



# **The East Hampshire District Local Plan**

## **Statement of Community Involvement**

**December 2021**

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# 1. Introduction and Background

## What is a Statement of Community Involvement?

- 1.1. A Statement of Community Involvement (SCI) describes how the public, businesses and interested groups within East Hampshire District can get involved in the creation of local planning policy, neighbourhood planning and the planning application decision making process.
- 1.2. The SCI identifies how people and groups can engage with the planning system in the best way. Effective consultation enables stakeholders and the public to express their views.

## Why has a new Statement of Community Involvement been produced?

- 1.3 The preparation of a SCI is a legal requirement of the Planning and Compulsory Purchase Act 2004 (section 18) as amended by the Planning Act 2008, the Localism Act 2011 and the Neighbourhood Planning Act 2017. This legislation requires the Local Planning Authority (in this case the Council) to prepare a statement for how it will involve those with an interest in development in the area, including the preparation and review of the Local Plan and Supplementary Planning Documents, Neighbourhood Plans/Orders, Community Infrastructure Levy and the consideration of planning applications.  
  
1.4 This is the fourth SCI produced by the Council to take account of Council and legislative changes in the way the Council consults with the community. This revision of the SCI incorporates new digital approaches to public consultation and communication that have emerged and gained traction as a result of the Covid-19 Pandemic. Relevant legislative updates have also been included.
- 1.5 The Council recognises that there have been significant changes in the way communities and the Council interact. Access to the internet has increased and there has been a shift towards online virtual consultation rooms, online meetings and visual collaboration platforms, correspondence by email and social media. However, despite these changes, there remains a significant number of people that are unable to use electronic forms of communication and access to information or prefer not to do so. As such, we will continue to ensure that consultation materials are available in a variety of formats and that there are varied ways of participating in consultations, subject to government guidelines in place at that time.
- 1.6 The SCI should be reviewed at least every five years. Therefore, the document will be assessed on a regular basis to ensure it remains appropriate and effective. This will also take account of any legislative changes and any resulting requirements.

## Why should I / my community get involved?

- 1.7 The Planning process seeks to promote sustainable development through managing, guiding and facilitating the building of new homes, economic growth and investment, leisure and recreation facilities, retail and provision of new infrastructure. The principal purpose of the planning system is to ensure that new development meets the social and economic needs of our communities whilst at the same time protecting the natural and built environment.
- 1.8 Planning has a direct impact on the daily lives of residents and the business community therefore, it is very important that development proposals are transparent and that you have the opportunity to have a say in the planning decisions that are made by the Council. The public has a right to get involved and the only way that the Council will understand what people's views are, is if they are told by the public.
- 1.9 There are different aspects of the Planning system that people can get involved with such as, Planning Policy Documents, Planning Applications as well as Neighbourhood Planning. This SCI is designed to assist you with the different aspects of the planning system and provide you with information about how and when you can get involved.
- 1.10 The SCI is reviewed regularly to ensure it is in accordance with the regulations and the Council's consultation procedures. The Council will update the public through the email alert system, which you must be [registered](#) to receive, that the SCI has been updated.

## 2. Getting Involved in Planning Policy

### What is Planning Policy?

- 2.1 Planning Policy is the method by which the development of land and buildings is planned for, managed and controlled.
- 2.2 This is done through the creation of planning policies which are designed to guide future development in the district, including how much development there should be and where it should go, and to aid the determination of planning applications.
- 2.3 Policies continually evolve with changing administrations, lifestyles, environments and economic demands. It is the role of the Planning Policy team to develop, maintain, update and adapt policies on a local level to accommodate these changes.

### How can you get involved?

- 2.4 If you are interested in your area and would like to be involved in shaping future planned growth, then Planning Policy Documents will be relevant to you. Your local community can also make more specific contribution to the preparation of a neighbourhood plan.
- 2.5 You can:
  - Sign up to receive Council [email alerts](#) to inform you when consultations are happening.
  - Find out what documents are going to be produced and when – which can be found on the [Local Development Scheme](#) .
  - Monitor the Council's [Planning Policy](#) webpages for updates and latest news.
  - Contact your [Town / Parish Council](#) and make them aware of your interest to be involved in local planning matters.

### Who will the Council consult on Planning Policy Documents?

- 2.6 Government [Regulations](#) require us to ensure that certain organisations (known as Specific Consultation Bodies), are consulted at key stages during the preparation of planning policy documents. These include for example neighbouring Councils, Town and Parish Councils, Councillors, the Environment Agency, Natural England, Historic England and utility companies. The full list of Specific Consultees is provided in Appendix A.
- 2.7 In addition to consulting Specific Consultation Bodies noted above, Planning Policy has a further list of organisations, bodies, businesses, consultancies, landowners, voluntary bodies and bodies representing the interests of ethnic, religious or disabled groups for example, as well as individuals, that we will consult (known as

General Consultation Bodies). Examples of General Consultation bodies are contained within Appendix A.

- 2.8 The above list is not exhaustive and is amended or added to as required. In some cases, we have a degree of discretion over whether to notify certain general bodies if the topic of the document in question is not likely to be of interest or relevance to that body. We will target consultation towards those most likely to be affected.
- 2.9 Planning Policy documents, where relevant are supported by additional documents (i.e. Sustainability Appraisal and Habitat Regulations Assessment) and technical studies (referred to as the evidence base). The Council will only provide paper copies of the main consultation documents<sup>1</sup> (i.e. the Plan), Sustainability Appraisal<sup>2</sup> and Habitat Regulations Assessment for reference purposes at deposit locations across the local planning authority area (excluding the South Downs National Park). All evidence base reports will be publicly available on the Council's website, however should you wish to receive a hard copy of the consultation document and any evidence base document (this will be subject to staff costs of printing, postage and packaging) please contact the [Planning Policy team](#).

