



Local Development Scheme

For the Gosport Borough Local Plan

March 2024

Gosport Borough Council
Local Development Scheme

Further Information

The latest information regarding the new Gosport Borough Local Plan can be found at:
www.gosport.gov.uk/GBLP2040

This Local Development Scheme (LDS) was approved by the Council's Policy and Organisation Board on 13th March 2024.

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1 Introduction

Abbreviations and Glossary of Terms used in this document can be found at the end of this document. It is recognised that there are a number of terms and abbreviations within this document. However this has been necessary due to the need to refer to terminology included in Government Regulations and Guidance.

Background and Purpose of the Local Development Scheme

- 1.1 Local planning authorities are required to prepare and maintain a Local Development Scheme (LDS) under Section 15 of the Planning and Compulsory Purchase Act 2004¹ (as amended).
- 1.2 An LDS sets out the programme for preparing and adopting Development Plan Documents (DPDs) for a local planning area. It is proposed that the DPD for Gosport Borough will be in the form of a Local Plan.
- 1.3 The current Gosport Borough Local Plan 2011-2029 was adopted in October 2015 following public consultation and an examination by an independent inspector. This document will be superseded in due course by the proposed new Gosport Borough Local Plan (GBLP) once it has been adopted. The role of the Local Plan is set out in Box 1.
- 1.4 This LDS sets out the key stages of the GBLP including when community engagement will take place and when it will be examined by a Planning Inspector. In addition it sets out provisions for other planning policy documents where known².
- 1.5 The LDS must be made publicly available and kept up-to-date, and consequently will be published on the Council's website at www.gosport.gov.uk/LDS. It is important that local communities and interested parties can keep track of progress. This LDS will supersede the last version agreed in March 2023.
- 1.6 This revised LDS reflects a number of material considerations which have occurred since the initial consultation of the emerging Gosport Borough Local Plan was produced in September 2021 (often referred to as the Regulation 18 stage). It has also been necessary to extend the end date of the Local Plan from 2038 to 2040 to ensure that there is an approximate 15 year span from the envisaged adopted date.
- 1.7 Section 2 of this document sets out Government guidance and legislation which relates to the need to prepare a Local Plan and consequently the need to set out a timetable to prepare one which is in the form of an LDS.

¹ www.legislation.gov.uk/ukpga/2004/5/section/15

² Under the Regulations an LDS is only required to make provisions for DPDs however for completeness it is considered useful to include arrangements for non DPDs.

- 1.8 Section 3 sets out the current planning policy documents relevant to Gosport Borough whilst Section 4 sets out the arrangements for updating the Local Plan. Section 5 considers the resource issues and assesses risk and section 6 considers how the LDS arrangements are reviewed.

Box 1: What is the role of a Local Plan?

The Local Plan is at the heart of the planning system with a requirement set in law that planning decisions must be taken in line with the Local Plan unless material considerations indicate otherwise.

Plans set out a vision and a framework for the future development of the area, addressing needs and opportunities in relation to housing, the economy, community facilities and infrastructure. It is also used as a basis for conserving and enhancing the natural and historic environment, mitigating and adapting to climate change, and achieving well designed places. It is essential that plans are in place and kept up to date.

Source: Planning Practice Guidance (DLUHC 15/03/19)

2 Legislation and Guidance relating to Local Plans (and other DPDs)

Legislation relating to the preparation of a Local Plan

- 2.1 The Planning and Compulsory Purchase Act 2004 (as amended)³ sets out that each local planning authority must identify their strategic priorities and have policies to address these in their development plan documents (taken as a whole).
- 2.2 Section 19 of the Planning and Compulsory Purchase Act 2004⁴ sets out specific matters to which the local planning authority must have regard when preparing a local plan. Regulations 8 and 9 of the Town and Country Planning (Local Planning) (England) Regulations 2012⁵ prescribe the general form and content of local plans and adopted policies maps, while regulation 10 states what additional matters local planning authorities must have regard to when drafting their local plans⁶.

The requirements for a Local Plan as set out in the National Planning Policy Framework

- 2.3 The National Planning Policy Framework (NPPF) was originally published by the Government in March 2012 with subsequent revisions in July 2018, February 2019, July 2021 and December 2023.
- 2.4 The NPPF requires local planning authorities to produce up-to-date local plans that *'provide a positive vision for the future of each area; a framework for addressing housing needs and other economic, social and environmental priorities; and a platform for local people to shape their surroundings'*.
- 2.5 The NPPF adds that plans should:
 - Be prepared with the objective of contributing to the achievement of sustainable development⁷;
 - Be prepared positively, in a way that is aspirational but deliverable;
 - Be shaped by early, proportionate and effective engagement between plan-makers and communities, local organisations, businesses, infrastructure providers and operators and statutory consultees;
 - Contain policies that are clearly written and unambiguous, so it is evident how a decision maker should react to development proposals;

³ www.legislation.gov.uk/ukpga/2004/5/introduction

⁴ www.legislation.gov.uk/ukpga/2004/5/section/19

⁵ www.legislation.gov.uk/uksi/2012/767/part/4/made

⁶ www.legislation.gov.uk/uksi/2012/767/regulation/10/made

⁷ This is a legal requirement of local planning authorities (Section 39(2) of the Planning and Compulsory Purchase Act 2004).

- Be accessible through the use of digital tools to assist public involvement and policy presentation; and
 - Serve a clear purpose, avoiding unnecessary duplication of policies that apply to a particular area.
- 2.6 The NPPF confirms that plans must be based on adequate, up-to-date and relevant evidence and prepared in accordance with the Duty to Cooperate, legal and procedural requirements, and be ‘sound’.
- 2.7 The tests of soundness are examined by a Planning Inspector at the Examination in Public and are set out below:
- a) **Positively prepared** – providing a strategy which, as a minimum, seeks to meet the area’s objectively assessed needs⁸; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development;
 - b) **Justified** – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence;
 - c) **Effective** – deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and
 - d) **Consistent with national policy** – enabling the delivery of sustainable development in accordance with the policies in this Framework [i.e. the NPPF] and other statements of national planning policy, where relevant.
- 2.8 Where appropriate, Local Plans can be reviewed in whole or in part to respond flexibly to changing circumstances. The requirements for a ‘review’ are set out in Section 4 of this LDS.

