

- Removal of payment into a Pension Reserve as a result of the pension fund being fully funded – this amendment is captured within the Funding element which also includes an amendment to the business rates calculation.
- Allocation of staffing and contract inflation across services, previously held on 'Corporate' line
- Addition of a corporate wide vacancy saving of 5% across all service teams to reflect that the organisation will always have an element of staff turnover
- Uplift of all staffing pay scales by £1,925 as opposed to the previous staffing uplift of 2% (approval of pay uplift is still subject to agreement with Unions)
- Increased Norse provision to reflect the increased cost of staffing and fuel
- Reduction in Capita contract cost to reflect the reducing cost of services over the lifetime of contract
- Removal of income targets in property that are unachievable, property income now reflects actuals based on the current portfolio
- The new Havant BC Management Team fully budgeted for within existing management costs
- Staffing costs for new structures fully budgeted for within existing staffing costs
- Removal of unrealistic financial targets within Licensing and Planning
- Increase in Housing budget to reflect increasing costs of homelessness as seen in the 21/22 provisional revenue outturn
- Removal of parking income targets with parking income now realigned to reflect actuals.
- Increased Treasury Management activity resulting in additional funds to the Council by investing cash balances

- 3.8. There have been no amendments to the Capital budget which is included at Appendix 2 with current year variances

#### Quarter One Performance

- 3.9. The Quarter One report reflects the budget rebase work. If the budget rebase work had not taken place then significant variances would likely be reported. The Quarter Two financial report against the rebased budget will highlight any further variances that arise.
- 3.10. There is one significant variance to report which has not been captured fully in the budget rebase work with respect to Norse South East. Negotiations with Norse South East have resulted in an anticipated overspend on the contract price for 22/23 creating a pressure of £175,000. Several factors including minimum wage increases coupled with cost of living crisis have led to an increase in hourly rates for drivers, loaders and operatives. Difficulty attracting and retaining staff to provide a quality service has also resulted in the introduction of an incentive bonus. Whilst additional monies have been budgeted to Norse SE as part of the budget rebase exercise, the £175,000 pressure is in addition and the relevant teams are working to mitigate the impact.

#### **4. Additional Budgetary Implications**

- 4.1. The 2022/23 revenue budget rebase has been completed with regard to the overall revenue resources available. This rebased budget will now be used as a baseline for reviewing the Council's 5 year Medium Term Financial Strategy (MTFS).

#### **5. Background and relationship to Corporate Strategy, Climate & Environment Strategy and/or Business Plans**

- 5.1. Members will be aware that Havant BC has been facing considerable pressures over the past few years on their revenue budget. This has been managed to date by prudent financial management with year on year efficiency savings. The Budget Working Group was established in 2022-23 to review the medium/long term finances with a remit to balance the Medium Term Financial Strategy. The

report of the Budget Working Group and refreshed Medium Term Financial Strategy will come forward to the November Full Council.

- 5.2. In the short term, the current revenue budget contained a number of historical/ legacy targets and new financial targets which did not have clearly identified plans to deliver. Historical financial targets, held on generic budget lines amounted to £413,000 and new financial targets held on generic budget lines amounted to £908,000, a total of £1,321,000 of historical targets.
- 5.3. In addition, as a result of reviewing previous revenue outturn reports there were unachievable budgets within the Housing service, Neighbourhood Support services and Property which required to be addressed. There was also considerable inflationary pressure on the Norse contract and the inflationary impact of the proposed staffing uplift. The current National staffing proposal on pay is a £1,925 on each spinal point resulting in an uplift ranging from 4.04% to 10.50% across salaries compared to a budgeted 2% staffing increase.
- 5.4. Further to the above, the new management team have been consulting over the summer on the proposed staffing structures that will need to be in place for the authority to operate as a standalone Council. These proposals had to be costed and included within the rebased budget.
- 5.5. As a result of the above work Havant BC has a proposed rebased budget which provides a strong foundation. Legacy and new financial targets have either been removed where not achievable or assigned to a specific cost code which they will deliver against. The new staffing structures have been costed and are affordable within the existing budget envelope and the higher proposed staffing uplift has been incorporated into the rebased budget. Overall, through budget virements, the budget remains balanced and will allow for finalisation of the Medium Term Financial Strategy work to create a longer term financially stronger position for the Council.

## **6. Options considered**

- 6.1. The budget has been rebased in order to reflect the new management structure, to assist with future budget monitoring reporting, to incorporate the staffing uplift

and make necessary amendments to budget lines where there were unachievable targets. If the budget remained as was approved in February 2022, reporting against budget would be based on the old structure that was in place prior to the separation and would therefore show significant variances.

## **7. Resource Implications**

- 7.1. *Financial Implications* – the budget reflects the aspiration of the organisation for 2022-23 as per the Corporate Strategy and has been rebuilt on the basis for delivering Council services with the resources required to deliver those plans.

### **Section 151 Officer comments**

Date: 24 August 2022

The re-based 2022/23 revenue budget provides an accurate reflection of the actual costs of service provision and staffing as at August 2022. Future budget monitoring reports to Cabinet and Council will be against this rebased budget which will form the baseline for our refreshed Medium Term Financial Strategy.

Despite challenges, our revenue budget is robust and sustainable with our holding of financial reserves well above average.

- 7.2. *Human Resources Implications* – the proposed new management structure and team structures have been subject to consultation over the Summer with proposals being finalised as consultation draws to an end. All the proposed structures, including any new posts created have been subject to full financial review and costings and have been included in the rebased budget. Revenue budgets have been aligned with the HR 'establishment' to ensure that all approved posts are appropriately resourced and accounted for.
- 7.3. *Information Governance Implications* - none
- 7.4. *Other resource implications* – none



## **8. Legal Implications**

- 8.1. The Council is required to have an approved budgetary framework. The budgetary framework and annual revenue budget is formally approved by Council each February. Any major changes and or reset of the revenue budget requires Full Council approval.

### **Monitoring Officer comments**

Date: 24 August 2022

A resetting of the Revenue Budget has been made necessary by the ending of joint arrangements with East Hampshire DC. New estimates and recalculations of revenue commitments must be reported by Cabinet to Full Council for approval (Constitution Part 3 Section C – Budget and Policy Framework Standing Orders). Council approval is required to authorise the s.151 officer to make the necessary budgetary virements.

## **9. Risks**

- 9.1. Without consideration of the impact of the separation and new management structure there is a significant risk on the short/medium and long term finances of the Council. In addition, the work on the budget rebase feeds directly into the Budget Working Group focus on the Medium Term Financial Strategy.
- 9.2. The forecasted increased cost of the Norse South East contract along with the high cost of providing temporary housing accommodation remain key financial risks which will require consideration and, where possible, relevant mitigation over the coming months.

## **10. Climate & Environment Implications**

- 10.1. Revenue budget has remained in place in order to continue work on delivering the Havant Borough Council Climate and Environment Strategy and action plan.

## **11. Consultation**

- 11.1. The rebased budget has been built in consultation with the new Executive Heads. An update and opportunity to comment has also been provided to the Budget Working Group at its meeting on 16 August 2022 and Cabinet Briefing on 24 August 2022. All staff have been provided with regular updates on the work of the

budget rebase along with initial findings, and progress, from the Budget Working Group.

**12. Communication**

12.1. Subject to approval by Full Council the rebased budgets will be published on the Council website.

**13. Appendices**

Appendix 1 – Original budget, rebased revenue budget and Q1 variances

Appendix 2 - Capital budget and variances

**14. Background papers**

Havant Borough Council 2022/23 Revenue Budget Report – approved by Council in February 2022

Agreed and signed off by:

Portfolio Holder: Cllr Tony Denton

Monitoring Officer: Mark Watkins, Chief Legal Officer

Section 151 Officer: Malcolm Coe, Chief Finance Officer

Appendix 1 – Revenue Budget rebase and Q1 forecast

HAVANT BOROUGH COUNCIL							
SERVICE	FULL YEAR BUDGET (£m)	BUDGET AMENDS	REBASED FULL YEAR BUDGET (£m)	INCOME	EXPENDITURE	QTR 1 YEAR END FORECAST (£m)	QTR 1 VARIANCE TO BUDGET (£m)
Civil Engineering & Landscaping Team (CELT)	0.281	0.011	0.292	(0.515)	0.807	0.292	0.000
Coastal Partners	0.112	0.000	0.112	(3.887)	3.999	0.112	0.000
<b>HEAD OF COASTAL PARTNERSHIPS</b>	<b>0.393</b>	<b>0.011</b>	<b>0.404</b>	<b>(4.402)</b>	<b>4.806</b>	<b>0.404</b>	<b>0.000</b>
5 Councils Contract	2.730	(0.412)	2.318	(1.086)	3.405	2.318	0.000
Housing Benefit	(0.165)	0.010	(0.155)	(24.112)	23.957	(0.155)	0.000
Digital	1.395	0.133	1.528	0.000	1.528	1.528	0.000
Environmental Services	4.119	0.211	4.330	(2.509)	6.840	4.505	0.175
Procurement	0.091	0.053	0.144	0.000	0.144	0.144	0.000
Property	(1.244)	0.272	(0.972)	(3.044)	2.071	(0.972)	0.000
<b>HEAD OF COMMERCIAL SERVICES</b>	<b>6.926</b>	<b>0.267</b>	<b>7.192</b>	<b>(30.752)</b>	<b>37.944</b>	<b>7.367</b>	<b>0.175</b>
Corporate Support	0.192	(0.024)	0.168	0.000	0.168	0.168	0.000
Democratic	0.516	0.030	0.546	0.000	0.546	0.546	0.000
Elections	0.225	0.091	0.316	(0.001)	0.317	0.316	0.000
Emergency Planning	0.063	0.005	0.068	0.000	0.068	0.068	0.000
Facilities	0.534	(0.104)	0.430	(0.081)	0.510	0.430	0.000
Finance	0.621	0.033	0.654	(0.368)	1.022	0.654	0.000
Human Resources	0.357	(0.060)	0.297	0.000	0.297	0.297	0.000
Legal	0.429	0.045	0.473	0.000	0.473	0.473	0.000
Mayoral	0.105	(0.004)	0.101	0.000	0.101	0.101	0.000
Strategy Unit	0.880	(0.046)	0.833	(0.082)	0.915	0.833	0.000
<b>HEAD OF INTERNAL SERVICES</b>	<b>3.921</b>	<b>(0.034)</b>	<b>3.887</b>	<b>(0.532)</b>	<b>4.419</b>	<b>3.887</b>	<b>0.000</b>
Building Control	0.036	0.032	0.067	(0.289)	0.356	0.067	0.000
Climate	0.043	(0.003)	0.040	0.000	0.040	0.040	0.000
Environmental Health	0.962	0.110	1.072	(0.070)	1.142	1.072	0.000
Licensing	(0.115)	0.097	(0.018)	(0.293)	0.275	(0.018)	0.000
Planning	0.494	0.030	0.524	(2.178)	2.701	0.524	0.000
<b>Head of Place</b>	<b>1.419</b>	<b>0.266</b>	<b>1.685</b>	<b>(2.830)</b>	<b>4.515</b>	<b>1.685</b>	<b>0.000</b>
Communities	0.584	0.024	0.607	(0.289)	0.896	0.607	0.000
Enforcement	0.574	(0.133)	0.441	(0.063)	0.504	0.441	0.000
Housing	0.204	0.623	0.827	(1.805)	2.632	0.827	0.000
Parking	(2.102)	0.336	(1.766)	(2.625)	0.859	(1.766)	0.000
Regeneration & Economic	0.520	(0.101)	0.419	(0.010)	0.429	0.419	0.000
<b>Head of Regeneration &amp; Communities</b>	<b>(0.221)</b>	<b>0.749</b>	<b>0.529</b>	<b>(4.792)</b>	<b>5.320</b>	<b>0.529</b>	<b>0.000</b>
Executive Office	0.469	0.520	0.989	0.000	0.989	0.989	0.000
<b>Management Team</b>	<b>0.469</b>	<b>0.520</b>	<b>0.989</b>	<b>0.000</b>	<b>0.989</b>	<b>0.989</b>	<b>0.000</b>
<b>TOTAL COST OF SERVICES</b>	<b>12.907</b>	<b>1.779</b>	<b>14.686</b>	<b>(43.307)</b>	<b>57.993</b>	<b>14.861</b>	<b>0.175</b>
Audit & Insurance costs	0.363	(0.017)	0.346	0.000	0.346	0.346	0.000
Salary Inflation	0.511	(0.511)	0.000	0.000	0.000	0.000	0.000
Inflation and contract uplift costs	0.650	(0.650)	0.000	0.000	0.000	0.000	0.000
<b>NET COST OF SERVICES</b>	<b>14.431</b>	<b>0.602</b>	<b>15.032</b>	<b>(43.307)</b>	<b>58.339</b>	<b>15.207</b>	<b>0.175</b>
<b>FUNDED BY:</b>							
Business Rates Retention	(4.293)	(0.496)	(4.789)			(4.789)	0.000
Business Rates s31 Grants	(1.992)	1.992	0.000			0.000	0.000
Levy Payment on account	1.016	(1.016)	0.000			0.000	0.000
Business Rates deficit	0.000	0.000	3.711			3.711	0.000
Council Tax Demand on the Collection Fund	(9.113)	(0.055)	(9.168)			(9.168)	0.000
Council Tax Surplus	0.000	(0.066)	(0.066)			(0.066)	0.000
New Homes Bonus Grant	(0.474)	0.000	(0.474)			(0.474)	0.000
Lower Tier Services Grant	(0.150)	0.000	(0.150)			(0.150)	0.000
New Service Grant	(0.231)	0.000	(0.231)			(0.231)	0.000
Other Grants	0.000	(0.155)	(0.155)			(0.155)	0.000
Collection Fund surplus/deficit	0.000	0.000	0.000			0.000	0.000
Contributions to/(from) Earmarked Reserves	0.806	(0.806)	0.000			0.000	0.000
s31 Earmarked Reserve	0	0	(3.711)			(3.7)	0
<b>FUNDING</b>	<b>(14.431)</b>	<b>(0.601)</b>	<b>(15.032)</b>			<b>(15.032)</b>	<b>0.000</b>
<b>(SURPLUS) / DEFICIT</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>			<b>0.175</b>	<b>0.175</b>

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Appendix 2 –Capital Budget and Q1 forecast

<b>HAVANT BOROUGH COUNCIL</b>			
<b>CAPITAL PROGRAMME SUMMARY</b>	<b>ORIGINAL FULL YEAR BUDGET (£,000)</b>	<b>QTR 1 YEAR END FORECAST (£,000)</b>	<b>QTR 1 VARIANCE TO BUDGET (£,000)</b>
<b>Housing</b>			
Disabled Facilities Grants	1.628	1.628	0.000
<b>Operational Land and Buildings</b>			
Refurbishment of HBC Play Equipped Areas	0.140	0.140	0.000
Hayling Island Skate Park	0.150	0.150	0.000
Hayling Island BMA	0.500	0.500	0.000
Hayling Island Strategy	0.292	0.292	0.000
Langstone FCERM	0.337	0.337	0.000
Nutrient Neutrality Mitigation	0.250	0.250	0.000
Warblington Bridge	0.300	0.300	0.000
<b>IT Equipment</b>			
Asset Maintenance Management System	0.060	0.060	0.000
<b>TOTAL CAPITAL PROGRAMME</b>	<b>3.657</b>	<b>3.657</b>	<b>0.000</b>
<b>Funded By:</b>			
Revenue funded as Capital	1.628	1.628	0.000
External Grants & Contributions	1.899	1.899	0.000
Use of Specific Reserves	0.130	0.130	0.000
Use of Capital Receipts	0.000	0.000	0.000
Borrowing Requirement	0.000	0.000	0.000
<b>FUNDING</b>	<b>3.657</b>	<b>3.657</b>	<b>0.000</b>
	<b>0</b>	<b>0</b>	<b>0</b>

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NON-EXEMPT

# HAVANT BOROUGH COUNCIL

CABINET

21 September 2022

## Business Rates – Discretionary Rate Relief - Review

### FOR RECOMMENDATION TO COUNCIL

Portfolio Holder: Cllr Tony Denton

Key Decision: No

Report Number: HBC/075/2022

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#### 1. Purpose

- 1.1. This paper is submitted to Cabinet to approve a revised discretionary Business Rate Relief Scheme.

#### 2. Recommendation

- 2.1. Members are requested to recommend Full Council to approve the updated Discretionary Rate Relief Scheme as detailed in Appendix A

#### 3. Executive Summary

- 3.1. This report outlines the review of the discretionary rate relief, for charities, not for profit organisations and hardship relief and updates the existing scheme.
- 3.2. The updated scheme supports the Corporate Strategy in promoting healthier and more active residents by increasing the financial support to sports clubs. The review of the hardship scheme supports a thriving borough economy by financially supporting businesses in certain situations.
- 3.3. Appendix A details the updated Discretionary Business Rates Relief Scheme whereas Appendix B contains a list of organisations who have been, and will, receive Discretionary Rate Relief from the Council.

#### **4. Additional Budgetary Implications**

- 4.1. Government funds 50% of all mandatory and discretionary business rates relief with Havant Borough Council having to fund a 40% share. The proposed changes to mandatory / discretionary rate relief will impact on the retained business rates, however the net amount to HBC, (being only £16k more than the current scheme), is not material. Hardship Rate Relief will be determined on a case-by-case basis.

#### **5. Background and relationship to Corporate Strategy and/or Business Plans**

- 5.1. The existing business rates relief scheme has not been reviewed for several years and therefore requires updating.
- 5.2. The Charities Act 2011 broadened the meaning of 'charitable purpose' to include 'advancement of amateur sport'. This change has now been applied to all organisations within the borough which is reflected in Appendix B. This review also ensures that the updated scheme is applied consistently across all organisations.
- 5.3. The scheme supports the Corporate Strategy in promoting healthier and more active residents by increasing the financial support to amateur sports clubs. The Hardship Rate Relief element has been expanded to help businesses to apply and officers to administer. The review of the hardship scheme supports a thriving borough economy by financially supporting businesses in certain situations.
- 5.6. Historically, the Council has not provided discretionary rate relief to businesses in receipt of the mandatory rural rate relief. The amendment to now award discretionary rural rate relief again supports a thriving borough economy.

#### **6. Options considered**

- 6.1. The Council is required to apply 80% Mandatory Rate Relief, as per the legislation, but also has discretion to apply further relief up to a maximum of 20%, where mandatory relief has been applied. There is also discretion to award up to a full 100% rates relief where no mandatory relief has been applied.

#### **7. Resource Implications**

- 7.1. Central government provide 50% funding for Business Rates Relief with Havant Borough Council funding 40%. The funding apportionment is the same for both mandatory and discretionary relief as follows:

- Central Government – 50%



- Havant Borough Council – 40%
- Hampshire County Council – 9%
- Hampshire Fire and Rescue – 1%

7.2. The adoption of this updated discretionary relief scheme means that over 30 new organisations will benefit from business rates relief. Overall, discretionary rates relief offered by the Council will support over 80 organisations amounting to £169,443, with a net cost to HBC revenue budgets of £67,777 (40%)

**Section 151 Officer comments**

Havant Borough Council has accounted for reduced income from discretionary business rates relief within the base revenue budget. The adoption of a formal scheme, applied consistently to all relevant organisations, will result in a further, relatively small, net cost to the council of circa £16k

7.3. Human Resources Implications

There are no Human Resources implications resulting from this report.

**8. Legal Implications**

**Deputy Monitoring Officer comments**

This report presents a revised Discretionary Business Rates Relief Scheme which, if approved, will form part of the Council's overall Budgetary and Policy Framework. The proposals will benefit a number of local organisations at a small net cost to the authority. The changes are considered to be consistent with the Council's wider policy ambitions in encouraging healthier lifestyles and supporting the local economy.

8.1. The powers relating to the granting of mandatory and discretionary relief are given to the authority under the Local Government Finance Act 1982. Charities and Trustees for Charities are only liable to pay one fifth of the Non Domestic Rates that would otherwise be payable where property is occupied and used wholly or mainly for charitable purposes. This amounts to mandatory relief of 80%. For the purposes of the Act a charity is an organisation or trust established for charitable purposes, whether or not it is registered with the Charity Commission. The provision was extended under the Local Government Act 2003 to registered Community Amateur Sports Clubs.

8.2. The authority has discretion to grant relief of up to a further 20% for these cases under the discretionary provisions.

## **9. Consultation and Communication**

9.1. Adoption of this discretionary business rates relief scheme ensures that the Council complies with government, and other relevant legislation, such as the Charities Act 2011.

9.2. Consultation has taken place with the Portfolio Holder for Finance, Leader of the Council and wider Cabinet. The Revenues and Benefits Contract Manager has been fully engaged throughout.