### Consultation Principles – Planning Policy

- 2.10 **To Inform:** Planning Policy will inform people of the planning process and to provide people with the information they need to get involved at the earliest opportunity possible. The following approaches, where relevant will be used to inform people:
- 2.11 Statutory Requirements:
- Electronic versions of the consultation documents will be made publicly available on the Council's website.
  - Hard copies of the main consultation documents for reference use will be made available during normal opening hours at certain deposit locations across the local planning authority area.
  - Consultation notifications will be sent via email to, specific consultation bodies, general consultation bodies and, to anyone who has registered to receive [email alerts](#) through the main Council email alert system.
- 2.12 Additional notification methods that may be used to advertise consultation:
- East Hampshire District Planning Policy Consultation Portal
  - Advertised on the front page of the Council's website within the News section
  - Consultations will be publicised via social media – Twitter / Facebook

<sup>1</sup> Town and Country Planning Regulations 2012

<sup>2</sup> Planning Policy will consult the local community on its Sustainability Appraisal and involve key stakeholders such as the Environment Agency, Historic England, and Natural England in its preparation.

- 2.13 **To Involve:** Planning Policy will encourage the active participation of individuals, groups, landowners and developers in the planning process through a variety of techniques including the use of online services.
- 2.14 Planning Policy, wherever possible, and where safe to do so, will undertake these consultation exercises in locations which are accessible to the local community. For example at village / community halls or online and at a variety of times of the day (for example events run from the early afternoon until the evening).
- 2.15 **To Consult:** In order to understand the needs of different stakeholders, consultation methods will be as wide-ranging as possible, making the best use of new technologies and digital platforms, to actively engage and consult comprehensively.
- 2.16 **To Respond:** Planning Policy will take account of all responses to consultations and will identify how views expressed in representations have been incorporated into the Council's decision-making processes.
- 2.17 Table 1 overleaf, provides an assessment of consultation methods with regards to their effectiveness. This table also provides useful information to be considered by Developers when undertaking public consultation on draft development proposals and it also provides a source of information for those local communities who wish to prepare Neighbourhood Plans.

**Table 1 – Consultation Methods**

Consultation Method	Benefits	Limitations
Electronic copy of consultation document and associated documents on the Council's website	Relevant documents will be made available on the Council's website. The Council Offices in addition to local libraries, offer internet access and assistance to those who need it. There are also opportunities to respond to consultations via our online portal, email and using response forms.	<ul style="list-style-type: none"> <li>• Not everyone has access to the internet</li> <li>• Not everyone is able to use the internet</li> </ul>
Hard copies of main consultation documents and any key associated documents for reference use will be available during normal opening hours at certain deposit locations across the local planning authority area.	<ul style="list-style-type: none"> <li>• Accessible location</li> <li>• Inclusive for those who do not have access to the internet or not able to use the internet</li> <li>• Easy to read</li> <li>• Access to Council Officers for information</li> <li>• Reaches residents on cross boundary issues</li> </ul>	<ul style="list-style-type: none"> <li>• Restricted opening hours</li> <li>• Not able to take documents away</li> </ul>
Notification emails to Specific Consultation Bodies upon commencement of consultation.	<ul style="list-style-type: none"> <li>• Direct notification</li> <li>• Provides accurate information</li> </ul>	<ul style="list-style-type: none"> <li>• Contact details may have changed that the Council is not aware of</li> </ul>
Notification emails / letters to those who have registered to receive the Council's email alerts	<ul style="list-style-type: none"> <li>• Direct notification</li> <li>• Provides accurate information</li> <li>• People can remove their contact details at any time if they no longer wish to be kept informed</li> </ul>	<ul style="list-style-type: none"> <li>• Contact details may have changed that the Council is not aware of</li> <li>• Not everyone has access to email</li> <li>• May not be accessible for those people whose first language is not English</li> <li>• May not be the most inclusive method for hard to reach groups</li> </ul>



Consultation Method	Benefits	Limitations
Local newspapers – the notice will provide details of where and when documents can be inspected. It will also detail how and when to respond to consultation documents	<ul style="list-style-type: none"> <li>• Can reach a wide audience</li> <li>• Provides the public with accurate information</li> </ul>	<ul style="list-style-type: none"> <li>• May not be accessible for those people whose first language is not English</li> <li>• May not be the most inclusive method for hard to reach groups</li> </ul>
Social media	<ul style="list-style-type: none"> <li>• Effective way of reaching hard to reach including youth, people with limited time e.g. business/professional people, working people with families.</li> <li>• Information can be accessed at anytime during the consultation period.</li> </ul>	<ul style="list-style-type: none"> <li>• Not everyone has access to the internet or a social media account</li> <li>• Difficult to manage posted comments / content</li> </ul>
Posters / Leaflets	<ul style="list-style-type: none"> <li>• Can be used by developers and landowners to advertise or inform local communities of potential development or advertise how they can get further information.</li> </ul>	<ul style="list-style-type: none"> <li>• May not be located in places visited by all sectors of the community so not wholly inclusive.</li> <li>• Limited information.</li> <li>• May not be accessible for those people whose first language is not English.</li> </ul>
Public exhibitions (online or face to face)	<ul style="list-style-type: none"> <li>• Enables people to access information on display boards</li> <li>• Provides the opportunity to speak with Council officers for further information / discuss concerns</li> <li>• Provides accessibility</li> <li>• People can fill out comment forms</li> <li>• This could be achieved by virtual exhibitions online or if possible; holding face to face exhibitions</li> </ul>	<ul style="list-style-type: none"> <li>• May not be attended by hard-to-reach groups</li> <li>• May not be accessible for those people whose first language is not English</li> <li>• Creating and updating displays is expensive and time consuming</li> <li>• Not everyone has internet access</li> </ul>

Consultation Method	Benefits	Limitations
Council Officers attending Public Meetings	<ul style="list-style-type: none"> <li>• Reaches out to people in the local area</li> <li>• Provides the opportunity to speak with Council Officers for further information / discuss concerns</li> <li>• Council Officers can understand the views of the public</li> </ul>	<ul style="list-style-type: none"> <li>• Need to ensure there is sufficient publicity in order to have a good attendance rate to encourage a constructive / meaningful meeting</li> <li>• Sometimes there can be too many views to be heard in a limited time frame</li> <li>• People may not want to discuss their views in a public forum</li> <li>• The loudest voices tend to get heard</li> <li>• Not fully inclusive / representative of local community</li> <li>• May not be accessible for those people whose first language is not English</li> </ul>

### 3. Involvement in Local Plans

- 3.1. The Local Plan is the statutory plan setting out the principal policies and proposals for land use and development in the district (outside of the South Downs National Park). It contains the overall vision and objectives, the development strategy, allocates sites for development and sets out a suite of policies used in decision making on planning matters.
- 3.2 The process for preparing the Local Plan is summarised in Table 2 which identifies each of the stages and the key opportunities for community involvement in the process.