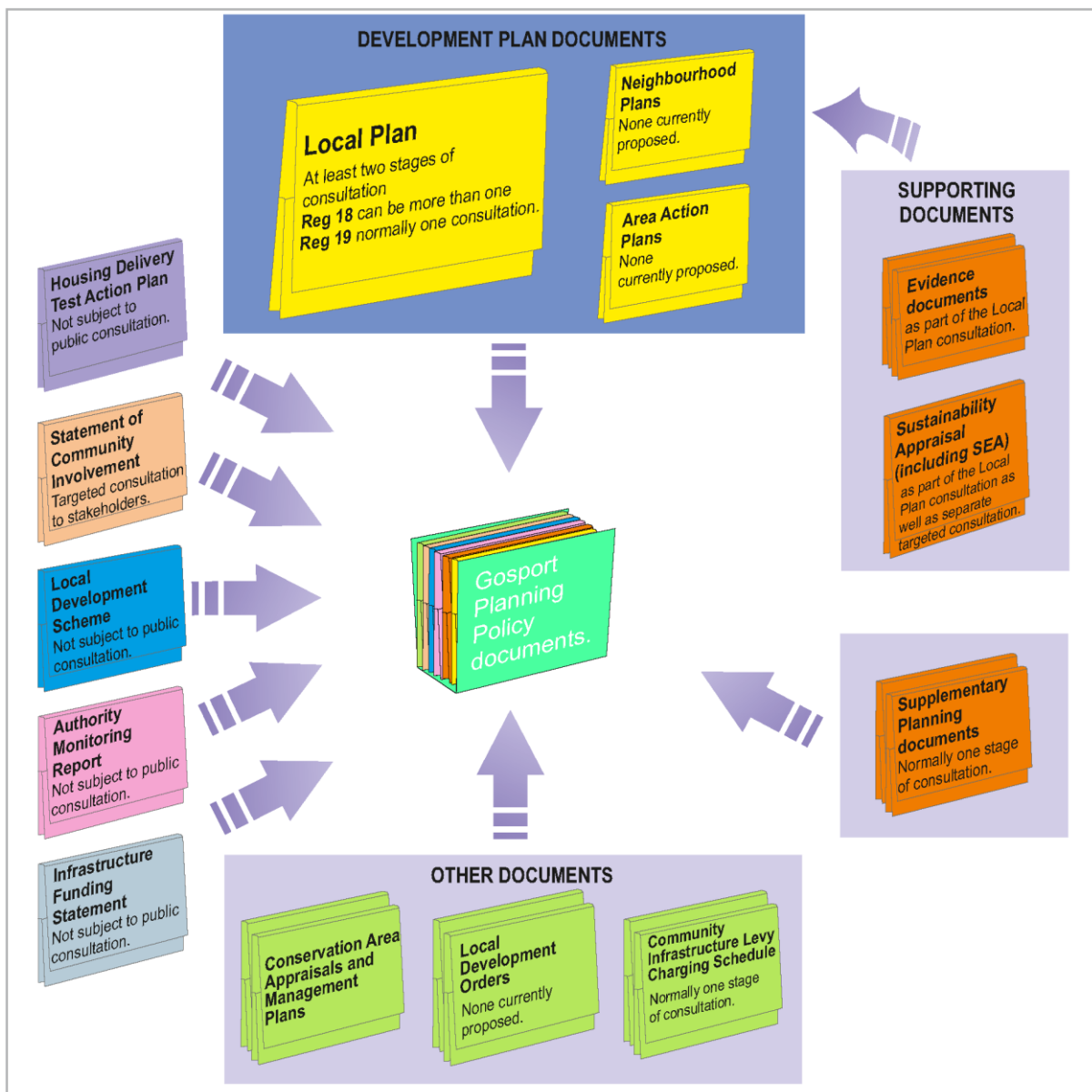
⁸ Where this relates to housing, such needs should be assessed using a clear and justified method, as set out in paragraph 61 of the NPPF.

3 Current Development Plan and other Planning Policy Documents for Gosport Borough

Introduction

3.1 Figure 1 identifies the types of document that comprise (or could comprise) the main types of planning policy documents in Gosport Borough and the associated consultation arrangements (which are set out in the Statement of Community Involvement). This section identifies the current development plan for the Borough; and other planning policy documents that have been adopted by the Borough Council.

Figure 1: Types of planning policy documents



Development Plan Documents (DPDs)

3.2 The Development Plan for Gosport Borough is made up of two parts.

- The Gosport Borough Local Plan 2011-2029 which was prepared by Gosport Borough Council and adopted in October 2015⁹; and
- The Hampshire Minerals and Waste Plan which was adopted in 2013 by Hampshire County Council, who are the planning authority for minerals and waste in Gosport Borough, and the other mineral and waste ‘Hampshire authorities’¹⁰.

Gosport Borough Local Plan 2011-2029

3.3 The adopted Local Plan covers the whole of Gosport Borough. It was subject to several rounds of public consultation and was considered by a planning inspector at an ‘examination in public’ in 2015.

3.4 The Local Plan sets out the overarching vision for the Borough and identifies opportunities for development including within a number of regeneration areas such as the Gosport Waterfront, Daedalus, Haslar Peninsula, Rowner and the Alver Valley as well as a number of other development proposals. It aims to encourage new economic development and the delivery of supporting infrastructure as well as a range of new housing to meet local needs. It aims to protect those features important to the character of the Borough including open spaces and heritage assets. It sets out a policy framework for determining planning applications on a number of themes including design, heritage, nature conservation, flood risk, and community facilities.