9.3. Key stakeholders will be informed of the new scheme with the Council's website updated accordingly.

## **10. Appendices**

10.1. Appendix A – Updated Discretionary Rate Relief scheme  
Appendix B – List of Business rate accounts with discretionary relief applied

### Agreed and signed off by:

Portfolio Holder: Cllr Tony Denton – 14<sup>th</sup> July 2022

Deputy Monitoring Officer: Alan Harrison – 1 September 2022

Section 151 Officer: Malcom Coe – 5 September 2022

### **Contact Officer**

Name: Malcolm Coe

Job Title: Chief Finance Officer

Telephone: 07905 164040

E-mail: Malcolm.coe@havant.gov.uk

## Havant Borough Council

### Business Rates – Discretionary Rate Relief (August 2022)

**This scheme is to ensure that Havant Borough Council apply business rates relief in a fair, transparent and consistent manner in compliance with relevant government legislation and guidance.**

There are three distinct categories of discretionary relief:

- Rates Relief for Charitable Organisations, Community Amateur Sports Clubs (CASC), and not for profit organisations;
- Rural Rate Relief and
- Hardship Relief.

#### **Discretionary Business Rate Relief for: Charitable Organisations, Community Amateur Sports Clubs (CASC), not for profit organisations.**

##### Group 1:

**Sports and Leisure Centres** (including the Borough of Havant Sport and Leisure Trust)

If an organisation receives the 80% mandatory relief – 20% discretionary business rates relief will be automatically applied (depending on the organisation's financial position)

**If no mandatory relief is in place** – the council can award **up to 75%** discretionary Business Rates Relief, subject to a review of the organisation's financial position. Decisions in such cases, which have to be approved by the Portfolio Holder for Finance in consultation with the Section 151 Officer, will give regard to the contribution that the organisation makes towards the Council's Strategic priorities

##### Group 2:

**Community Centres**, which will include:

- Havant voluntary infrastructure organisation,
- Havant Borough based sports and social clubs,
- food banks,
- independent museums,
- arts centres,
- youth clubs,
- lifeboat stations and
- scout, guide, and cadet headquarters

(except where premises are used wholly or mainly for trading for profit by an outside organisation or individual).

If an organisation receives the 80% mandatory relief – 20% discretionary business rates relief will be automatically applied (depending on the organisation's financial position)

**If no mandatory relief is in place** – the council can award **up to 75%** discretionary Business Rates Relief, subject to a review of the organisation's financial position. Decisions in such cases, which have to be approved by the Portfolio Holder for Finance in consultation with the Section 151 Officer, will give regard to the contribution that the organisation makes towards the Council's Strategic priorities

### Group 3:

**Amateur Dramatic clubs**, any other such local clubs and organisations whose main objects fall into one or more of the following categories:

- religious,
- social welfare,
- education (excluding schools, colleges, educational establishments etc),
- science,
- literature,
- fine arts and recreation.

**Up to 75%** discretionary relief can be applied, depending on the organisation's financial position. Decisions in such cases, which have to be approved by the Portfolio Holder for Finance in consultation with the Section 151 Officer, will give regard to the contribution that the organisation makes towards the Council's Strategic priorities

### Group 4:

No discretionary relief will be applied to any other organisation regardless of whether or not in receipt of mandatory relief.

The primary purpose of rate relief is to support and promote economic, sports and recreational activity in the area. National, and regional, charity organisations will not, as a rule, be granted discretionary rate relief over and above their mandatory allocation.

### **Discretionary Business Rate Relief applied with Rural Rate Relief**

There are very few organisations in the Borough that attract the government's mandatory 50% Rural Rates Relief. However, organisations that do qualify, and receive, this will automatically be granted 50% Discretionary Rates Relief.

### **Hardship Rate Relief**

In exceptional circumstances, we can give hardship relief to a ratepayer in difficulty. Hardship relief is a discount on the rates payable for a specific period. It's a discretionary relief, which means it's not guaranteed.

Hardship relief can apply if a business is suffering unexpected hardship (financial or otherwise) under the following:

- the circumstances leading to the hardship are both beyond the control of the business and outside of the normal risks associated with running a business
- the difficulties are temporary, and the business has a good chance of being viable in the long term
- the business might fail if we don't give hardship relief
- granting hardship relief is in the interest of local people

Ratepayers will need to show that they are taking reasonable steps to help their own recovery. This might mean, for example, getting business advice, reducing overheads, reviewing pricing, offering discounts, extending the range of stock or services, or negotiating with creditors.

Hardship relief can't be applied for establishing a new business unless the viability of the business is threatened by events that couldn't reasonably have been foreseen.

**Up to 100%** Discretionary Hardship Relief can be applied, depending on the organisation's financial position. Decisions to be approved by the Portfolio Holder for Finance in consultation with the Section 151 Officer.



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Organisation	Property Description	Mandatory Relief %	Mandatory Relief	Discretionary Relief %	Discretionary Relief
MR SIMON WILSON/A STOKE FRUIT FARM	SHOP AND PREMISES	50	-£1,587.20	50	-£1,587.20
1ST HARTPLAIN SCOUT GROUP	HALL AND PREMISES	80	-£1,495.04	20	-£373.76
HAVANT SCOUT ASSOCIATION	HALL AND PREMISES	80	-£1,187.84	20	-£296.96
EMSWORTH MARITIME AND HISTORICALTRUST	MUSEUM AND PREMISES	80	-£1,105.92	20	-£276.48
1ST COWPLAIN SCOUT GROUP	HALL AND PREMISES	80	-£1,781.76	20	-£445.44
COWPLAIN ACTIVITIES CENTRETHE TREASURER	HALL AND PREMISES	80	-£6,963.20	20	-£1,740.80
AGE CONCERN (COWPLAIN)FAO SYLVIA HARRIS	COMMUNITY CENTRE AND PREMISES	80	-£7,065.60	20	-£1,766.40
BOROUGH OF HAVANT SPORT &LEISURE TRUST	SWIMMING POOL AND PREMISES	80	-£137,216.00	20	-£34,304.00
HAYLING ISLAND GIRL GUIDES	HALL AND PREMISES	80	-£1,658.88	20	-£414.72
HAVANT DISTRICT SCOUT COUNCIL	HALL AND PREMISES	80	-£1,658.88	20	-£414.72
NORTH HAYLING PARISH HALL	HALL AND PREMISES	80	-£1,945.60	20	-£486.40
HAVANT MEN'S SHED ASSOCIATION	COMMUNITY CENTRE AND PREMISES	80	-£2,334.72	20	-£583.68
DEVERELL COMMUNITY HALL	HALL AND PREMISES	80	-£3,112.96	20	-£778.24
HAYLING ISLAND COMMUNITY CENTREASSOCIATION	HALL AND PREMISES	80	-£7,270.40	20	-£1,817.60
EASTOKE COMMUNITY ASSOCIATION	HALL AND PREMISES	80	-£2,580.48	20	-£645.12
BOROUGH OF HAVANT SPORT &LEISURE TRUST	LEISURE CENTRE AND PREMISES	80	-£93,798.40	20	-£23,449.60
3RD HAYLING ISLAND SCOUT GROUPSCOUT ASSOCIATION	HALL AND PREMISES	80	-£1,699.84	20	-£424.96
PORTSMOUTH YOUTH ACTIVITES COMM	ACTIVITY CENTRE AND PREMISES	80	-£15,769.60	20	-£3,942.40
PETER ASHLEY ACTIVITY CENTRE					
COMMUNITIES FIRST WESSEX	CAR PARK AND PREMISES	80	-£3,563.52	20	-£890.88
SPRINGWOOD COMMUNITY PARTNERSHIP	HALL AND PREMISES	80	-£4,608.00	20	-£1,152.00
1ST WEST LEIGH SCOUT GROUP	HALL AND PREMISES	80	-£1,146.88	20	-£286.72
WATERLOOVILLE AREA COMMUNITYASSOCIATION	COMMUNITY CENTRE AND PREMISES	80	-£7,680.00	20	-£1,920.00
WESTBROOK HALL ASSOCIATION	HALL AND PREMISES	80	-£2,375.68	20	-£593.92
EMSWORTH COMMUNITY ASSOCIATION	HALL AND PREMISES	80	-£5,324.80	20	-£1,331.20
2ND WATERLOOVILLE SCOUT GROUP	HALL AND PREMISES	80	-£1,638.40	20	-£409.60
1ST EMSWORTH SCOUT GROUP	HALL AND PREMISES	80	-£1,413.12	20	-£353.28
COMMUNITIES FIRST WESSEX	CLUB AND PREMISES	80	-£9,011.20	20	-£2,252.80
R N L IROYAL NATIONAL LIFEBOAT	LIFEBOAT STATION AND PREMISES	80	-£20,480.00	20	-£5,120.00

HAYLING ISLAND BUSINESSMENS'CLUB MINIBUS TRUST	STORE AND PREMISES	80	-£542.72	20	-£135.68
BEDHAMPTON COMMUNITY CENTRE	HALL AND PREMISES	80	-£5,222.40	20	-£1,305.60
PORTSDOWN COMMUNITY CHURCH T/A BEACON FOOD BANK	SHOWROOM AND PREMISES	80	-£15,462.40	20	-£3,865.60
HAVANT BOROUGH TALKING NEWSPAPER	SHOP AND PREMISES	80	-£2,908.16	20	-£727.04
PARK FAMILIES LTD	DAY NURSERY AND PREMISES	80	-£9,420.80	20	-£2,355.20
CITIZENS ADVICE BUREAU	OFFICES AND PREMISES	80	-£11,366.40	20	-£2,841.60
COWPLAIN BOWLING CLUB	BOWLING CLUB AND PREMISES	80	-£1,617.92	20	-£404.48
PARK FAMILIES LTDATTN SARAH LAMBURNE	DAY NURSERY AND PREMISES	80	-£22,528.00	20	-£5,632.00
THE SPRING ARTS & HERITAGECENTRE	ARTS CENTRE & PREMISES	80	-£35,225.60	20	-£8,806.40
THE CHILDREN`S FAMILY TRUST	OFFICES AND PREMISES	80	-£10,035.20	20	-£2,508.80
WECOCK COMMUNITY ASSOCIATION	COMMUNITY CENTRE AND PREMISES	80	-£14,745.60	20	-£3,686.40
HAMPSHIRE FA COMMUNITY TRUST	FOOTBALL PITCHES AND PREMISES	80	-£8,192.00	20	-£2,048.00
THE SCOUT ASSOCIATION	HALL AND PREMISES	80	-£2,498.56	20	-£624.64
STELLA'S VOICE	WAREHOUSE AND PREMISES	80	-£13,324.62	20	-£3,331.16
MAKING SPACE	ART CENTRE AND PREMISES	80	-£352.26	20	-£88.06
MAKING SPACE	OFFICES AND PREMISES	80	-£352.26	20	-£88.06
MAKING SPACE	OFFICES AND PREMISES	80	-£352.26	20	-£88.06
MAKING SPACE	ARTS CENTRE AND PREMISES	80	-£352.26	20	-£88.06
MAKING SPACE	OFFICES AND PREMISES	80	-£352.26	20	-£88.06
MAKING SPACE	ARTS CENTRE AND PREMISES	80	-£348.16	20	-£87.04
MAKING SPACE	ARTS CENTRE AND PREMISES	80	-£348.16	20	-£87.04
MAKING SPACE	ARTS CENTRE AND PREMISES	80	-£2,252.80	20	-£563.20
ST FAITHS PAROCHIAL CHURCHCOUNCIL	DAY NURSERY AND PREMISES	80	-£4,812.80		£0.00
HAVANT HOUSING ASSOCIATION LTDFAO: RAIFE WEST	OFFICES AND PREMISES	80	-£2,457.60		£0.00
FITZROY SUPPORTFAO: ACCOUNTS PAYABLE	SHOP AND PREMISES	80	-£10,547.20		£0.00
BRENT LODGE BIRD AND WILDLIFETRUST	SHOP AND PREMISES	80	-£5,222.40		£0.00
BARNARDOS SOUTHERN ENGLAND	SHOP AND PREMISES	80	-£6,956.18		£0.00
THE GOVERNING BODY OF ST ALBANS C.E. (AIDED) PRIMARY SCHOOL	SCHOOL AND PREMISES	80	-£17,408.00		£0.00
REVITALISE RESPITE HOLIDAYS	SHOP AND PREMISES	80	-£3,481.60		£0.00