**Table 2: Statutory Stages of Local Plan Production**

Key stages of production	Your opportunities for involvement
<p><b>Initial Evidence Gathering and Informal Engagement</b></p> <ul style="list-style-type: none"> <li>• Begin initial evidence gathering process (commissioning technical studies, identifying available sites, collating data, identifying the scope of the Plan)</li> <li>• Formulate initial aims and objectives</li> <li>• Start preparing the Sustainability Appraisal Scoping Report and collating baseline data</li> <li>• Identify relevant environmental, economic and social objectives to inform the Sustainability Appraisal</li> <li>• Engage with consultation bodies set out in Appendix A</li> </ul>	<ul style="list-style-type: none"> <li>• Register your contact details on the <a href="#">email alerts</a> through the main Council email alert system.</li> <li>• Provide Planning Policy with details of any sites you may wish to promote for development through the Call for Sites process</li> <li>• Provide Planning Policy with any local evidence studies</li> <li>• Providing the Planning Policy Team with information on community facilities and key services in your Town / Parish.</li> <li>• Providing the Planning Policy Team with information on infrastructure capacity in your Town / Parish.</li> <li>• Where appropriate, the Council will publish evidence base documents once they have been finalised.</li> </ul>

Key stages of production	Your opportunities for involvement
<p><b>Regulation 18: Consultation</b></p> <p><b>Initial Formal Public Consultation(s)</b></p> <ul style="list-style-type: none"> <li>• The Council will undertake public consultation for a minimum period of 6 weeks</li> <li>• Engage with local communities, businesses and other interested parties</li> <li>• Engage with consultation bodies set out in Appendix A</li> </ul>	<ul style="list-style-type: none"> <li>• Review the Local Plan, the supporting evidence base and identify any comments you may have</li> <li>• Submit a formal representation to the Council outlining your comments, support or objection</li> <li>• Attend any public exhibitions being held (online or face to face)</li> </ul> <p><b>Please Note:</b> All submitted representations will be made public and personal information will be removed in accordance with the Council's privacy policy, comments can be viewed by others.</p>
<p><b>Regulation 19: Proposed Submission Consultation</b></p> <p><b>2<sup>nd</sup> Public Consultation and final consultation before submitting Plan for Examination</b></p> <ul style="list-style-type: none"> <li>• Planning Policy will review all the representations submitted during Regulation 18 consultation and make any changes to the Plan where justified</li> <li>• The Council will prepare a statement summarising how they consulted during the initial consultation(s), the key issues that came out of the consultation(s) and how these will be taken into account in amending the Plan.</li> <li>• The Council will undertake public consultation on the revised draft Plan, Sustainability Appraisal and Habitat</li> </ul>	<ul style="list-style-type: none"> <li>• Review the Local Plan, Sustainability Appraisal and Habitat Regulations Assessment and identify any comments you may have</li> <li>• If you submitted a representation during the previous consultation that remains unresolved, resubmit your representation if you wish to maintain your objection</li> <li>• Attend any public exhibitions (online or face to face)</li> </ul>

Key stages of production	Your opportunities for involvement
<p>Regulations Assessment for a minimum period of 6 weeks.</p>	<p><b>Please Note:</b> This is the final opportunity to submit a duly made representation.</p> <p>You should be specific as to why you consider the Plan to be unsound, what change (s) you are seeking and why it would make the document sound.</p> <p>The Planning Inspector will only consider written representations submitted during this stage as it is considered that these representations (objections) are unresolved.</p> <p>Representations submitted during Regulation 18 Consultation will not be considered by the Planning Inspector.</p>
<p><b>Regulation 22: Submission of Local Plan</b></p> <p><b>Final Draft Plan</b></p> <ul style="list-style-type: none"> <li>• The Council will produce a statement setting out how it consulted throughout the development of the Plan, the issues raised and how the Plan has been amended to address relevant issues.</li> <li>• The Council will submit the Plan and any representations submitted during Regulation 19 and the Statement of Consultation to Secretary of State.</li> <li>• The Government will appoint a Planning Inspector to examine the plan.</li> <li>• The Planning Inspector will set the timetable for Examination in Public.</li> </ul>	<ul style="list-style-type: none"> <li>• The Council will notify those registered for the Council's email alerts and those who submitted representations, that the Local Plan has been submitted to the Secretary of State for independent examination.</li> </ul>

Key stages of production	Your opportunities for involvement
<p><b>Examination of submitted Local Plan</b></p> <ul style="list-style-type: none"> <li>• An independent Inspector assesses the submitted Local Plan to determine whether it has been prepared in line with the Duty to Cooperate and other legal requirements</li> <li>• The Council via the Programme Officer will write to representor's informing them of the hearing start date (at least 6 weeks in advance of commencing)</li> <li>• The Council can ask the Inspector to recommend main modifications to make Plan sound or comply with other legal requirements</li> <li>• Inspector issues a report at the end of Examination in Public</li> <li>• Exceptionally, the Inspector will recommend the draft Local Plan to be withdrawn if it has not been prepared in accordance with the Duty to Cooperate or it is likely to be found unsound.</li> </ul>	<ul style="list-style-type: none"> <li>• The Inspector will invite participants (via the Programme Officer) to speak at the hearing sessions on those matters and issues considered relevant by the Inspector</li> <li>• Selected participants will receive a programme (via the Programme Officer) for hearing sessions including matters/issues and the Inspector's Guidance Note</li> <li>• The hearing sessions are public and anyone can observe even if they haven't been selected to participate</li> <li>• Further information regarding the Examination in Public process can be found within the <a href="#">Planning Inspectorate Procedure Guide for Local Plan Examinations</a> (February 2021).</li> </ul>
<p><b>Adoption</b></p> <ul style="list-style-type: none"> <li>• Local Plan is adopted by the Council</li> <li>• The Council publishes a post adoption statement.</li> </ul>	<ul style="list-style-type: none"> <li>• The Council will notify those registered for the Council's email alerts and those who submitted representations of receipt of the Inspectors Report and the date the Local Plan will be taken to Full Council for adoption.</li> </ul>

Key stages of production	Your opportunities for involvement
<p><b>Monitoring</b></p> <ul style="list-style-type: none"> <li>Local Plan policies are monitored against objectives and indicators and are reported within the Council's Authority Monitoring Report.</li> </ul>	