3.5 The adopted Local Plan webpage www.gosport.gov.uk/localplan2029 includes all the relevant evidence and supporting documents.

3.6 This LDS relates to the timetable of updating the Local Plan and this is detailed in in Section 4 and Appendices 1 and 2.

Hampshire Minerals and Waste Plan

3.7 The Hampshire Minerals and Waste Plan was adopted in 2013. This sets out the key waste minerals and waste allocations in Hampshire. It is used by Hampshire County Council within its jurisdiction to determine applications for minerals and waste proposals. Hampshire County Council and its partner authorities are working to produce a partial update to the Hampshire Minerals and Waste Plan which will guide decision making up until 2040. A consultation on the Draft Plan ran for 12 weeks, from November 2022 to January 2023 with a further Regulation 19 consultation running for a six week period ending on 5th March 2024.

⁹ www.gosport.gov.uk/localplan2029

¹⁰ The Hampshire Authorities are Hampshire County Council, Portsmouth City Council, Southampton City Council, New Forest National Park Authority and the South Downs National Park Authority.

Supplementary Planning Documents

- 3.8 Supplementary Planning Documents provide more detailed guidance to explain policies and proposals set out in the Local Plan. They can relate to a specific theme or development site/area. They have been subject to public consultation but are not examined by an independent public examination. The current SPDs are set out below in order of adoption:
- Marine Parade Area of Special Character (adopted 2007)
 - Daedalus SPD (2011)
 - Design Guidance (2014)
 - Parking (2014)
 - Gosport Waterfront and Town Centre (2018)
 - Lee West Area of Special Character (2019)
- 3.9 As part of the revised Local Plan the relevance of the SPDs will be considered. Where they are deemed to be still relevant without change or with relatively minor change they will be linked to the new Local Plan.
- 3.10 If the SPD is still relevant but a more significant review is required this will be highlighted in the revised Local Plan and a review of the SPD will take place once the Local Plan is adopted.
- 3.11 From time to time there may be a need for further supplementary planning documents. It will be important that these do not divert resources from the Local Plan process.
- 3.12 The timetable for SPDs do not need to be included in the LDS but for completeness a timetable for any proposed SPDs will be included in a future LDS. None are currently proposed.
- 3.13 It is noted that as part of the Government's planning reforms (December 2022) it is proposed to introduce a new type of document called a Supplementary Plan (SP), which would replace SPDs. These new SPs would be subject to Examination.

Conservation Area Appraisals

- 3.14 Section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990 places on local planning authorities the duty to draw up and publish proposals for the preservation and enhancement of conservation areas in their districts. This can take the form of a Conservation Area Appraisal (CAA) and/or Conservation Area Appraisal and Management Plan (CAAMP).
- 3.15 CAAs are intended to act as a guide to the buildings and features that make a special contribution to the character of a designated Conservation Area. They assess how each area developed historically, their character, the scale and form of development and opportunities for continuing enhancement. As each Appraisal is adopted by the

Borough Council they will be used to inform planning decisions through the Development Management process and the development of Planning Policy. CAAMPS include further information on how Conservation Areas should be managed.

- 3.16 Table 1 sets out the current Conservation Area Appraisals. These Appraisals are available on the Council’s website at www.gosport.gov.uk/conservation-area-appraisals. In a similar way to the SPDs there is no requirement to publish a timetable to produce a CAA. The SCI sets out the consultation arrangements for these documents. Following consultation and revision of the appraisal and the resulting management proposals to take account of public responses, they can be adopted formally in accordance with the local authority’s internal procedures. Planning inspectors have accepted appraisals as material considerations of considerable weight in appeals.

Table 1: Conservation Area Appraisals in Gosport Borough

Anglesey and Alverstoke Conservation Area (February 2024)
Bury Road (November 2018)
Daedalus (March 2007)
Forton (November 2008)
Gosport Line Conservation Areas – St George Barracks North, St George Barracks South, and Trinity Green and Walpole Park (February 2024)
Hardway (March 2007)
Haslar Barracks (March 2018)
Haslar Peninsula (March 2007)
High Street (Gosport Town Centre) (2024)
Lee-on-the-Solent (March 2009)
Peel Road (March 2007)
Priddy’s Hard (February 2024)
Rowner (March 2007)
Stoke Road (2024) –
Stokes Bay (October 2022)

Community Infrastructure Levy Charging Schedule

- 3.17 The current Community Infrastructure Levy (CIL) Charging Schedule was adopted on 14th October 2015 and covers the whole Borough. It was adopted following an examination by a planning inspector which immediately followed the Examination in Public for the GBLP. The schedule came into effect on 1st February 2016.
- 3.18 The CIL has generally, but not totally replaced the need to take developer contributions secured through a Section 106 Agreement, with a tariff being placed on

certain types of development. Following work on viability it was found that residential development and retail warehousing were the forms of development capable of generating CIL receipts.

- 3.19 The CIL is not a DPD and is not required to be included in the LDS. In this case it is considered that the CIL Charging Schedule will use significant evidence from the Local Plan process and will therefore be updated at the same time as the GBLP. The latest Government proposals published in December 2022 state that CIL is likely to be abolished and replaced with a completely different mechanism and therefore the LDS will be amended when further details are known, however this is expected to be phased in over a suggested 10-year period. A timetable for the Council's CIL is included in Appendix 1 and key milestones in Appendix 2.

4 Preparation and Adoption of the Gosport Borough Local Plan

Introduction

- 4.1 As highlighted previously it is a statutory requirement for each local planning authority to have an up-to-date Local Plan. The NPPF¹¹ and associated Planning Practice Guidance (PPG)¹² provides further detail on these matters.
- 4.2 The NPPF states that Local Plans should be 'reviewed' every five years. The Government's Planning Practice Guidance sets out in more detail what is meant by review (see Box 2 below).

Box 2: Plan Reviews – Extracts from the Planning Practice Guidance relating to Plan Review

How often should a plan or policies be reviewed?