BRITISH HEART FOUNDATION	SHOP AND PREMISES	80	-£9,523.20		£0.00
HAVANT & SOUTH DOWNS COLLEGE	COLLEGE AND PREMISES	80	-£417,792.00		£0.00
PADNELL PRE-SCHOOL THE TREASURER	DAY NURSERY AND PREMISES	80	-£2,826.24		£0.00
PHEONIX COMMUNITY ASSOCIATION (CROOKHORN)	HALL AND PREMISES	80	-£2,621.44	20	-£655.36
THE UNITED KINGDOM ISLAMIC MISSION	COMMUNITY CENTRE AND PREMISES	80	-£2,027.52		£0.00
ROWANS HOSPICE	SHOP AND PREMISES	80	-£5,836.80		£0.00
AVENUE LAWN TENNIS/SQUASH CLUB	SPORTS CLUB AND PREMISES	80	-£5,836.80	20	-£1,459.20
SUE RYDER CARE	SHOP AND PREMISES	80	-£6,656.00		£0.00
THE KEMNAL ACADEMIES TRUST / A HAVANT ACADEMY	SCHOOL AND PREMISES	80	-£52,838.40		£0.00
SUE RYDER CARE	SHOP AND PREMISES	80	-£4,014.08		£0.00
MILL RYTHE INFANT SCHOOL THE HEAD TEACHER	SCHOOL AND PREMISES	80	-£17,408.00		£0.00
THE GUINNESS PARTNERSHIP LIMITED	HALL AND PREMISES	80	-£1,536.00		£0.00
HAVANT RUGBY FOOTBALL CLUB LTD	CLUB HOUSE AND PREMISES	80	-£7,475.20	20	-£1,868.80
BRITISH RED CROSS	SHOP AND PREMISES	80	-£4,403.20		£0.00
OFF THE RECORD (S E HAMPSHIRE) LTD	OFFICES AND PREMISES	80	-£2,211.84	20	-£552.96
AS SOON AS POSSIBLE CAT RESCUE	SHOP AND PREMISES	80	-£5,017.60		£0.00
THE TOWPLAIN SCHOOL ATTN DEBBIE PIDGEON	SCHOOL AND PREMISES	80	-£105,472.00		£0.00
ST SAITH'S PAROCHIAL CHURCH COUNCIL	SHOP AND PREMISES	80	-£1,638.40		£0.00
GOVERNING BODY OF WARREN PARK PRIMARY SCHOOL	SCHOOL AND PREMISES	80	-£31,948.80		£0.00
BARNARDOS SOUTHERN ENGLAND	SHOP AND PREMISES	80	-£5,120.00		£0.00
SUE RYDER CARE	SHOP AND PREMISES	80	-£3,604.48		£0.00
THE GOVERNING BODY OF ST THOMAS MORE'S	SCHOOL AND PREMISES	80	-£20,172.80		£0.00
ST CLARE'S PRE-SCHOOL LEARNING ALLIANCE	DAY NURSERY AND PREMISES	80	-£6,963.20		£0.00
SOTERIA TRUST	SHOP AND PREMISES	80	-£2,416.64		£0.00
AGE CONCERN	HALL AND PREMISES	80	-£931.84		£0.00
THE HAYLING COLLEGE	SCHOOL AND PREMISES	80	-£77,414.40		£0.00
HAYLING VOLUNTARY SERVICES	SHOP AND PREMISES	80	-£2,979.42		£0.00
PARK COMMUNITY ENTERPRISES LTD	TRAINING CENTRE	80	-£15,155.20	20	-£3,788.80
PARK COMMUNITY VENTURES					
FAT FACE FOUNDATION	SHOP AND PREMISES	80	-£19,353.60		£0.00
HAVANT & DISTRICT MENCAP	COMMUNITY CENTRE AND PREMISES	80	-£6,348.80		£0.00

SUE RYDER CARE	SHOP AND PREMISES	80	-£2,867.20		£0.00
THE HAVANT YOUTH SAIL TRAININGScheme	BOAT STORE AND PREMISES	80	-£747.52	20	-£186.88
THE ROWANS HOSPICEFAO LISA ORDISH	SHOP AND PREMISES	80	-£2,826.24		£0.00
CANCER RESEARCH UK	SHOP AND PREMISES	80	-£6,041.60		£0.00
P D S A REGIONAL CENTRE	SHOP AND PREMISES	80	-£5,939.20		£0.00
AGE UK	SHOP AND PREMISES	80	-£2,949.12		£0.00
THE LIONS CLUB OF HAYLING ISLANDCHARITABLE TRUST	SHOP AND PREMISES	80	-£1,740.80		£0.00
BRENT LODGE BIRD & WILDLIFETRUST	SHOP AND PREMISES	80	-£3,645.44		£0.00
THE CATHOLIC ACADEMY TRUST INHAVANT	SCHOOL AND PREMISES	80	-£150,528.00		£0.00
ENERGIZE COMMUNITY ACTIVE LTD	WAREHOUSE AND PREMISES	80	-£24,371.20		£0.00
FRONT LAWN PRIMARY ACADEMY	SCHOOL AND PREMISES	80	-£10,240.00		£0.00
FRONT LAWN PRIMARY ACADEMY	SCHOOL AND PREMISES	80	-£15,155.20		£0.00
ANGEL RADIO LTDATTN: MR ANTHONY SMITH	SHOP AND PREMISES	80	-£3,072.00	20	-£768.00
BRITISH RED CROSS SOCIETY	OFFICES AND PREMISES	80	-£1,945.60		£0.00
WATERLOOVILLE CRICKET CLUB	HALL AND PREMISES	80	-£870.40	20	-£217.60
ST BARNABAS HOSPICES (SUSSEX)LTD	SHOP AND PREMISES	80	-£11,673.60		£0.00
AGE UK	SHOP AND PREMISES	80	-£3,153.92		£0.00
STELLA'S VOICE	SHOP AND PREMISES	80	-£4,812.80		£0.00
CROOKHORN COLLEGE	SCHOOL AND PREMISES	80	-£91,340.80		£0.00
THE ROWANS HOSPICE	SHOP AND PREMISES	80	-£3,276.80		£0.00
SUE RYDER CAREFAO: MATEUSZ PISOWICZ	SHOP AND PREMISES	80	-£4,915.20		£0.00
SUE RYDER CARE	SHOP AND PREMISES	80	-£10,649.60		£0.00
PARK COMMUNITY ENTERPRISES LTD	WAREHOUSE AND PREMISES	80	-£6,758.40	20	-£1,689.60
PARK COMMUNITY VENTURES					
ROYAL NAVAL ASSOC CLUB	CLUB AND PREMISES	80	-£7,577.60		£0.00
PURBROOK PARK SCHOOL	SCHOOL AND PREMISES	80	-£69,222.40		£0.00
THE ROWANS HOSPICE	SHOP AND PREMISES	80	-£3,358.72		£0.00
THE PEOPLE'S DISPENSARY FOR SICK ANIMALS	VETERINARY SURGERY AND PREMISES	80	-£21,504.00		£0.00
STELLA'S VOICE	SHOP AND PREMISES	80	-£5,222.40		£0.00
BRITISH HEART FOUNDATION	SHOP AND PREMISES	80	-£8,089.60		£0.00
FAT FACE FOUNDATION	SHOP USED AS FITNESS CENTRE AND PREMISES	80	-£6,553.60		£0.00
ST. JOHNS AMBULANCE	TRAINING CENTRE AND PREMISES	80	-£6,041.60	20	-£1,510.40



THE GUINNESS PARTNERSHIP LIMITED	OFFICES, OFFICE AND PREMISES	80	-£22,323.20		£0.00
SE RFCA	HALL AND PREMISES	80	-£1,904.64	20	-£476.16
SE RFCA	HALL AND PREMISES	80	-£1,024.00	20	-£256.00
THE GOVERNING BODY OF ST PETERS CATHOLIC (AIDED) PRIMARY SCHOOL	SCHOOL AND PREMISES	80	-£37,068.80		£0.00
RSPB	OFFICES AND PREMISES	80	-£1,781.76		£0.00
COMMUNITY CHILDCARE CENTREST/A GROWING PLACES	DAY NURSERY AND PREMISES	80	-£11,468.80		£0.00
PETA LTD	WORKSHOP AND PREMISES	80	-£32,563.20		£0.00
PARK FAMILIES LTD	OFFICES AND PREMISES	80	-£286.72	20	-£71.68
SUE RYDER CARE	SHOP AND PREMISES	80	-£14,131.20		£0.00
THE SALVATION ARMY TRADINGCOMPANY LTD	SHOP AND PREMISES	80	-£6,246.40		£0.00
PURBROOK HEATH BOWLING CLUBTHE TREASURER	BOWLING CLUB AND PREMISES	80	-£1,802.24	20	-£450.56
ST WILFRID'S HOSPICE(SOUTH COAST) LIMITED	SHOP AND PREMISES	80	-£3,727.36		£0.00
CREATING CHAOS	SHOP AND PREMISES	80	-£3,112.96		£0.00
ABILITY HOUSING ASSOCIATION	OFFICES AND PREMISES	80	-£1,331.20		£0.00
HAVANT & SOUTH DOWNS COLLEGE	COLLEGE AND PREMISES	80	-£161,792.00		£0.00
TALL SHIPS LIMITEDTALL SHIPS YOUTH TRUST	WORKSHOP AND PREMISES	80	-£2,252.80	20	-£563.20
STELLA'S VOICE	FACTORY AND PREMISES	80	-£5,120.00		£0.00
THE BORROW FOUNDATIONATTN: NIGEL BORROWS	OFFICES AND PREMISES	80	-£6,553.60		£0.00
HOME GROUP LTD	OFFICES AND PREMISES	80	-£8,192.00		£0.00
REVITALISE RESPITE HOLIDAYS	SHOP AND PREMISES	80	-£6,553.60		£0.00
STOP DOMESTIC ABUSE	OFFICES AND PREMISES	80	-£266.24	20	-£66.56
STOP DOMESTIC ABUSE	OFFICES AND PREMISES	80	-£225.28	20	-£56.32
STOP DOMESTIC ABUSE	OFFICES AND PREMISES	80	-£573.44	20	-£143.36
SOUTHERN DOMESTIC ABUSE SERVICES	OFFICES AND PREMISES	80	-£839.68	20	-£209.92
RELEASING POTENTIAL LTD	WORKSHOP AND PREMISES	80	-£13,824.00		£0.00
DIABETES RESERACH AND WELLNESSFOUNDATION	OFFICES AND PREMISES	80	-£9,011.20		£0.00
PARK FAMILIES LTD	DAY NURSERY AND PREMISES	80	-£4,300.80	20	-£1,075.20
HAYLING COMMUNITY PRE SCHOOL	DAY NURSERY AND PREMISES	80	-£4,300.80		£0.00
PHOENIX PRE SCHOOL	DAY NURSERY AND PREMISES	80	-£8,908.80		£0.00
THE GUINNESS PARTNERSHIP	OFFICES AND PREMISES	80	-£1,269.76		£0.00
SOUTHERN DOMESTIC ABUSE SERVICES	OFFICES AND PREMISES	80	-£593.92	20	-£148.48