#### 4. Supplementary Planning Documents

- 4.1. Supplementary Planning Documents (SPDs) may cover a range of issues, both thematic and site specific, which support policies in the Local Plan. They do not set new policy or allocate land. Whilst SPDs are adopted formally by the Council and are material considerations in the determination of planning applications, they do not form part of the development plan and are not subject to independent examination.
- 4.2. The Council has produced several SPDs which can be found on the Council's [website](#).
- 4.3. The Council is committed to involving the community in the preparation of these documents, but the level and scope of consultation will vary according to the nature of the document being produced. The preparation of an SPD is different to preparing a Local Plan Document. The Government sets out statutory consultation requirements that the Council must follow. Key statutory stages and opportunities for community involvement are set out within Table 3 overleaf. It is recommended that Table 3 is read in conjunction with [Part 5 of the Town and Country Planning Regulations 2012](#).

**Table 3 – SPD Key Stages of Production**

Key Stages of SPD Production	How we will consult	Your opportunities for involvement
<p><b>Initial Background Work</b></p> <p>Planning Policy will carry out research to identify the issues and relevant policy context as part of evidence gathering.</p>	<ul style="list-style-type: none"> <li>• Not applicable</li> </ul>	<ul style="list-style-type: none"> <li>• Register your contact details on the Council’s <a href="#">Email Alerts</a></li> </ul>
<p><b>Regulation 12 &amp; 13: Publish the draft SPD for consultation</b></p> <p>Planning Policy will undertake public consultation on the draft SPD for a minimum statutory period of 4 weeks.</p>	<ul style="list-style-type: none"> <li>• Electronic versions of the consultation documents will be made publicly available on the Council’s website.</li> <li>• Hard copies of the main consultation documents for reference use will be made available during normal opening hours at certain deposit locations across the local planning authority area.</li> <li>• Consultation notifications will be sent via email to, specific consultation bodies, general consultation bodies and, to anyone who has registered to receive <a href="#">email alerts</a> through the main Council email alert system.</li> </ul>	<ul style="list-style-type: none"> <li>• Review the SPD</li> <li>• Submit a formal representation to the Council outlining your comments, support or objection</li> </ul>
<p><b>Finalise SPD</b></p> <p>Planning Policy will review all the representations submitted during consultation and make any changes to the SPD where justified.</p>	<ul style="list-style-type: none"> <li>• Not applicable</li> </ul>	<ul style="list-style-type: none"> <li>• Not applicable</li> </ul>



Key Stages of SPD Production	How we will consult	Your opportunities for involvement
The Council will produce a statement setting out how it consulted throughout the development of the SPD, the issues raised and how the SPD has been amended to address relevant issues.		
<p><b>Regulation 14: Adoption of the SPD</b> The SPD is adopted by the Council</p> <p>The Council publishes an adoption statement.</p>	<ul style="list-style-type: none"> <li>The Council will notify those who submitted representations of the date the SPD will be taken to Full Council for adoption.</li> </ul>	<ul style="list-style-type: none"> <li>Opportunities to speak at Full Council</li> </ul>

## 5. Other Policy Documents

### Sustainability Appraisal Scoping Report

- 5.1 The first stage of the sustainability appraisal is to consider the scope of the appraisal process. It includes a review of other relevant plans, policies and programmes that relate to the local area; information on the present state of the local environment (the baseline); a discussion of the local sustainability issues and a series of sustainability objectives that must be considered when preparing Development Plan Documents (DPDs).
- 5.2 Consultation will be undertaken on the draft Scoping Report. The Environmental Assessment of Plans and Programmes (SEA) Regulations (2004) require that local authorities consult:
- The Environment Agency
  - Natural England; and
  - Historic England

## Neighbourhood Plans and Neighbourhood Development Orders

- 5.3 The Localism Act 2011 brought in 'Neighbourhood Planning' You and or your community may also be interested in producing a 'Neighbourhood Plan' which enables your community to shape local development in your area. It is a way for communities to decide the future of the places where they live and work by having more of a say in where new homes, businesses, shops and community facilities should be placed in their local area, along with being able to allocate sites for development. Where they choose to, local people can draw up a plan or a development order:
- Neighbourhood Plans allow communities to establish general planning policies for the development of land in their defined area. A neighbourhood plan comes into force as part of the statutory development plan once it has been approved at referendum. This means that the Council and planning inspectors will need to take the plan into consideration when making planning decisions.
  - Neighbourhood Development Orders (including community right to build orders) grant planning permission for a specific type of development in a particular area. This could be either a particular development or a particular class of development such as housing or retail
- 5.4 It is important to note the council's role is to provide advice and support to groups developing a plan. Up to submission of the final draft ('proposed submission') plan, it is the town or parish council (or forum) that is responsible in creating and holding public consultation and engagement in its preparation.
- 5.5 The Council has produced more detailed guidance in relation to Neighbourhood Planning for use by the community which can be accessed on our [Neighbourhood Planning Webpage](#).

## Community Infrastructure Levy

- 5.6 The CIL Regulations enable local planning authorities to raise funding for new infrastructure by levying a charge on new development within their area. The Community Infrastructure Levy (CIL) is an important mechanism for the Council and its partners to fund infrastructure provision to mitigate the impact of new development within the District.
- 5.7 The Council adopted its CIL charging schedule for those parts of the district located outside of the South Downs National Park Authority in April 2016. As part of the CIL process, the Council as the charging authority has produced the following documents:
- Charging Schedule
  - CIL Spending Protocol
  - Infrastructure Funding Statement

## Charging Schedule

- 5.8 The Community Infrastructure Levy (CIL) is a levy that local authorities can charge on developments in their area. CIL income can be used to fund additional infrastructure required to support new development including roads, schools, green spaces and community facilities.
- 5.9 The levy is charged in pounds (£) per square metre on new floorspace (measured as gross internal area) of any type of development which has a CIL rate set in the Charging Schedule (plus indexation as set out in the CIL Regulations). The Council adopted its CIL Charging Schedule on the 25 February 2016 and it was implemented on the 8 April 2016.
- 5.10 Although the Council has implemented its Charging Schedule, the Charging Schedule has to be reviewed to ensure it is up to date. In the future the Council will need to produce a revised Charging Schedule thus repeating the preparation and consultation process. Each year the Council manually update the figures (in January) for each zone to ensure they are charged at the correct indexation.
- 5.11 This SCI will set out the key statutory procedures that the Council must follow prior to adopting a revised Charging Schedule as enclosed within Table 4. It is recommended that Table 4 is read in conjunction with Part 3 of the CIL Regulations.
- 5.12 Further information regarding the operation of CIL in the district can be found [here](#).