To be effective plans need to be kept up-to-date. The National Planning Policy Framework states policies in local plans and spatial development strategies, should be reviewed to assess whether they need updating at least once every 5 years, and should then be updated as necessary.

Most plans are likely to require updating in whole or in part at least every 5 years. Reviews should be proportionate to the issues in hand. Plans may be found sound conditional upon a plan update in whole or in part within 5 years of the date of adoption.

Paragraph: 062 Reference ID: 61-062-20190315 Revision date: 15 03 2019

Are policies considered out-of-date if they are not updated after 5 years?

The National Planning Policy Framework is clear that strategic policies should be prepared over a minimum 15 year period and a local planning authority should be planning for the full plan period. Policies age at different rates according to local circumstances and a plan does not become out-of-date automatically after 5 years. The review process is a method to ensure that a plan and the policies within remains effective. Applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise. Due weight should be given to relevant policies in existing plans according to their consistency with the National Planning Policy Framework. It will be up to the decision-maker to decide the weight to give to the policies.

Paragraph: 064 Reference ID: 61-064-20190315 Revision date: 15 03 2019

Source: Planning Practice Guidance (DLUHC)

¹¹ www.gov.uk/government/publications/national-planning-policy-framework--2

¹² www.gov.uk/government/collections/planning-practice-guidance

Reasons for reviewing the Local Plan

4.3 Whilst the current adopted Local Plan was adopted in 2015 and covers the period to 2029 it has been considered necessary to prepare a revised Local Plan to cover the period to 2040. It is proposed that the end date of the emerging Local Plan is extended by two years from 2038 to 2040 since the initial consultation draft of the emerging Local Plan (Regulation 18 version September 2021) in order to ensure that there is a 15 year period after the anticipated adoption date. There are a number of reasons which prompt the need to prepare an updated Local Plan which are set out below.

- The Local Plan is now well over five years old and in accordance with Government requirements plans should now be reviewed every five years.
- Since the adoption of the GBLP the Partnership for Urban South Hampshire (PUSH)¹³ (now known as Partnership for South Hampshire (PfSH)) has produced its Spatial Position Statement (December 2023)¹⁴ which sets out the quantum of employment floorspace and housing required for the sub-region including figures for each district over the period to 2036. Ongoing work is also being undertaken by PfSH to prepare a Statement of Common Ground.
- Since the adoption of the current Local Plan, the Government has revised the NPPF (in July 2018, 2021 & 2023) and introduced a standard method for calculating housing need for each district, a requirement to meet the Housing Delivery Test, and a number of other significant changes which are being considered further as part of the Local Plan as well as collectively by the PfSH authorities.
- In November 2016 the Government announced the release of two major Ministry of Defence sites within the Borough. Blockhouse was originally due to be released in 2020 but this is now planned for 2025, and HMS Sultan was originally proposed to be released in 2026 but the site will now not be released until at least 2029. These sites have significant implications for the future development strategy of the Borough. It is important to recognise that it is the Council's position to strongly lobby for the retention of HMS Sultan as a training base and where achievable consider intensifying the employment and training uses of the site for military and civilian organisations.
- The Government's legal requirement that the UK will be producing net zero carbon emissions by 2050; and other Government announcements and initiatives

¹³ PfSH is a sub-regional grouping of 11 authorities: East Hampshire District Council (part); Eastleigh Borough Council; Fareham Borough Council; Gosport Borough Council; Hampshire County Council (part); Havant Borough Council; New Forest District Council; New Forest National Park Authority; Portsmouth City Council; Southampton City Council; Test Valley Borough Council (part)

¹⁴ PfSH Spatial Position Statement 2023 - Partnership for South Hampshire (push.gov.uk)

such as the requirement for biodiversity net gain also require new Local Plan policies.

- The Councils own ambitions to explore new initiatives and planning policies which include improving health and wellbeing, and addressing the impacts of climate change also necessitate changes to the Local Plan.

- 4.4 Once adopted the new Local Plan will supersede the current Local Plan 2011-2029. The process of preparing and adopting a Local Plan is included in Appendix 3.

Documents supporting the Local Plan

- 4.5 A fundamental step in the process of preparing a Local Plan is the gathering of sufficient evidence which is robust enough to support planning policies. As part of the Local Plan process a number of supporting documents and evidence studies are required and these are set out below and in Table 2. Some of these will be prepared internally whilst others will require external expertise.

Policies Map

- 4.6 The Policies Map geographically identifies the adopted Local Plan policies. The revised Policies Map will primarily include the policies of the new Local Plan but will also include relevant proposals in the Hampshire Minerals & Waste Plan. It will supersede the current Policies Map that accompanies the GBLP 2011-2029.

Habitats Regulation Assessment

- 4.7 A Habitats Regulation Assessment is a requirement of the Conservation of Habitats and Species Regulations 2017 (as amended, commonly known as ‘the Habitats Regulations’). The assessment focuses on the likely significant effects of the plan on the nature conservation interests of internationally and nationally protected areas in and around the Borough, and seeks to establish whether or not there will be any adverse effects on the ecological integrity of these sites as a result of proposals in the plan. This is an integral part of the Local Plan process and will include specific consultation with key stakeholders such as Natural England throughout the process as well as wider public consultation at the same time the GBLP is available for consultation.
- 4.8 The Council published a Screening Assessment Report as part of the Regulation 18 consultation in 2021. A full Habitats Regulation Assessment will be published for consultation at Regulation 19 stage.