SOUTHERN DOMESTIC ABUSE SERVICES OVER THE WALL	OFFICES AND PREMISES	80	-£1,802.24	20	-£450.56
THE INSTITUTE OF HEALTH VISITING	STORE AND PREMISES	80	-£2,990.08		£0.00
COMMUNITY CHILDCARE CENTRES GROWING PLACES	OFFICE AND PREMISES	80	-£1,003.52		£0.00
COMMUNITY CHILDCARE CENTRE ST/A GROWING PLACES	DAY NURSERY AND PREMISES	80	-£10,752.00		£0.00
PARK FAMILIES LTD	DAY NURSERY AND PREMISES	80	-£26,009.60		£0.00
PARK FAMILIES LTD	COMMUNITY CENTRE AND PREMISES	80	-£5,427.20	20	-£1,356.80
ROWANS HOSPICE	COMMUNITY CENTRE AND PREMISES	80	-£563.20	20	-£140.80
BRITISH LEGION CLUB	SHOP AND PREMISES	80	-£6,144.00		£0.00
HAVANT & WATERLOOVILLE FOOTBALL CLUB	CLUB AND PREMISES	80	-£8,682.61		£0.00
EMSWORTH SLIPPER SAILING CLUB	FOOTBALL GROUND AND PREMISES		£0.00	75	-£9,636.94
EMSWORTH SLIPPER SAILING CLUB	CLUB AND PREMISES	80	-£4,391.20	20	-£1,097.80
MENGEHAM RYTHE SAILING CLUB	BOAT STORAGE AND PREMISES	80	-£1,516.96	20	-£379.24
HAYLING ISLAND SAILING CLUB	CLUB AND PREMISES	80	-£3,202.45	20	-£800.61
EMSWORTH SAILING CLUB	CLUB AND PREMISES	80	-£28,467.20	20	-£7,116.80
EMSWORTH SAILING CLUB	BOAT STORAGE AND PREMISES	80	-£5,788.41	20	-£1,447.10
EMSWORTH SAILING CLUB	CLUB AND PREMISES	80	-£6,187.61	20	-£1,546.90
EMSWORTH SAILING CLUB	CAR PARK AND PREMISES	80	-£3,193.60	20	-£798.40
EMSWORTH SLIPPER SAILING CLUB	CLUB AND PREMISES	80	-£63.87	20	-£15.97
ENTERPRISE CIC	COMMUNITY CENTRE AND PREMISES	80	-£3,725.86	20	-£931.47
			-		
			£2,394,056.97		-£169,443.49

## **Leader of the Council – Councillor Alex Rennie**

### **Policy development**

Work has been underway on refreshing our Corporate Strategy. Our current Corporate Strategy was developed and approved during the joint management arrangements and the new refreshed Corporate Strategy will reflect our ambitions as a standalone Council. Management Team and Cabinet have held various sessions to review and consider the emerging Strategy and staff have also been involved in its development with feedback incorporated from the all staff event in July. The new Strategy will clearly set out our vision for the Borough and how we plan on delivering that vision. Key projects will be highlighted which will be taken forward for delivery and the benefits of those projects will be clearly articulated with a link back up to the vision.

### **Council performance against corporate strategy**

Quarter One performance report was taken forward to Cabinet in September which included our work on the mid-year budget refresh to reflect our new management team and staffing structure.

The quarter has seen the implementation of a balanced scorecard looking at our performance against four quadrants (customer and community, learning and growth, financial and internal processes). The balanced scorecard will be further developed to reflect the refreshed Corporate Strategy for quarter two onwards.

In terms of performance, our internal processes continue to perform strongly. Our planning key performance indicators for turnaround time of planning applications are all within target and our collection rates for Council Tax and Business rates are on target. Our waste collection service continues to suffer from national shortages of qualified HGV drivers with the number of missed bins higher than we would like, this is also impacting our customer service performance. However, work has been ongoing with Norse to improve the service and ensure that recruitment is prioritised with incentive-based initiatives.

### **Regeneration**

#### **Waterlooville Town Centre**

Officers are now commencing work on a strategic plan and timeline to progress regeneration in Waterlooville. This incorporates;

- short-term measures to improve the physical appearance and fabric of the town centre
- public and business engagement utilising the forum set up in October for the Local Plan

- development of a deliverable master plan and vision for the town centre including a consultation process and communications plan with a commitment for this to be completed by June 2023
- attraction of public and private sector investment
- capacity & resources required to deliver

### **UK Shared Prosperity Fund Investment Plan**

Under the UK Shared Prosperity Fund, Havant BC has been allocated £1m of Government Funding over a 3-year period. This is to support a programme of activity under the three national themes of 1) Communities & Place 2) Support Business 3) People and skills.

Havant's allocation is as follows;

	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>total</b>
Havant	£101,794	£203,588	£694,617	£1,000,000

In order to start to draw down the funding, Havant BC submitted an initial investment plan to DHLUC on 29 July. We expect the plan will be approved and the first payment made in October 2022. The content of the investment plan can be reviewed and refined over the fund's 3 year timeframe.

# Cabinet Lead Reports



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## **Deputy Leader of the Council and Cabinet Lead for Community Safety and Transformation – Councillor Narinder Bains**

### **Community Safety**

The Community Safety team has been successful in bid for funding for “Safer Streets 4” under the heading of “The Solent Stands Together”, the bid in partnership with Portsmouth, Fareham, Gosport and the Isle of Wight will see additional steps taken to combat Anti Social Behaviour and provide “SafePlaces” for vulnerable women and girls to report issues and receive support.

The Team has also secured Partnership funds for MOTIV8 and Y Services to provide outreach workers to engage with young people at risk of becoming embroiled in the criminal justice system through involvement in groups engaging in anti-social behaviour in parks open spaces and Town Centres.

Community Safety officers have recently met with senior Police Officers and Meridian Centre Management in relation to enhancing Partnership working in Havant Town Centre.

### **Enforcement & prevention services**

Work is ongoing to build the new enforcement and prevention services with the aim to deliver a multi-skilled seven day a week response and evidence gathering resource. We have completed the initial evidence gathering exercise and will look at the delivery model

Planning enforcement officers are facing unprecedented demand on their services which is resulting in associated delays in service delivery. The team are currently prioritising category 1 and 2 cases i.e. those where permanent harm is likely to occur such as listed buildings, tree preservation orders and those cases with the biggest community impact such as new developments. This is leading to delays in service delivery causing some customer dissatisfaction. To address this issue Neighbourhood Quality Officers have received training to provide uniformed site visits and undertake category three cases such as untidy sites, unlawful advertising and businesses operating from home. The recruitment of a Principal Planning Enforcement Officer is currently ongoing.

### **Environmental health**

HBC, in partnership with Southern Water have launched a real-time water quality testing buoy off the coast of Hayling Island. The monitoring device is fixed to a buoy around 400 metres offshore of Beachlands Central, and will automatically measure the water quality every few minutes, which SW and HBC will openly share with the public later this year, although prior to doing so we are currently undergoing a period of calibration and data interpretation.

### **Solent Freeport**

Full business case has been submitted and we await confirmation of success in the Autumn.

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## **Cabinet Lead for Environmental Services – Councillor Lulu Bowerman**

### **The Executive Delivery of environmental and amenity services under the Norse joint venture contract.**

The national shortage of drivers continues to put pressure on services through the recruitment and retention of drivers  
Agency workers are available to fill gaps on most occasions for both drivers and loaders.

### **Customer Services**

Executive Director of Commercial (and therefore the Norse contract), Chris Bradley and the new Customer Service Liaison team are working hard to improve the processes between HBC, Norse and Capita so there is clearer lines of responsibility and responses defined, while also answering any complaints.

The Norse Client Liaison Team are now fully staffed and they have asked that any requests for information or an investigation are **not** sent to them personally but are emailed to:

[HBCenvironmentalservices@havant.gov.uk](mailto:HBCenvironmentalservices@havant.gov.uk)

This enables the team to deal with individual tasks from a shared source which enables any member of the team to pick up work if a colleague is off sick or on leave.

If the enquiry is a new enquiry/complaint these must be logged with Customer Service in the first instance so the information is recorded and held within the data base and given a customer service reference number.

### **Waste Collection Services**

The collection of general waste and re-cycling continues satisfactorily but there are still issues with garden waste and bulk glass collections.

Bulky waste and bin deliveries are working normally and are up to date.

### **Garden waste**

Although the overall number of garden waste collection customers is manageable, the renewal process has created an imbalance in the daily scheduled collections with some days having more than they can manage.

The garden waste rounds' re-balancing review has now been finished and implementation planning is almost complete, with special consideration being given to issues with new properties and estates in Waterlooville and Havant.

Customers will be given ample notice of any change to their collection day.

**Grass cutting:**

The heat wave during July and August had an impact on the growth of grass, weeds etc which enabled the teams to catch up on their scheduled service performance.

We are working with Norse to improve the reliability of scheduled grass cuts in the future and to improve the information that can be shared about the programme.

**Hayling Island Services**

The re-organisation of teams on Hayling Island have produced a much-improved service during the summer season, although we will continue to look at litter bin capacity after hours during hot weather in the future. Most comments from the public relate to the period when staff are not on duty and visitors remain on the beach and in the locality later in the evening.