5.13 Further information can also be found on The National Planning Practice Guidance [website](#).

**Table 4: CIL Charging Schedule Key Stages of Production**

Key stages of production	How we will consult	Your opportunities for involvement
<p><b>Initial Evidence Gathering</b></p> <p>Planning Policy will carry out research and evidence work to inform the proposed levy rates to be set out within the Preliminary Charging Schedule.</p>	<ul style="list-style-type: none"> <li>• Not applicable</li> </ul>	<ul style="list-style-type: none"> <li>• Register your contact details on the Council's <a href="#">Email Alerts</a></li> </ul>
<p><b>Regulation 15: Publish the Preliminary Draft Charging Schedule for consultation</b></p> <p><b>1st Public Consultation</b></p> <p>Planning Policy will undertake public consultation on the CIL Preliminary Draft Charging Schedule for a minimum period of 6 weeks</p>	<p><b>Statutory Requirements:</b></p> <ul style="list-style-type: none"> <li>• Send a copy of the preliminary draft to Local Planning Authorities that adjoin the charging authority's area, Hampshire County Council and all Town and Parish Councils that fall within the charging authority's area</li> <li>• Notification to be sent to persons who are resident or carrying on business in its area, appropriate voluntary bodies and bodies which represent the interests of persons carrying on business in the charging authority's area</li> </ul>	<ul style="list-style-type: none"> <li>• Review the CIL Preliminary Draft Charging Schedule</li> <li>• Submit a formal representation outlining your comments, support or objection</li> </ul> <p><b>Please Note:</b> Representations submitted during this consultation stage will not be considered by the Inspector.</p>

Key stages of production	How we will consult	Your opportunities for involvement
<p><b>Regulation 16: Publish the CIL Draft Charging Schedule for consultation</b></p> <p><b>2nd Public Consultation</b></p> <p>Planning Policy will undertake public consultation on the Draft charging Schedule for a minimum period of 6 weeks</p>	<p><b>Statutory Requirements:</b></p> <ul style="list-style-type: none"> <li>• Electronic version of the consultation document, relevant evidence, statement of the representations procedure and statement of how to view hard copies will be made publicly available on the Council’s website</li> <li>• Hard copies of the consultation document, relevant evidence, statement of the representations procedure use will be made available at deposit locations across the local planning authority area</li> <li>• Send a copy of the consultation document and statement of representation procedure to Local Planning Authorities (that adjoin the Charging Authority’s area), Hampshire County Council and all Town /Parish Councils that fall within the charging local planning authority area</li> </ul>	<ul style="list-style-type: none"> <li>• Review the Draft Preliminary Charging Schedule</li> <li>• Submit a formal representation outlining your comments, support or objection</li> <li>• This is the final opportunity to submit a duly made representation.</li> <li>• The Planning Inspector will only consider representations submitted during this stage as it is considered that these representations (objections) are unresolved.</li> </ul>
<p><b>Regulation 19: Submission of CIL Draft Charging Schedule to Examiner</b></p> <p><b>Final Draft Charging Schedule</b></p>	<p><b>Statutory Requirements:</b></p> <ul style="list-style-type: none"> <li>• All submission documents will be electronically available on the Council’s website and reference copies available at deposit locations</li> </ul>	<ul style="list-style-type: none"> <li>• The Council will notify those on the Planning Policy Consultation Database, elected Members, Town / Parish Councils and those who</li> </ul>

Key stages of production	How we will consult	Your opportunities for involvement
<ul style="list-style-type: none"> <li>• Submit CIL Draft Charging Schedule, evidence base and representations received during Regulation 16</li> <li>• Submit statement setting out the representations made during Regulation 16 and a summary of the main issues raised by representations</li> <li>• The Council will then wait for the Planning Inspector to set the timetable for the Examination of the Charging Schedule.</li> </ul>	<p>across the local planning authority area</p> <ul style="list-style-type: none"> <li>• Give notice to those persons who requested to be notified of the submission of the CIL Draft Charging Schedule</li> </ul>	<p>submitted representations that the CIL Draft Charging Schedule has been submitted for Examination</p>
<p><b>Regulation 25: Approval &amp; Publication of CIL Charging Schedule</b></p> <ul style="list-style-type: none"> <li>• CIL Charging Schedule is adopted by the Council and published</li> </ul>	<p><b>Statutory Requirements:</b></p> <ul style="list-style-type: none"> <li>• Publish CIL Charging Schedule on the Council's website</li> <li>• Make the CIL Charging Schedule available for inspection</li> <li>• Give notice to those persons who requested to be notified of the approval of the CIL Charging Schedule</li> </ul>	<p>The Council will notify those on the Planning Policy Consultation Database, elected Members, Town / Parish Councils and those who submitted representations that the CIL Charging Schedule has been approved</p>

## 6. Planning Applications

- 6.1 East Hampshire District Council is the Planning Authority for those parts of the district outside of the South Downs National Park Authority (SDNP). We also determine planning applications on behalf of SDNPA. As Planning Authority, the Council considers and determines planning applications made under planning legislation with proposals ranging from minor household developments such as extensions, through to major applications for residential development, retail, office schemes, industrial schemes and infrastructure schemes (e.g. new roads).
- 6.2 The Council does not determine planning applications relating to mineral processing and waste disposal. Such proposals are determined by Hampshire County Council. Further information can be found [here](#).
- 6.3 The Council wishes to ensure that any person, group and service providers affected by or interested in a planning application has an opportunity to comment on planning applications.

### Pre-Application Advice

- 6.4 The Council considers it very important that the local community is involved in the development management process as early as possible. The Council therefore encourages applicants of major, significant or sensitive sites to engage with the local community before a planning application is submitted to ensure that issues are identified and that applicants have the opportunity to make appropriate amendments to their scheme.
- 6.5 The Council encourages potential applicants to engage with the local community on major development at the pre-application stage. Applicants may also wish to discuss proposals with the local Councillor(s) or Town / Parish Council, this is encouraged by the Council for major development proposals.
- 6.6 The Council would expect applicants to undertake high quality consultation that is transparent for the community, is not misleading and makes it clear that no decision has been made by the Council. The Local Planning Authority wishes to encourage pre-application engagement with communities and developers where it will add value to the process and the outcome.