Sustainability Appraisal

- 4.9 A Sustainability Appraisal (SA) has been undertaken for the Local Plan policies to assess their economic, environmental and social impact, and to ensure that the policies and proposals will promote sustainable development. The Environmental Assessment of Plans and Programmes Regulations 2004 (referred to as the SEA

Regulations) require the Local Plan to undergo a formal Strategic Environmental Assessment (SEA). The SA is an iterative process and fulfils the SEA Regulations, and will be amended throughout the plan-making process to take into account the latest policy framework, evidence and consultation. To date, the SA includes a number of elements:

- A Scoping Report which includes the Gosport Profile Information and a review of all the relevant strategies affecting the Borough. This was subject to consultation with statutory consultees from January to March 2021.
- A Sustainability Appraisal Report of the Draft Gosport Borough Local Plan (Regulation 18), including Annex A – Detailed Sustainability Appraisal of Strategic Policies and General Development Policies and Annex B – Detailed Sustainability Appraisal of Development Sites. This was subject to consultation alongside the draft Local Plan at Regulation 18 stage from September to December 2021. A version will also be published as part of the Regulation 19 consultation.

Evidence Studies

- 4.10 Table 2 sets out the key evidence studies required for the emerging Local Plan, based on past experience and the requirements set out in NPPF and PPG. The table gives some indication as to whether the study is likely to be internal research conducted primarily by officers or whether it will likely to be external and prepared primarily by consultants. The table also highlights those studies recently instigated on a sub-regional basis by PfSH.

Table 2: Currently known studies which will contribute towards the evidence base

Study	Comment
Internal	
Infrastructure Assessment Report (IAR) and Delivery Plan (IDP)	Available as part of the Local Plan consultation. The IAR takes into account the Solent LEP report Gosport Infrastructure Investment Plan (GIIP). To be refreshed for the Reg.19 version. The IDP is published annually as part of the Infrastructure Funding Statement (IFS).
Open Space Monitoring Report	Available as part of the Local Plan consultation. To be refreshed for the Reg.19 version.
Strategic Housing Land Availability Assessment	Available as part of the Local Plan consultation. To be refreshed for the Reg.19 version.
Strategic Flood Risk Assessment of Local Plan Sites	Available as part of the Local Plan consultation. To be refreshed for the Reg.19 version.

Gosport Economic Development Strategy 2021-2031 and evidence base	Available as part of the Local Plan consultation.
A range of topic background papers	Available as part of the Local Plan consultation. To be refreshed for the Reg.19 version.
PfSH-led	
Air Quality Study	Completed 2018
Integrated Water Management Strategy	Completed. A PfSH working group meets regularly on water quality matters across the area.
Strategic Flood Risk Assessment	Completed 2024
PfSH Statement of Common Ground Studies relating to employment, strategic development opportunity areas and related transport implications.	2023 with ongoing updates
External for GBC	
Demographic Projections	Completed (2019) and available as part of the Local Plan consultation. To be refreshed for the Reg.19 version.
Economic Development Needs Assessment (EDNA)/ Employment Land Availability Assessment (ELLA)	Completed (Feb 2019) and available as part of the Local Plan consultation.
Gosport Infrastructure Investment Plan	Commissioned by the Solent LEP and completed in 2018
Gosport Retail, Leisure and Tourism Study	Completed (July 2020) and available as part of the Local Plan consultation.
Site specific	Individual site studies conducted by a range of organisations will contribute towards the evidence base- continual discussions underway.
Built Facilities and Playing Pitch Assessment	Under preparation and will be available as part of the Local Plan consultation.
Transport Assessment	Stage 1 – Modelling completed

	Stage 2 – Transport Assessment –under preparation and will be available as part of the Local Plan consultation.
Whole Plan Viability Report	Completed and findings being integrated into the Local Plan and will be available as part of the Local Plan consultation.

4.11 This is by no means an exhaustive list and the Local Plan will draw significantly upon other studies and strategies produced by a number of organisations on a range of themes. The Council’s website relating to the current Local Plan outlines the range of evidence used¹⁵. Other studies may be required as and when issues arise from revised Government guidance, changing circumstances (such as land releases), and new evidence or as a result of issues arising from consultation.

4.12 In addition the Council will prepare a number of thematic background papers which bring together the following:

- the latest policy framework and best practice;
- key findings from various evidence studies; and
- consultation outcomes

4.13 These are useful living drafts for officers which will eventually be published. These set out how key policies and main themes have been formulated. They include issues such as housing, the economy, retail, nature conservation, and the urban area boundary.

Statement of Community Involvement

4.14 The Statement of Community Involvement (SCI) sets out how the community will be consulted and involved in the preparation of the Local Plan and other planning documents. It sets out the Council’s approach to community involvement on planning applications within the Borough. A revised SCI was produced in 2023.

Statement of Consultation

4.15 As part of the Examination of the Local Plan, the Council is required to produce a Statement of Consultation which demonstrates to a Planning Inspector and stakeholders how the Council consulted with the public and other stakeholders throughout the process and what were the main outcomes. This will be published as part of the Regulation 19 consultation.

¹⁵ www.gosport.gov.uk/localplan2029-evidencestudies

Duty to Cooperate Statement and Statement of Common Ground

- 4.16 The Council is required to produce a Duty to Cooperate Statement to demonstrate how it has fulfilled its statutory obligations to fulfil the duty to cooperate under the provisions of the Localism Act and the Town and Country Planning (Local Planning) (England) Regulations 2012. This will be considered by an Inspector at the Examination in Public.
- 4.17 In addition under arrangements included in the NPPF (first introduced in the 2018 NPPF) it is necessary for local authorities to prepare Statements of Common Ground which need to be prepared and maintained on an on-going basis throughout the plan making process. These documents deal with how cross-boundary matters are being addressed. In September 2023 the PFSH authorities agreed a multi-lateral statement covering the South Hampshire sub-region. This will be updated on an ongoing basis.
- 4.18 The Council has signed a Statement of Common Ground with Fareham Borough Council relating to the Fareham Borough Local Plan 2037 in February 2022 and this is available online (document FBC039): www.fareham.gov.uk/planning/local-plan/examination/examinationlibrary.aspx

Timetable and Process for preparing the GBLP

- 4.19 Notwithstanding the uncertainties highlighted in this LDS Table 3 sets out the proposed GBLP timetable. In addition Appendix 1 identifies the timeline in comparison with other proposed planning documents, whilst Appendix 2 sets out key milestones. Appendix 3 outlines in further detail the key elements of each stage.