**Glass collection services**

Glass collections are currently proving inconsistent and this is being regularly reviewed by Norse and HBC officers.

Norse are endeavouring to empty full containers in good time and to clear bags, boxes and broken glass on the floor around the bins.



## **Cabinet Lead for Finance – Councillor Tony Denton**

### **Finance & Treasury**

As presented to Council in February 2022, our financial position remains challenging. Although a balanced revenue budget was approved for 2022/23, our published 5- year Medium Term Financial Strategy indicates a funding gap of £2.6m.

Over recent months we have been re-aligning the 2022/23 revenue budget to match with the new organisational structure for Havant BC. In undertaking this work we have performed a detailed analysis against all service and staffing lines to ensure that the revised budget accurately reflects expenditure commitments under each Executive Head of Service. Known budget pressures, such as spend on housing people in temporary accommodation and waste services through Norse, have been addressed through bringing in savings and income elsewhere such as the reducing cost of the Capita contract and surplus income from Treasury Management.

The re-based 2022/23 revenue budget will form the basis of a revised Medium Term Financial Strategy which will be presented to Cabinet in November 2022.

A new Finance structure has now been approved for Havant and progress has been made in making appointments to several posts which will provide greater resilience and capacity moving forwards.

A revised Discretionary Business Rates Relief scheme is presented to Council at this meeting which details how the council will be using discretionary powers to support over 80 local sports and community clubs which aligns strongly with our corporate priorities. This new scheme represents excellent value for money with a net cost to the council of circa £67k per annum.

### **Council Tax - Energy Rebates - £150 payments**

The application process ended in June, bank checks were conducted and payments to nearly 8,500 households, totalling around £1.275m were paid into bank accounts.

A final sweep of payments will be made in July, where circumstances have changed or where further checks have now been made.

The final step in the mandatory scheme is to credit Council Tax accounts (approx. 5,900 households) with a payment £150, where we have been unable to pay, or an application has not been made. A new bill will be sent with revised instalments reflecting this additional payment. A covering letter will also be included and a refund form if the account is now in credit. The work is planned to be completed in July, which means we are in advance of the government's deadline of the end of September.

Since the scheme started in April a total of 39,620 payments have been made, totalling £5.943 million.

Once the mandatory scheme is complete, we will launch the discretionary scheme. This scheme mainly supports households receiving Council Tax Support on 1<sup>st</sup> April 22, in bands E to H.

## **Mayoralty**

The Mayor's Office over the last few months have been putting plans in place for events, both official engagements for the Mayor to attend and those that are being arranged by the Mayor's Office directly, where there is a need to support national event(s). These include:

**Remembrance Sunday Parade's at Havant, Hayling Island and Emsworth on 13th November 2022:** The Council have been working with relevant organisations to ensure that all Health and Safety measures are followed, that all processes set down by the Council and Police are complied with, and that the appropriate Risk Assessments are in place.

**Holocaust Service on 27th January 2023,** working with Cllr Leah Turner who is the lead Cllr for the event. As a Council, we will also work with other organisations to promote and organise the event. In doing this we would always normally have a number of other LA's attending our event, as they do not organise one.

In addition to these events, the Facilities Manager works very closely with the Mayor, Mayor's Secretary and the Portfolio Holder to update and give the assurance that the budgets against the mayoralty for facilities support and other associated budget lines remain on track. There are no areas of concern that need to be raised at this time. Work is underway to review the mayoral provision, to ensure this vital function remains well supported, going forward.

## **Corporate governance**

The Annual Governance Statement (AGS) 2021-22 was reviewed by the Audit & Finance Committee and the draft will now be incorporated into the draft Annual Statement of Accounts which will be published in due course. The final version of the AGS and Statement of Accounts 2021-22 will be finalised once reviewed by External Audit.

At its last meeting the Audit & Finance Committee approved the updated Corporate Governance & Risk Policy, the Local Code of Corporate Governance and the update RIPA (corporate surveillance) Policy. All these updated documents have been published on our website and are available for viewing.

As part of the transition work an updated Policy Register has been established and will be used to manage the updating and reviewing of all policies going forward.

## **Cabinet Lead for Local Plan, Environment and Water Quality – Councillor Elizabeth Lloyd**

### **Planning Policy**

On 16<sup>th</sup> March, Full Council voted to commence the production of a new local plan for the Borough.

This Full Council marks the first key step in the production of that new local plan, named Building a Better Future. Following scrutiny at the Planning Policy Committee on 6 September, the Full Council will today be considering the consultation on this local plan.

More detail can be found in the report which accompanies this agenda item and its appendices.

### **Water Quality**

Over the summer period, a great deal of consultation has taken place on the future of water supply and wastewater treatment in our area.

Firstly, Southern Water undertook consultation on the proposed project to use recycled water from the Budds Farm Wastewater Treatment Works, to top up the Havant Thicket Reservoir prior to it being pumped to the Southampton area for further treatment to drinking water standards.

The Council fully recognises the significant and urgent need to address Hampshire's water shortfall and welcomes the efforts that are being made by Southern Water, not least the rivers Teste and Itchen, two heritage chalk streams, must be protected and enhanced due to the rarity of these habitats. Nonetheless, the Council's response raised serious concerns relating to the use of recycled wastewater as a new water source to top-up the Havant Thicket Reservoir and stated the Council's opposition to any such use.

It is understood that whilst this technology is used widely overseas, mainly in the USA, this would be the first project of its kind in the UK. It is therefore of the utmost importance that the project and the proposal are correctly scrutinised to ensure it is the most appropriate way to deliver safe drinking water in an environmentally responsible manner. Our view is this necessitates additional engagement and scrutiny beyond what has taken place so far.

Further concerns were raised regarding the use of the Brockhampton West site for the proposed pumping station and filtration plant. Recent planning permission which was granted for the site would bring forward up to 29,000 sqm of commercial floor space and support between 335 and 652 jobs, depending on its final commercial use.

It was suggested through the response that engagement with our residents needs to be on an ongoing basis between now and when Southern Water submit the Development Consent Order and a further, statutory consultation should take place.

The Council remains supportive of the Havant Thicket Reservoir based on the permitted scheme to use surplus water from the Bedhampton Springs. It should be noted that the current reserved matters application (APP/22/00681) relates to the approved scheme and not Southern Water's proposal.

Moving forwards, we look to Southern Water to roll out a further package of engagement, focussing on raising awareness of the project and what it entails.

The second consultation was on Southern Water's Draft Drainage and Wastewater Management Plan (DWMP) for the East Hampshire Catchment. The Council's response recognises the need for the DWMP to provide a long-term investment plan for drainage and wastewater management to ensure it meets the needs of both customers and the environment into the future. However, the Council would have expected to see proposals to upgrade Budds Farm Wastewater Treatment Works to feature front and centre, but instead there was only very limited detail.

The need to increase storage or a programme for the separation of surface water as an investment need, was welcomed. However, concern was expressed because the proposal seeks only to reduce frequency of urgent releases of partially treated waste water to less than 20 per annum. The focus should be on ending the use of Combined Sewage Outfalls altogether. Investment should be directed towards upgrades to the sewer system to divert rainwater in times of heavy rainfall.

Regrettably the draft DWMP was also not presented well, with documents unduly technical and inaccessible without non-technical summaries. It focussed on the process to arrive at a DWMP, rather than identifying the problems and setting out a series of planned improvements with timeframes and costs.

There is clear concern with the recent performance of Southern Water due to the record £90 million fine it received for 6,971 unpermitted sewage discharges. Whilst the company says it has changed, residents in this borough need to be able to clearly identify Southern Water's plans to understand how this they may affect service delivery, and ultimately how the DWMP will protect rather than pollute the environment - especially our rivers, harbours and seas.

### **Climate Change and Sustainability**

Arguably the most pressing concern facing the UK at this time is the inflation in the cost of energy. In a borough with a higher than average levels of deprivation and ill health, the increases expected in the cost of energy could drive many households further into poverty.

Addressing the energy efficiency of the Borough's homes is critical in the long term, to addressing the causes of climate change, to meet net zero and reduce long-term temperature rises. In the short term, this can have a direct and meaningful impact on the bills that residents will face. As such, ensuring that residents have access to energy efficiency improvements is a key priority.

Havant Borough Council is part of the Warmer Homes consortium of 21 local authorities, led by Portsmouth City Council. The consortium was successful in their bid to the Department for Business, Energy and Industrial Strategy across two funding streams. A total of £31.8 million was awarded across the 21 authorities.

Through the grant funding process, eligible households can gain access to up to £10,000 if "on" the gas network or £25,000 if "off" the gas network. In order to be eligible, households must have an Energy Performance Certificate of E, F or G (a limited number of D rated properties can be funded) and either an annual household income of £30,000 or less, or receive a means tested benefit.

The funding can be used to provide:

- Solid wall insulation
- Cavity wall insulation
- Room-in-roof insulation
- Underfloor insulation
- Loft insulation
- High heat retention storage heaters (off-gas homes only)
- Air source heat pumps
- Solar PV panels
- Heating controls

To date, 186 properties within the Borough have had a direct mailing informing them that they are likely to be eligible for the funding. Further communication will be taking place shortly to encourage as many households who can benefit from this scheme as possible to sign up.

Further information can be found at [www.warmerhomes.org.uk](http://www.warmerhomes.org.uk). Any households who consider they could be eligible can apply either online or by calling for free on 0800 038 5737.

### **Bathing water standards**

The Beach Buoy was deployed with its water quality monitoring was installed on Tuesday 23<sup>rd</sup> August, at around midday. RS hydro had a video drone on board the vessel which was used to gather images & film of the installation procedure.

The installation went smoothly, with the deployment location within 120m of the target location. A local notice to mariners was issued on The Council's behalf by Chichester Harbour Conservancy, and the Langstone Harbour Board has also



publicised the deployment. The buoy is, for safety purposes, clearly marked in low light / at night strobe. Calibration sampling will now be undertaken.

## **Cabinet Lead for Levelling-Up – Councillor Tim Pike**

### **Levelling Up Fund - Havant Town Centre**

The Levelling Up Fund application for the delivery of the first phase of the Regeneration of Havant Town Centre was submitted to Government on 28 July, ahead of the 2 August deadline. The proposed project incorporates redevelopment and refurbishment of the Meridian centre to deliver increased cultural, employment and educational opportunities alongside contemporary town living and an enhanced retail and commercial offer.

With the Council's support, Hampshire County Council have also submitted a separate bid as Highways Authority for the replacement of Havant Station footbridge. We expect a decision on whether each application has been successful in October 2022.

### **Link Up Leigh Park**

To move forward in supporting young people aged 16-24 living in Leigh Park, Havant Borough Council has been a recipient of funding awarded by The Health Foundation that will aim to deliver and facilitate projects to empower young people to access opportunities in training, skills and employability. The Link Up Leigh Park Programme will take place over a 3-year period and will promote young people to take steps towards employment and quality, healthy living.