- 6.7 Wherever possible, the Council will discuss the need for community involvement with applicants and agents at the pre-application stage, early consultation is encouraged. Further information can be found at the Council's pre-application [advice service](#).

### **Design Review Panel**

- 6.8 Where appropriate the Council will utilise the services of the Design Review Panel (also known as the Architects panel) which is a process whereby significant development proposals may be referred to Design Review Panels. These panels consist of independently appointed architects, designers and development professionals who provide unbiased design advice to the Council. There is the opportunity for the designer to present their scheme to the Panel.

### **Development Consultation Forum**

- 6.9 Where appropriate, the Council will establish a Development Consultation Forum as a mechanism to allow a developer of significant proposals to explain their proposals to councillors, public and key stakeholders at an early stage. The 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.

### **Publicity**

- 6.10 All planning applications are subject to statutory consultation requirements and these are set out in Appendix B together with the additional actions the Council undertakes over and above the statutory minimum. East Hampshire District Council will continue to engage its community based on these requirements.
- 6.11 Where a press advertisement is required this is published in The Hampshire Independent.
- 6.12 Site Notices - Statutory site notices and major application site notices will be placed on or close to the planning application site advertising the details of the proposed development.



- 6.13 Neighbour notification letters are sent to the occupiers of any “adjoining property” and give 21 days from the date of the letter to make comment. The definition of this is set out at the end of Appendix B. Where that property lies outside the East Hampshire District Council planning area (i.e. within the South Downs National Park or within an adjoining administrative area) the Council will notify the occupier of that property. For major or significant schemes the Council may, at its discretion, notify the occupiers of more properties than the minimum.
- 6.14 Where significant amendments are made to an application the Council may undertake additional publicity in the form of a subsequent round of neighbour notification. This will be for a shorter time period and will only be undertaken where the amendments may have a material impact off the site.
- 6.15 When submitting a planning application, it would be helpful to include within the Planning Statement (or provide a separate statement on community involvement) how the community has been consulted, a summary of what comments have been received and how the scheme has been amended to address matters of concern.

### **Viewing / Commenting on a Planning Application**

- 6.16 Planning applications can be viewed on the Council’s website or at the Council offices during opening days/hours. Anyone can view and make comments on planning applications online via the planning application [search register](#).
- 6.17 Comments can also be submitted via email / post. Representations received cannot be treated in confidence and will form part of the public planning application file which (subject to the Data Protection Act) is available on line, or, for inspection by appointment for ‘live’ files, at the Council Offices.
- 6.18 All representations that are valid planning issues, will be taken into account in the decision making process and will be summarised. Representations should be sent in to the Council before the end of the consultation period, which will be the last of the neighbour notification, site notice or press advertisement periods. Where an application is considered at Planning Committee any late representation will also be brought to the attention of the committee.
- 6.19 The Council has a scheme to allow the public to speak at its Planning Committee but there are some rules that must be followed. You can speak only on a planning application where you have submitted comments in writing within the publicised date for comments and

where that application is to be determined by the Planning Committee. If you are an applicant or an objector we will tell you in advance when you have a right to speak to the committee and you must let us know 48 hours before the meeting if you do wish to speak.<sup>3</sup>

<sup>3</sup> <https://easthants.moderngov.co.uk/mgCommitteeDetails.aspx?ID=158> – Committee Details – Planning Committee

## 7. Appendix A – Specific and General Consultation Bodies

- 7.1 The Town and Country Planning (Local Development) (England) Regulations 2012 require the Council to consult the following ‘specific’ and ‘general’ consultation bodies if proposals in planning policy documents affect them. A number of these bodies are also considered to be Duty to Co-operate bodies. It is important to note that the Neighbourhood Planning (General) Regulations 2012 (schedule 1) also requires qualifying bodies to consult the same consultation bodies in the preparation of Neighbourhood Development Plans. In instances where any of the organisations (bodies) detailed below cease to exist, successor bodies will be consulted.

<b>Specific Consultation Bodies</b>	
<p><b>Local Planning Authorities</b></p> <ul style="list-style-type: none"> <li>• Basingstoke and Deane Borough Council</li> <li>• Chichester District Council</li> <li>• Hampshire County Council</li> <li>• Hart District Council</li> <li>• Havant Borough Council</li> <li>• South Downs National Park Authority</li> <li>• Waverley Borough Council</li> <li>• Winchester City Council</li> </ul> <p><b>Town / Parish Councils</b></p> <ul style="list-style-type: none"> <li>• All Town and Parish Councils within and adjoining East Hampshire District</li> </ul> <p><b>Local Enterprise Partnerships</b></p> <ul style="list-style-type: none"> <li>• Enterprise M3 LEP</li> <li>• The Solent LEP</li> </ul>	<p>The Coal Authority  Homes and Communities Agency  Natural England  The Environment Agency  Historic England  Network Rail Infrastructure Ltd  Highways England  Marine Management Organisation  Relevant telecommunications companies  Hampshire Constabulary/ Police and Crime Commissioner  Relevant health bodies e.g. Clinical Commissioning Group  Relevant electricity and gas companies  South East Water and Portsmouth Water (Water Supply)  Southern Water and Thames Water (Waste Water)</p>

[The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012 \(legislation.gov.uk\)](#) – Preparation of a Local Plan  
[Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#) - Duty to Co-operate

7.2 In addition to the specific consultation bodies listed above, the council/qualifying body will involve as many people and groups should they deem them affected by the proposal, in the categories below:

<b>General Consultation Bodies</b>	
<ul style="list-style-type: none"> <li>• voluntary bodies some or all of whose activities benefit any part of the local planning authority's area,</li> <li>• bodies which represent the interests of different racial, ethnic or national groups in the local planning authority's area,</li> <li>• bodies which represent the interests of different religious groups in the local planning authority's area,</li> </ul>	<ul style="list-style-type: none"> <li>• bodies which represent the interests of disabled persons in the local planning authority's area,</li> <li>• bodies which represent the interests of persons carrying on business in the local planning authority's area;</li> </ul>

<b>Examples of organisations which are General Consultation Bodies</b>	
Environment and conservation groups (e.g. the Royal Society for the Protection of Birds and Hampshire and Isle of Wight Wildlife Trust)	Landowners and developers
Minority ethnic groups	Local businesses/ bodies which represent local businesses
Gypsy and Traveller groups	Local resident associations
Sport England and Sport Hampshire	Older persons groups
Youth groups, schools and colleges	Religious groups
Health care groups	Transport providers/operators
Housing interest groups	

## 8. Appendix B – Publicity for Planning Applications

- 8.1 Publicity for Planning Applications within the East Hampshire Planning Area (i.e. that area of East Hampshire outside the South Downs National Park)
- 8.2 In addition to the publicity set out in these tables the Council will also consult those bodies set out the Town and Country Planning Development Management Procedure Order or Planning Practice Guidance.