Table 3: Summary of new Gosport Borough Local Plan 2040 Timetable

Sought Economic Development Board approval for consultation purposes	September 2021 (Completed)
Consultation on Draft Local Plan (Reg 18) (10 week informal consultation)	September - December 2021 (Completed)
Seek Policy and Organisation Board and Full Council approval for consultation and ultimately submission of Reg 19 draft Local Plan	October 2024
Consultation on Publication Plan (Reg 19) (6 week consultation)	October- November 2024
Submission of Plan to Secretary of State	February 2025
Examination in Public	Late Spring/Early Summer 2025
Adoption	Winter 2025/26

5 Resource Considerations

- 5.1 A crucial element in the successful delivery of an up to date Local Plan for Gosport will involve effective resource management and allocation.
- 5.2 Gosport Borough Council is a relatively small authority with limited financial and staff resources so it is particularly important to ensure resources are well directed.

Member responsibilities

- 5.3 The Economic Development Board (now consolidated into the Policy and Organisation Board) approved the Local Plan for consultation at Regulation 18 stage in September 2021. The Policy and Organisation Board will also consider the document at Regulation 19 stage for consultation but it will be necessary for the document to be approved by Full Council prior to consultation and submission to the Secretary of State. Similarly once the Inspector's Report is received it will be for Full Council to formally adopt the Local Plan following consideration at the Policy and Organisation Board.

Staff responsibilities and resources

- 5.4 Overall responsibility for the successful delivery and implementation of the Gosport Local Plan and associated documents will be with the Planning Policy Section of the Borough Council's Planning and Regeneration Service. Much of the work of the Planning Policy Section will be dedicated to the preparation of the Local Plan. The structure of the Planning Policy Section is set out below:
- Manager of Planning Policy
 - Principal Planning Officer
 - Principal Planning Officer
 - Senior Planning Officer
 - Planning officer (currently vacant)
 - Cartographic & Technical Officer p/t
- 5.5 Officers from other sections in the Council will also have involvement in aspects of the preparation of the Local Plan. In particular the following linkages (Table 4) are anticipated:

Table 4: Work with other Council teams

Teams	Types of work
Development Management	Development management policies, transport policies, site allocations
Conservation and Design	Conservation and design policies, and specific sites

Economic Development	Employment and retail policies, site allocations
Housing	Housing policies
Property	Specific site allocations
Streetscene	Open space policies, flood management policies with the Coastal Partners, recycling and sustainability policies, Alver Valley
Environmental Health	Contamination issues both generally and in relation to specific sites
Corporate Policy	Community liaison
Legal	Advice throughout the plan-making process
Finance	Advice throughout the plan-making process
Communications Team	Assistance with publicity and media

- 5.6 The Borough Council will also continue its established working relationships with officers of Hampshire County Council on a range of issues. It will also work in partnership with other authorities in PFSH, with a particular emphasis on joint studies and cooperative policy development. The Council will work with colleagues at Portsmouth City Council and Fareham Borough Council on particular cross-boundary issues, which will form part of the Duty to Cooperate and inform Statements of Common Ground in order to deliver quality planning outcomes.
- 5.7 Similarly, the Borough Council will work with organisations such as the Environment Agency, Historic England, Natural England, the Hampshire & Isle of Wight Local Nature Partnership, the Wildlife Trust, the Queen's Harbour Master, Homes England and the Defence Infrastructure Organisation.
- 5.8 Additional resources will be contracted to undertake particular tasks or to meet deadlines at times of particular pressure. In some cases this may involve individual officers from other departments, other local authorities and in other cases external consultants, including specialist consultants. Wherever possible these additional resources should either have a sound knowledge of planning issues in Gosport and South Hampshire, or should have sound experience of the specialist work required. Procurement of any external resource and/or services will be undertaken in accordance with the Council's procurement processes.

Risk Assessment

- 5.9 The preparation of the LDS will allow for more effective resource planning, but inevitably there will be various factors, mainly unforeseen, which will affect the programmes for the preparation of the Local Plan and associated documents. This could include the following:
- Staff retention
 - Staff capacity and skills
 - Any diversion of staff time to other Council corporate priorities
 - Recruitment problems of qualified officers
 - Staff illness
 - Changes to Government guidance and legislation
 - Budgetary constraints
 - Lack of clarity from landowners on the extent and timescale of any land releases which can affect the evidence gathering process and ultimately the ability to allocate sites
 - Capacity of external agencies to provide comment and guidance
 - Programme slippage on evidence studies
 - Level of representations received at each stage of consultation.
- 5.10 Consideration will be given to appropriate contingency arrangements, especially if this would lead to key milestone dates not being met. In certain circumstances it may be necessary to prepare a revised Scheme where the programmes in the LDS may not have been met. The LDS is kept under review via the Planning and Regeneration Services Management meetings. Any material revisions will be reported to the Policy and Organisation Board for approval.

6 Monitoring and Review of the Local Development Scheme

Authority Monitoring Report

- 6.1 The Government has placed increased importance on monitoring the progress of Plan preparation in recent years. The Local Development Scheme will therefore be subject to regular monitoring and revised where necessary.
- 6.2 The Government requires the Council to publish the Authority Monitoring Report (AMR) annually. The AMR includes a section which considers the progress of the Gosport Borough Local Plan as set out in this LDS. The AMR is published on the Council's webpage (normally in the last quarter of each year): www.gosport.gov.uk/AMR.
- 6.3 The AMR includes information which can influence the need to review both a local plan and its timetable. It includes the following:
- Monitoring of the progress of the LDS
 - Monitoring the progress of development on key sites
 - Housing Supply information including the latest Five Year Housing Supply and Housing Delivery Test
 - Information on employment and retail completions
 - Nature conservation, open space and green infrastructure indicators and other indicators set out in the Local Plan
 - Infrastructure delivery
 - Issues arising from particular policies
 - Report on activity relating to the duty to cooperate
- 6.4 The AMR will assess the implementation of the LDS and the extent to which policies in the Local Plan (and other planning policy documents) are being successfully implemented.