Connected to the Link Up Leigh Park Programme is the Link Up Employability Hub. This is a DWP partnership programme working with Havant and Cosham Job Centre to support young people across the borough with funding for 2 years. The youth employment service is designed to support young people into education, employment and training. The service was formally launched on the 8<sup>th</sup> September at Leigh Park Learning Centre.

If a 16-24 year old living in the Borough would like to access the service of the Link Up Employability Hub, you can fill out a referral form here: <https://www.havant.gov.uk/make-contact-our-link-hub-team>

### **Plaza**

A project team has been set up to look at the next steps for the Café area. The Property Team are in the process of appointing an agent to find a suitable new occupier, and the agent will contact interested parties once this is known.

For Councillors information, the Leaders Room has now been relocated from the ground floor to B block first floor in B144. The Members room remains in its current location (B025) on the ground floor with an additional table added for larger meetings for members use.

The old Members Room (first floor B Block) has now been returned to the wider use of those working in the Plaza and added to the room booking system for staff to utilise.

## **Capita 5 Councils**

We continue to monitor the 5Cs Contact performance and support Mendip District Council as they prepare to exit as they move to a unitary authority in March 2023.

Officers have recently attended a 5Cs IT Roadmap workshop with Capita to capture and plan for the Councils IT requirements up until the end of the 5Cs Contract in September 2025. Planning is underway on the Council's Digital strategy post the 5Cs Contract.

## **Civil Engineering and Landscape Team**

### **Warblington Footbridge Feasibility – HBC CIL Funded**

Network Rail (NR) and its design contractors are working on three options for the footbridge. An internal review workshop is planned for the 23<sup>rd</sup> September, from which a front runner option is to be progressed along with the Disability Impact Assessment (on which CELT will be working with NR). This stage (GRIP3) is on track to be completed by December.

### **Havant Park Tree Damage**

CELT are overseeing the works to rectify the damage caused by the fallen London Plane tree at the entrance to Havant Park. The tree has been removed and a large section has been retained to create a sculpture for the jubilee. Works to make safe railings and walls have been completed by NORSE.

### **Bushy Lease Cycle Route – HBC CIL Funded**

An interim Arboricultural Impact Assessment (AIA) and a Method Statement have now been produced and reviewed. Further work, including an additional site visit is being carried out in September and the finalised report is expected in October. The ecological report detailing the extent of the bat corridor through the route is being rewritten and is due to be delivered in September / October. Nevertheless, the design for Phase 1 (Park House Farm Way to the Hermitage stream) is ongoing and is due to be completed by September.

The detailed design of the section (Phase 2) of the route from the Hermitage stream to Fitzwygram Way must avoid the bat corridor and will therefore be finalised following the delivery of the report. However, it is due to go out to tender at the same time as Phase 1.

### **Hobby Close, Waterlooville – drainage: CIL neighbourhood fund & WeBig Local**

L&S Waste has been appointed as the contractor, but due to the need to obtain approval for pre-start planning conditions the works on site have been re-arranged to start in spring 2023 for 10 weeks, to avoid working in the wet (and muddy) season.

**Scratchface Lane, Bedhampton recreation ground**

No further design work on this project will be undertaken until we have practical experience from the similar Hobby Close scheme (above).

**Transforming Cities Fund – HCC / DfT Funded****Elmleigh Road:**

Contract Audit stage 1 has been completed and documents and drawings are being reviewed ready to submit for Contract Audit stage 2 on 5<sup>th</sup> September. This will allow the scheme to proceed to tender for delivery on-site in 2023 – site supervision will be undertaken by HCC. Dedication of land owned by HBC to be within an extended highway boundary is being progressed in parallel with this process.

**Leigh Park Local Access Zone:**

Both Botley Drive and Purbrook designs have been completed with both projects currently out to tender, return date 12<sup>th</sup> September. We expect to appoint a contractor late September. Proposed Construction end of October 2022.

**Bedhampton Road:** Detailed design on a revised scheme incorporating a westbound bus lane at the bus stop is drawing to a close with the aim to be at tender by the end of September and on site early in the new year.

**Rusty Cutter Link Road congestion scheme – HBC CIL Funded**

Discussion with planning colleagues regarding the scope of the CIL funded scheme is to be agreed. This will concentrate on delivering the cycle route element of the CIL project, with carriageway changes perhaps to be proposed through developer contributions. An application for funding as a Designated Fund (DF) scheme through National Highways is also being sought, with no objection in principle at this stage; if this is successful it would be possible to carry out both the carriageway widening and creating the cycle track, at the same time. However only National Highways officers can apply for the DF funding, so CELT will be liaising with them to progress any design with the CIL funding in this scenario being match funding to any DF award.

**Emsworth Town Centre Accessibility - HCC Funded**

Emsworth Town Centre Accessibility comprises 3 schemes: 1. Havant Road (Improving accessibility for cyclists), 2. Victoria Road (Safer routes to school) and 3. Bridge Road (Improving accessibility for pedestrians). Design on the Havant Road scheme has been completed and the plans passed to HCC for implementation as a maintenance project timed for Q3 2022 due to the timescales involved in the revoking the TRO for the mandatory cycle lane between Highland Road and Bridge Road. Consultation to revoke the TRO has commenced and the entire process may take up to 6 months. Design of the Victoria Road scheme has been approved in-house and the drawings have been forwarded to the client for approval. We are still awaiting approval from the client but in the meantime a Bill of Quantities and contract documents are being drawn up. Once the client confirms the design is approved it

will be forwarded to Asset Management for the comments / approval. Design on the Bridge Road scheme has commenced.

### **Local Walking and Cycling Infrastructure Plan (LCWIP) – HCC Funded**

The public consultation has been carried out on the draft LCWIP. This is now being subsumed as an element of the development of the new Local Transport Plan 4 (LTP4) which HCC expects to have in place next spring.

### **Milton Road Bus layby and Elettra Avenue HBC CIL Funded**

**Milton Road:** HCC Asset Management comments about the concrete layby are now being incorporated into the design.

**Elettra Avenue:** Drawings have now been checked and recommended changes have been incorporated into the design. The drawings are awaiting final in-house approval. Implementation of this design may be delayed to allow negotiations with the local developers over additional financial contributions. This would allow the CIL funding to be spread further.

### **Hambledon Road – HBC CIL & WCC Funded**

The design of the Hambledon Road scheme includes a raised table at the junction with the Hundred and this has been sent to the Road Safety Audit for comments. We are awaiting their response and have sent them a reminder.

### **Havant Rugby Football Club – HBC CIL Funded**

Funding resolved and aiming to be on site during the October half term.

### **Hooks Row, Leigh Park Shared Path – HBC CIL Funded**

Scheme near completion with small outstanding works required including signage and lining, awaiting HCC approval as within highway. HCC needs to get the TRO in place. Updated drawings have been sent to HCC

### **Northney, Surface Water Drainage – HBC funded**

Works to be brought forward, creating a forebay at the culvert outfall and some 'bagwork' adjacent to the resident's garage to reinforce that side of the watercourse.



**Cabinet Lead Report – 21<sup>st</sup> September 2022****Councillor Gwen Robinson****Cabinet Lead for Affordable Housing, Communities and CIL****Community relations, including sport, leisure and play parks****Emsworth Recreation Ground Pavilion Refurbishment**

Planning approval has been granted for the refurbishment of Emsworth Pavilion and officers will now focus efforts towards gaining all necessary funding in order to go out to tender for the construction works. In partnership with PDP Architecture officers will work to produce a specification for works and to understand the final associated costs for the project.

**Front Lawn Recreation Ground and Bidbury Mead play area refurbishments**

Officers are leading on the consultation, design and writing specifications for these play area refurbishments. Community consultation, delivered through the new Citizen Lab online platform and working with the Insight team, closes at the end of August. The results will guide the specifications ready to go out to tender. CIL neighbourhood funding of £115k has been secured to deliver each of these projects.

**Get Up and Go Havant**

The Get Up and Go project has relaunched its new programme with offers for residents of the borough with physical or mental health conditions. Including a new yoga class in Emsworth, chair-based yoga, coastal rowing and guided walks, with Dementia friendly cricket and lawn bowling in two locations launching in September and October. This new timetable and project approach is successfully engaging a new demographic within the community.

The project also serves as a hub for signposting to other local activities and services, with several residents already having been successfully guided towards other opportunities as a result of the website and personalised assistance.

**Hayling Island Volleyball Court**

The refurbishment of the sand volleyball court on Hayling Beachfront has been completed following severe storm damage in 2021. The £15,000 section 106 funded project was completed by Merrid Ltd, for the start of the school summer holidays, allowing residents and visitors the chance to be active on court.

**British Kitesurfing Championships**

Following the cancellation of the 2022 Kitesurfing Armada festival, the British Kitesports Association wish to continue to deliver the British Kitesurfing Championships on Hayling over the weekend of the 10<sup>th</sup>/11<sup>th</sup> September. Officers have liaised with event organisers to manage their event application process and supported in managing practical considerations regards event delivery, including adequate provision of sanitary and waste facilities, together with Norse.

## **Hayling Island Skatepark**

Contractors, Maverick, are currently on site and works are nearing completion. A final safety inspection will be undertaken on the 7<sup>th</sup> September. Following formal safety sign off the skatepark will be opened and ready for use.

An opening party is currently being prepared in partnership with the Hayling Island Skatepark group and is expected to take place in October.

## **Allocation of neighbourhood Community Infrastructure Levy to projects**

£115,000 of CIL neighbourhood funds has been allocated to each of Front Lawn Recreation Ground Play Area refurbishment and Bidbury Mead Play Area refurbishment. This will fully fund each project.

## **South Western Railway Community Improvement Fund**

Officers are looking to put in a bid to launch a 'Grow it, Cook it, Eat it' project in the Leigh Park or Bedhampton area. Officers are investigating working in partnership with Park Community School, Norse and other community organisations that may benefit from this project. Sources of match funding are currently being identified if the bid is successful.

## **Homes for Ukraine**

Officers in the Community team have recently taken over as community lead for Havant as this work was previously facilitated by EHDC. Working in partnership with other organisations, officers are supporting both hosts and guests in the Borough. Officers are working with the Housing team on the rematching programme and supporting them in contacting all current hosts. They are also liaising with Citizens' Advice to ensure there is help available for those who need assistance with benefits and other advice. Working with Community First and other community organisations the team will look at what support is available across the Borough for both hosts and families. Monthly meetings are now set up to provide a platform for any organisation that supports Ukrainian families and hosts to support co-ordination, prevent duplication and identify gaps. To assist our guests further, we are also exploring English as a second language (ESOL) courses and looking at the covid vaccination status of the guests.

## **Major New Development sites**

Work continues to support 5 major new developments across the Borough. There are now two dedicated officers within the team that facilitate regular liaison between developers, ward members, existing residents and relevant stakeholders.

## **New Armed Forces HR policy**

Councillors have granted permission to adopt a new HR policy to support Reservists during their training and mobilisation commitments.

The Council acknowledges that the training undertaken by Reservists enables them to develop their skills and abilities further. We also fully support the mobilisation process of calling Reservists into full time service with the regular Forces in order to make them available for military operations.

We do not currently employ any Reservists, but we hope that this policy and our commitment to the Armed Forces covenant will attract Reservists to apply for job opportunities at Havant Borough Council in the future.

This policy supports our current silver Employers Recognition Scheme award and highlights our commitments to the Armed Forces Covenant which was re-signed by the Mayor of Havant during an online ceremony in February 2021.

Havant Borough Council also supports Veterans through a Guaranteed Interview Scheme, this policy was implemented in 2016 and is applied to all job opportunities to date, this policy guarantees Veterans a job interview as long as they meet the personal specification.

### **Havant Community Lottery**

Registered Good Causes of the Havant Borough Community Lottery can now apply for even more money to support local residents.

The twice-yearly grant, generated through ticket sales, has been increased by £500, meaning local causes can receive up to £2,000 to help run larger projects, services or activities for the benefit of the community.

Since the Havant Borough Community Lottery started in 2018 more than £179,000 has been raised, helping 105 registered good causes in the borough. These grants have helped fund:

- IT equipment for socially isolated residents in Havant
- a pavilion re-vamp at Cowplain Bowls Club
- pool hire for children and adult swimming championships in Waterlooville
- a defibrillator for Leigh Park Bowls Club
- equipment for the Heart of Hayling Boxing Academy
- kitchen equipment for Bedhampton Bowls Club
- counselling sessions for school children in Emsworth

Each application is assessed and reviewed by a panel of community representatives and local Councillors.

### **Havant Eco Fair**

The Great Big Green week is the UK's biggest celebration of community action to tackle climate change and protect nature. The event runs from 24<sup>th</sup> September to 2<sup>nd</sup> October and as part of these celebrations, officers are supporting Havant Climate Alliance to host the Havant Eco Fair on Saturday 24<sup>th</sup> September at Havant Park.

### **Citizens Advice Havant**

July and August tend to be quieter months for Citizens Advice Havant, and client numbers drop back as families 'bury their problems' during the summer holidays. Citizens Advice Havant have been actively working on the C4C summer holiday activity programme and with food banks. As a result, client numbers haven't fallen, in

fact the trajectory is still rising. However, this week, straight after the bank holiday, numbers are up further, approaching 50% up, with finance related and energy issues dominating. Citizens Advice Havant are seeing more clients that would be classed as the working poor, who are now slipping into debt, that includes more self-employed/small business owners.

Citizens Advice Havant are supporting Ukrainian refugees, and have dealt with queries such as financial entitlement, bus passes, dentists etc.

Citizens Advice Havant are planning a local seminar on the currently still unfolding cost-of-living crisis, which is booked for Thursday 20th October at the Havant Plaza and a number of HBC Councillors and staff have been invited. Citizens Advice Havant will be running more detailed client reporting next week to provide more local data and client stories relating to the cost-of-living crisis. Citizens Advice Havant anticipate partnering with Park Community School and MIND to gather a broader understanding of the local landscape.

### **Affordable Housing delivery**

Q2 so far has seen an additional 36 affordable new homes across 3 sites in the borough, Horndean Road Emsworth, Castle Avenue Denvilles & Forty Acres Bedhampton. All have been delivered by VIVID housing Association.

Bedroom size	Shared Ownership	Social Rent	Affordable Rent	TOTAL
1			10	10
2		6	5	11
3	2	8	2	12
4		2	1	3
<b>TOTAL</b>	<b>2</b>	<b>16</b>	<b>18</b>	<b>36</b>

This takes our current total for 22/23 to 42 new dwellings which includes 6 Affordable Rents (4 no 2B, and 2 no 3B) delivered in Q1 by Aster on the Catherington Park site in Cowplain.

Q2 does not end till 30/09/2022 and VIVID are forecasting another 37 potential completions by that time. However, in this current climate of slippage we will not be able to confirm these numbers until after the 30/09/2022 when VIVID provide us with a new spreadsheet.

The Colt site in Havant has suffered from delays but we are expecting the first homes to be ready for letting by November 2022.

### **Homelessness**

Numbers in temporary accommodation saw a decrease in August compared with July 2022. Brent House is now scheduled for completion in early October 2022, and those 29 new units will enable HBC to accommodate some of our homeless residents in their local area closer to support networks.

**July 2022**

Number in TA - 80  
Shared accommodation - 28  
Self-contained - 52

Number in TA outside of area - 46  
Shared Accommodation - 16  
Self-contained - 30

**August 2022**

Number in TA - 73  
Shared accommodation - 34  
Self-contained - 39

Number in TA outside of area - 41  
Shared Accommodation - 19  
Self-contained – 22

**Ukraine Advisor/Project Worker role**

The Housing Team now has a dedicated officer in post (Lee Ward), who will be part of the wider HBC project team dealing with our Ukrainian guests.

We now have details from Hampshire County Council which has enabled us to identify all our hosts and their guests. This allows us to begin the task of communicating with hosts to see how the placement is progressing and if there are any additional support needs. So far feedback from the current hosts is positive and all are agreeing to continue with current arrangements or are actively assisting families with alternative arrangements.

All households will be given a status of either placement ended, crisis, intervention, or no intervention. Once we have a clearer picture as communication with hosts continues, we can either prevent, plan for rematch, or look at alternative provisions such as B&B, but this would only be as a last resort.

The details will also be utilised for the purpose of the six-month hosts checks. Once we have established who needs this visit, details will be handed over to our Housing Officers who have agreed to complete this task. We are currently compiling a property inspection and safe and well check list for this purpose.

Potential new hosts details are contained within the Ukraine Inbox, and we go through these to identify the most suitable for rematching. Primarily we begin with hosts who have self-contained accommodation available.

Actual homelessness approaches to date appear minimal however we anticipate this to change in the coming months when initial six-month arrangements come to an end. Hopefully with the communication we are completing now we will know who



these potential new approaches are in advance and will be able to commence arrangements for rematching or other alternatives.

Currently Havant BC area has 43 individual hosts with a total of 85 guests. The decrease from the original figure of 45 hosts and 89 guests is due to the breakdown of arrangements and subsequent placement of two households into B&B. The two households have now been successfully rematched and one will be leaving the B&B shortly, and the other is waiting for the hosts accommodation to become available, which is anticipated to be mid-September.

### **Housing Association Liaison**

Regular meetings are scheduled in at Senior level with The Guinness Partnership as the organisation that we transferred our stock to under Large Scale Voluntary Transfer (LSVT).

The last meeting was held on 02/08/2022 and subjects discussed were:

1. Milton Road sensitive lets.
2. Housing First Pilot.
3. Housing Support Grant spending opportunities.
4. Incoming regs for fitting of smoke and CO detectors & discussion on the challenging timescales on these.
5. Vacant property & the lack of information from Guinness when advertising properties through Hampshire Home Choice.
6. Guinness's social enterprise work.
7. Potential for homelessness pods on Guinness land.

Date of next meeting had already been set for 01/11/22

### **Hampshire Home Choice (HHC)**

Current active applications to Havant Borough Council through Hampshire Home Choice:

	Band 1	Band 2	Band 3	Band 4	Grand Total
1	3	78	695	49	825
2	2	23	526	10	561
3	2	14	341	3	360
4		6	61	2	69
5			5		5
<b>Grand Total</b>	<b>7</b>	<b>121</b>	<b>1628</b>	<b>64</b>	<b>1820</b>

This total of 1820 represents a steady increase this financial year as we see more residents registering for social housing.

HHC is a partnership between 5 local authorities and our applications rank 3<sup>rd</sup> highest after Test Valley (TVBC) and Eastleigh (EBC). If we compare our application numbers against our population then again, we rank 3<sup>rd</sup> highest after TV and EBC with 1.46% of our population on the waiting list.

### **Allocation of neighbourhood Community Infrastructure Levy to projects and other developer contributions expenditure**

We have agreed our first two Neighbourhood Portion spends under the theme of Parks, Play, Open Spaces, Sport and Leisure. The funds allocated to these projects are:

Exaco m Project Ref.	Name/Description	Amount
246	Bidbury Mead Play Area Refurbishment	£115,000
247	Front Lawn Play Area Refurbishment	£115,000

The Community Team are delivering these schemes.

The following additional funds have been allocated to Project 105 Hooks Lane/Fraser Road MUGA to Car Parking:

Exaco m Project Ref.	Name/Description	Amount
105	Strategic CIL Funds	£12,455
	S106 Funds (APP/12/00205)	£62,658

This project is being delivered by the Civil Engineering and Landscape Team in conjunction with Project 72 Bidbury Infants School Lighting Project. It is currently anticipated that the construction works will be carried out in the October Half Term (24-28 October 2022).

We have received four enquiries since 1 April 2022 from Councillors in respect of potential Neighbourhood CIL projects for expenditure. These are being reviewed with the relevant Officers/Teams and will be taken forward if successful.

The Developer Contributions Team are being asked to consider increasing the amount of expenditure in respect of some of the existing agreed Strategic CIL Projects to facilitate delivery. The additional costs are arising out of current inflationary pressures which are particularly high in the construction sector. Consideration of cost increases to approved projects will take place through Interim Spending Decisions, the process for which is set out in Section 5 of the CIL Spending Protocol which Full Council approved on 16 March 2022. On the basis that such projects are above £10,000 these would be determined through a delegated

report to the Cabinet Lead for Affordable Housing, Communities and CIL. If the request is above £50,000 then it would also be considered by the Planning Policy Committee prior to a delegated decision. Any additional sums granted in accordance with the CIL Spending Protocol will be reported in a future Cabinet Lead Report.

Currently we do not have a clear picture of the additional sums required and for this reason, along with withdrawal of the Local Plan, there will not be a Strategic CIL Spending Round this year. When the Local Plan progresses, we will have a clearer picture of the infrastructure needed to support its delivery and will then be in a position to invite Strategic CIL Bids.

Since the 2 June 2022 I am pleased to confirm the following S106 spend is being progressed. This should identify sites for emergency/temporary accommodation that could be developed in partnership with our Registered Providers of Social Housing:

Exacom Project Ref.	Name/Description	Amount
234	Potential Site Location Research Homeless Pods	£50,000

Our public facing Exacom System provides up-to-date information on CIL and S106 income and expenditure and can be viewed via this link:

<https://pfm.exacom.co.uk/havant/>