<b>Pre-submission of planning applications</b>		
<b>Nature of Proposed Development</b>	<b>Statutory Publicity</b>	<b>Additional publicity carried out by East Hampshire District Council</b>
Applications for planning permission and listed building consent	Where the applicant is not the owner of the land, notice served upon the owner where known, or if not known, press advertisement	Encourage the discussion of major development proposals with interested parties and local communities. For example, meet Parish or Town Council, notify neighbours, local exhibitions, newsletters, leaflets and websites.

<b>Post Submission of Planning Applications</b>		
<b>Nature of Proposed Development</b>	<b>Statutory Publicity</b>	<b>Additional publicity carried out by East Hampshire District Council</b>
<p>All applications except for:</p> <ul style="list-style-type: none"> <li>• Listed Building Consent</li> <li>• Prior Approval demolition of buildings</li> <li>• Agricultural determinations as to whether prior approval is required</li> <li>• Permitted development prior determinations, apart from those relating to dwellings</li> <li>• Applications for Certificate of lawful development or use</li> </ul>	<ul style="list-style-type: none"> <li>• Details of valid application entered on statutory register</li> <li>• Site notice <u>or</u> neighbourhood notification</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbour notification, or, where no neighbours, site notice</li> </ul>
Applications (except for a Certificate of Lawful Development or use) affecting the character or appearance of a conservation area	<ul style="list-style-type: none"> <li>• Press notice published by the Council</li> <li>• Site notice displayed by Council for at least 7 days.</li> </ul>	<ul style="list-style-type: none"> <li>• Site notice displayed for 21 days</li> </ul>
Applications (except for a Certificate of Lawful Development or use) affecting the setting of a listed building.	<ul style="list-style-type: none"> <li>• Press notice published by the Council</li> <li>• Site notice displayed by Council for at least 7 days.</li> </ul>	<ul style="list-style-type: none"> <li>• Site notice displayed for 21 days</li> </ul>
Application accompanied with an Environmental Statement when application initially submitted	<ul style="list-style-type: none"> <li>• Press notice published by the Council</li> <li>• Site notice displayed by Council for at least 21 days.</li> </ul>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Application accompanied by an Environmental Statement when statement submitted at a later date	<ul style="list-style-type: none"> <li>• Press notice published by the Council</li> <li>• Site Notice displayed by the applicant for a least 7 days.</li> </ul>	<ul style="list-style-type: none"> <li>• Site notice displayed for 21 days</li> </ul>

<b>Post Submission of Planning Applications</b>		
<b>Nature of Proposed Development</b>	<b>Statutory Publicity</b>	<b>Additional publicity carried out by East Hampshire District Council</b>
Application for planning permission which represents a departure from the Development Plan	<ul style="list-style-type: none"> <li>• Press notice published by the Council</li> <li>• Site notice displayed by Council for at least 21 days.</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbour notification</li> </ul>
Application for planning permission which affects a public right of way	<ul style="list-style-type: none"> <li>• Press notice published by the Council</li> <li>• Site notice displayed by Council for at least 21 days.</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbour notification</li> </ul>
Application for planning permission for: <ul style="list-style-type: none"> <li>• 10 or more dwellings;</li> <li>• Residential development on a site of 0.5ha or more where number of dwellings not known;</li> <li>• 1000m<sup>2</sup> or more of commercial floorspace; or</li> <li>• Site area of 1.0ha or more.</li> </ul>	<ul style="list-style-type: none"> <li>• Press notice published by the Council</li> <li>• A site notice to be displayed by the Council for at least 21 days or neighbour notification</li> </ul>	<ul style="list-style-type: none"> <li>• Site notice to be displayed by the Council for at least 21 days <u>and</u>, where they exist, neighbour notification</li> </ul>
Application for planning permission for: <ul style="list-style-type: none"> <li>• 9 or less dwellings;</li> <li>• Residential development on a site of less than 0.5ha where number of dwellings not known;</li> <li>• Less than 1000m<sup>2</sup> of commercial floorspace;</li> <li>• Site area of less than 1.0ha; or</li> <li>• Householder development.</li> </ul>	<ul style="list-style-type: none"> <li>• A site notice to be displayed by the Council for at least 21 days <u>or</u> neighbour notification</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbour notification, or, where no neighbours, site notice</li> </ul>
Application for Listed Building Consent <u>except</u> <ul style="list-style-type: none"> <li>• Those where the proposal will only alter the interior of a Grade II listed building or to vary/discharge conditions on a consent already granted</li> </ul>	<ul style="list-style-type: none"> <li>• Press Notice published by the Council;</li> <li>• Site notice displayed by the Council for at least 7 days</li> </ul>	<ul style="list-style-type: none"> <li>• Site notice displayed by the Council for at least 21 days</li> <li>• Neighbour notification</li> </ul>