Review of the Local Development Scheme

- 6.5 The Council will continue to monitor the Local Development Scheme and submit any further revision or update as appropriate.

Appendices

Appendix 1: The timetable for planning policy documents

	2024				2025			2026
	Spring	Summer	Autumn	Winter	Spring	Summer	Autumn	Winter
Gosport Borough Local Plan 2040	PREPARATION/ ONGOING WORK		SEEK P&O AND FULL COUNCIL APPROVAL FOR CONSULTATION AND ULTIMATE SUBMISSION	REG. 19 PUBLIC CONSULTATION FOR SIX WEEKS	SUBMISSION TO SECRETARY OF STATE	EXAMINATION IN PUBLIC BY INSPECTOR		ADOPTION
CIL Gosport Charging Schedule	PREPARATION/ ONGOING WORK		SEEK P&O AND FULL COUNCIL APPROVAL FOR CONSULTATION AND ULTIMATE SUBMISSION	REG. 16 PUBLIC CONSULTATION FOR SIX WEEKS	SUBMISSION TO SECRETARY OF STATE	EXAMINATION IN PUBLIC BY INSPECTOR		ADOPTION

Appendix 2: Key Milestones in the Production and Adoption Process of GBLP and the Revised CIL Charging Schedule

New Gosport Borough Local Plan 2040

Evidence Gathering and Preparation of Draft Local Plan	January 2019 – August 2021 (Completed)
Sought Economic Development Board approval for ten week consultation	September 2021 (Completed)
Consultation on Draft Local Plan (often referred to as Regulation 18 stage) (10 week informal consultation) with accompanying Sustainability Appraisal and evidence base	September – December 2021 (Completed)
Analysis of consultation comments and prepare any amendments to Local Plan and undertake further evidence work	January 2022 – August 2024 (Ongoing)
Seek Policy and Organisation Board and Full Council approval for consultation and ultimately submission of Reg 19 draft Local Plan	October 2024
Consultation on Publication Plan (often referred to as Regulation 19 stage) (REQUIRED FOR A STATUTORY 6 WEEK PERIOD)	October- November 2024
Submission of Plan to Secretary of State	February 2025
Examination in Public	Late Spring/Early Summer 2025
Inspector's report - Fact Check	Autumn 2025
Anticipated receipt of Inspector's Report	Autumn 2025
Provisional Date of Adoption	Winter 2025/2026

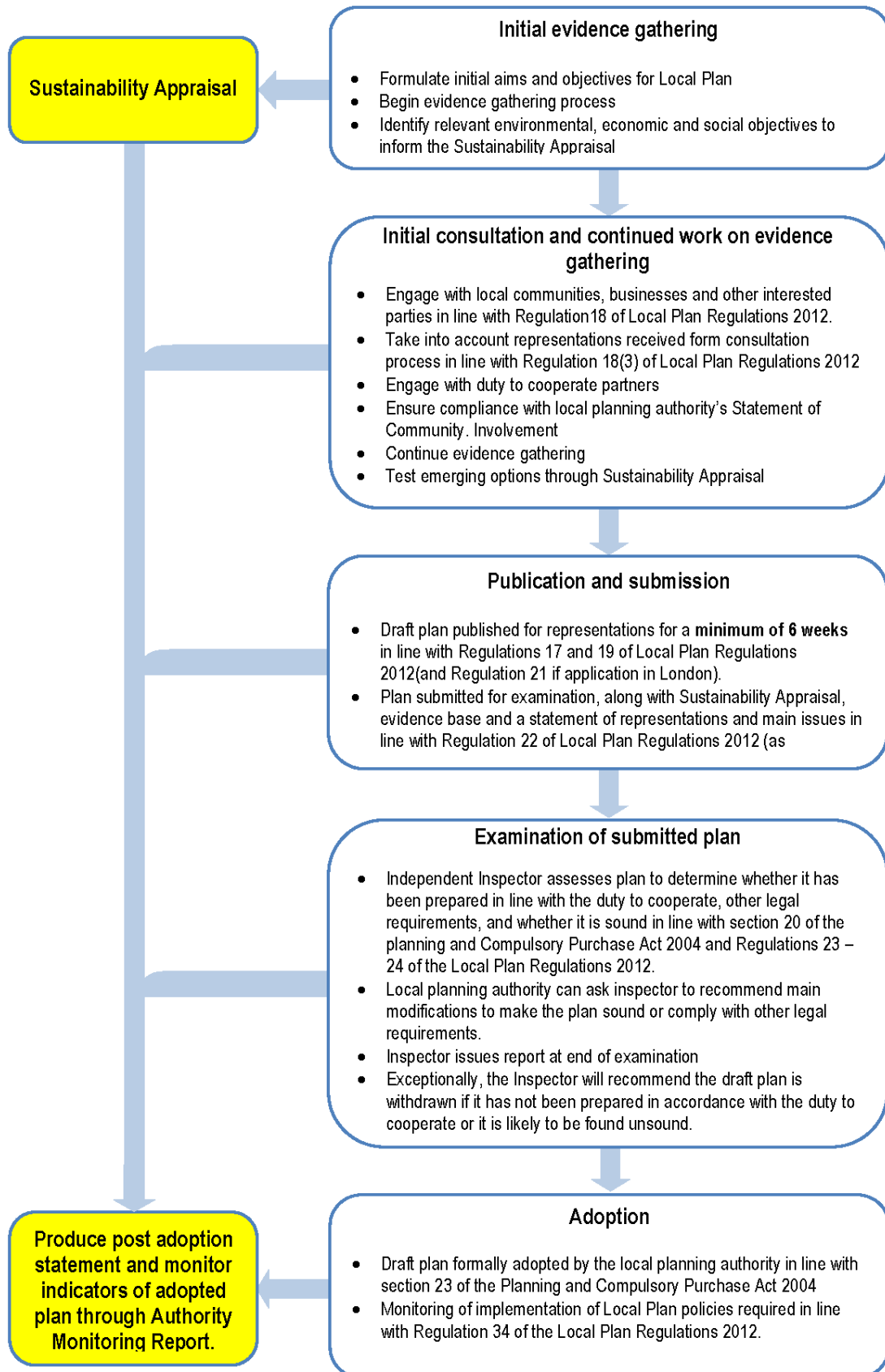
Community Infrastructure Levy: Gosport Charging Schedule

Evidence Gathering and Preparation of Publication Schedule	January 2019 – August 2024
Seek Policy and Organisation Board and Full Council approval for consultation purposes	October 2024
Public Consultation on Publication Schedule* (often referred to as Regulation 16 stage) Legislation requires not less than 4 week – it is proposed that a six week consultation is undertaken to link with the Local Plan consultation	October-November 2024
Submission to Secretary of State	February 2025
Examination	Early Summer 2025
Examiner’s Report – Fact Check	Autumn 2025
Anticipated receipt of Examiner’s Report	Autumn 2025
Provisional Date of Adoption	Winter 2025/2026

* Since 2018 the regulations have been amended and consequently Local Planning Authorities now only need to consult once on the schedule rather than twice.

Appendix 3: Local Plan Process

DEVELOPMENT PLAN DOCUMENT PREPATION PROCESS



Abbreviations

AMR	Authority Monitoring Report (formerly known as Annual Monitoring Report)
CAA	Conservation Area Appraisal
CIL	Community Infrastructure Levy
DLUHC	Department for Levelling Up, Housing and Communities (formerly MHCLG)
DPD	Development Plan Document
GBLP	The forthcoming Gosport Borough Local Plan
GBLP 2011-2029	Gosport Borough Local Plan 2011-2029 (Adopted October 2015)
HAZ	Heritage Action Zone
HRA	Habitats Regulation Assessment
LDD	Local Development Documents
LDS	Local Development Scheme
LEP	Local Enterprise Partnership
NPPF	National Planning Policy Framework
PfSH	Partnership for South Hampshire
PPG	Planning Practice Guidance
Reg(s)	Regulation(s)
SA	Sustainability Appraisal
SCI	Statement of Community Involvement
SEA	Strategic Environmental Assessment

Glossary of Terms

Allocations	Sites specifically identified on the Proposals Map for development.
Authority Monitoring Report (AMR)	Produced by the Council annually to review the progress made against targets and the performance of local plan policies. The monitoring period is 1 April to 31 March. The annual report on progress in implementing the Local Development Scheme.
Community Infrastructure Levy (CIL)	A levy allowing local authorities to raise funds from owners or developers of land undertaking liable new building projects. Money raised can be used to support development by funding infrastructure that the council, community and neighbourhoods want.
Designations	Areas shown on the Policies Map to which specific policies apply (not allocations).
Development Plan	Is defined in section 38 of the Planning and Compulsory Purchase Act 2004, and includes adopted local plans, neighbourhood plans that have been made and published spatial development strategies, together with any regional strategy policies that remain in force. Neighbourhood plans that have been approved at referendum are also part of the development plan, unless the local planning authority decides that the neighbourhood plan should not be made. Under the Planning Acts, this is the prime consideration in the determination of planning applications.
Development Plan Document (DPD)	A type of Local Development Document that contains policies and proposals for development, and are subject to consultation and independent examination. They carry significant weight in determining planning applications.
Duty to Cooperate	The duty to cooperate is a legal test, it is separate from but related to the Local Plan test of soundness. The Duty Requires local councils to work together when preparing their local policies and plans, to ensure that 'bigger than local' issues which cross local boundaries are dealt with properly.
Heritage Action Zone (HAZ)	The Borough has a Borough-wide HAZ as well as a High Street HAZ covering Gosport High Street and Stoke Road. Further details are available at: https://gosporthaz.org.uk/

Local Development Documents (LDDs)	Generic term for planning policy documents. Comprises Development Plan Documents, Supplementary Planning Documents and the Statement of Community Involvement.
Local Development Scheme (LDS)	Statement of the Council's programme for the production of Local Development Documents.
Policies Map	Geographically expresses the policies and proposals of the Development Plan Document.
PfSH	The Partnership for South Hampshire comprising local authorities and other organisations formerly known as Partnership for Urban South Hampshire (PUSH).
Statement of Community Involvement (SCI)	Sets out how the local planning authority involves the local community, businesses and other stakeholders in preparing and reviewing its Local Development Documents and includes consultation arrangements for planning applications.
Section 106 Agreement	The legal agreements that are made when local authority seeks to secure planning obligations for particular actions from a developer when granting planning permission. This can include the securing of financial contributions in lieu of providing services or facilities that would be required in order for the development to be acceptable.
Statement of Common Ground	A statement of common ground is a written record of the progress made by strategic policy-making authorities during the process of planning for strategic cross-boundary matters. It documents where effective co-operation is and is not happening throughout the plan-making process, and is a way of demonstrating at examination that plans are deliverable over the plan period, and based on effective joint working across local authority boundaries. In the case of local planning authorities, it also forms part of the evidence required to demonstrate that they have complied with the duty to cooperate.
Strategic Environmental Assessment (SEA)	A procedure (set out in the Environmental Assessment of Plans and Programmes Regulations 2004) which requires the formal environmental assessment of certain plans and programmes which are likely to have significant effects on the environment.
Supplementary Planning Documents (SPD)	Documents which add further detail to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular

issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan.

**Sustainability
Appraisal (SA)**

A systematic process that must be carried out during the preparation of local plans. Its role is to promote sustainable development by assessing the extent to which the emerging plan, when judged against reasonable alternatives, will help to achieve relevant environmental, economic and social objectives.



Gosport Borough Council is committed to equal opportunities for all.

*If you need this information in an alternative format or language,
please let us know.*

March 2024

Local Development Scheme

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