<b>Post Submission of Planning Applications</b>		
<b>Nature of Proposed Development</b>	<b>Statutory Publicity</b>	<b>Additional publicity carried out by East Hampshire District Council</b>
Application for Listed Building Consent where the proposal will only alter the interior of a Grade II listed building or to vary/discharge conditions on a consent already granted	<ul style="list-style-type: none"> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• Site notice displayed by the Council for at least 21 days</li> <li>• Neighbour notification</li> </ul>
Application for express consent to display advertisements	<ul style="list-style-type: none"> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbour notification</li> </ul>
Application to undertake works to trees covered by Tree Preservation Order	<ul style="list-style-type: none"> <li>• Details of valid application entered on statutory register</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbour notification</li> </ul>
Notification to undertake works to trees in a Conservation Area not covered by Tree Preservation Order	<ul style="list-style-type: none"> <li>• Details of valid application entered on statutory register</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbour notification</li> </ul>
Application for demolition of buildings where determination as to whether prior approval of the Local Planning Authority is required (when not associated with an application for planning permission)	<ul style="list-style-type: none"> <li>• Site Notice displayed by applicant</li> </ul>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Application for approval of method of demolition and/or restoration of site associated with the demolition of a building (when not associated with an application for planning permission)	<ul style="list-style-type: none"> <li>• Details of valid application entered on statutory register</li> </ul>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>



<b>Post Submission of Planning Applications</b>		
<b>Nature of Proposed Development</b>	<b>Statutory Publicity</b>	<b>Additional publicity carried out by East Hampshire District Council</b>
Application for agricultural or forestry development as to whether prior approval of Local Planning Authority is required	<ul style="list-style-type: none"> <li>• Details of valid application entered on statutory register</li> </ul>	
Application for approval of siting, design and/or external appearance of agricultural or forestry development	<ul style="list-style-type: none"> <li>• Site Notice displayed by applicant</li> </ul>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
<p>Application for Telecommunications development as to whether prior approval of Local Planning Authority is required where:</p> <ul style="list-style-type: none"> <li>• The proposal represents a departure from the development plan; or</li> <li>• The proposal affects a public right of way</li> </ul>	<ul style="list-style-type: none"> <li>• Press Notice published by the Council;</li> <li>• Site notice displayed by the Council for at least 21 days</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbour notification</li> </ul>
Application for Telecommunications development as to whether prior approval of Local Planning Authority is required where the site area is 1.0ha or more	<ul style="list-style-type: none"> <li>• Press Notice published by the Council;</li> <li>• Site notice displayed by the Council for at least 21 days <u>or</u> neighbour notification</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbour notification</li> </ul>
<p>Application for Telecommunications development as to whether prior approval of Local Planning Authority is required where:</p> <ul style="list-style-type: none"> <li>• The proposal is not a departure from the development plan;</li> <li>• Does not affect a public right of way; and</li> <li>• The site is less than 1.0ha</li> </ul>	<ul style="list-style-type: none"> <li>• Site notice displayed by the Council for at least 21 days <u>or</u> neighbour notification</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbour notification</li> </ul>

<b>Post Submission of Planning Applications</b>		
<b>Nature of Proposed Development</b>	<b>Statutory Publicity</b>	<b>Additional publicity carried out by East Hampshire District Council</b>
Application for Prior Approval for householder development	<ul style="list-style-type: none"> <li>• Neighbour notification for 21 days</li> </ul>	<ul style="list-style-type: none"> <li>• Neighbour notification</li> </ul>
Applications for Certificate of Lawful Development for existing development or use	<ul style="list-style-type: none"> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• Equivalent publicity for application for planning permission of that type</li> </ul>
Applications for Certificate of Lawful Development for proposed development or use	<ul style="list-style-type: none"> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Change of use Prior Approval (permitted development where prior approval of the Local Planning Authority is required, depending on type, of transport, noise, flood risk or contamination)	<ul style="list-style-type: none"> <li>• Details of valid application entered on statutory register</li> </ul>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>

**Definition of ‘adjoining property’:** Any neighbouring property that shares a common boundary with the land subject to the proposed development.

In all cases the owners/occupiers of property are notified, land owners of open land or where the property is in extensive grounds and not within 50m of the application site, are not notified.

## 9. Glossary

Community Infrastructure Levy (CIL)	A levy that local authorities can choose to charge on new developments in their area. The charges are based on formula relating to the size and type of new development and money can be used to fund infrastructure.
Development Plan	Documents which set out the policies and proposals for the development and use of land, such as Local Plans. In the East Hampshire District (outside of the South Downs National Park Authority) the development plan currently comprises the Joint Core Strategy (2014), Housing and Employment Allocation Plan (2016) and the Saved Policies of the Local Plan Second Review (2006), Hampshire County Council Minerals and Waste Plan and Neighbourhood Plans.
Duty to Co-operate	The NPPF and Localism Act 2011 places a statutory requirement on Local Planning Authorities, County Councils, and public bodies to actively engage on an on-going basis during the Local Plan preparation.
Evidence Base	Information gathered by the Local Planning Authority to support the Local Plan and other Development Plan Documents.
Habitats Regulations Assessment (HRA)	Requires 'appropriate assessment' of plans and projects that are, either alone or in combination with other plans and projects, likely to have a significant impact on national and international designated sites. The designation, protection and restoration of European sites is embedded in the Conservation of Habitats and Species Regulations 2017, as amended, which are commonly referred to as the 'Habitats Regulations'. The most recent amendments (the Conservation of Habitats and Species (amendment) (EU Exit) Regulations) take account of the UK's departure from the EU.
Local Development Document	The collective term for Development Plan Documents (DPDs), Supplementary Planning Documents (SPDs) and the Statement of Community Involvement (SCI)
Local Development Scheme (LDS)	Provides a project plan identifying which development plan documents will be produced and when.
Local Planning Authority Area	The areas of the District where East Hampshire District Council is the local planning authority. This is the parts of the district that lie outside the South Downs National Park (SDNP).
National Planning Policy Framework (NPPF)	Introduced in 2012 and subsequently amended, this framework sets out the government's planning policies and how these are expected to be applied.

Neighbourhood Plans	Neighbourhood Plans are a way for communities to allocate land for new homes, shops or offices to be built, and to have a say on what those new buildings should look like and the type of infrastructure which would be provided.
EHDC Email Alert	Database maintained by the Council which includes anyone who has requested to be consulted on the preparation of Planning Policy documents.
Strategic Environmental Assessment (SEA)	A generic term used to describe environmental assessment as applied to policies, plans and programmes. The European 'SEA Directive' (2001/42/EC) requires a formal 'environmental assessment of certain plans and programmes, including those in the field of planning and land use'.
Supplementary Planning Documents (SPDs)	Provide supplementary information in respect of the policies in Development Plan Documents. They do not form part of the Development Plan and are not subject to independent examination.
Sustainability Appraisal (SA)	Process to appraise policies to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors).