

# FAREHAM

## BOROUGH COUNCIL

Richard Jolley  
Director of Planning & Regeneration  
Fareham Borough Council  
Civic Offices, Civic Way  
Fareham, Hampshire  
PO16 7AZ

**Contact:** Gayle Wootton  
**Ext.:** 4601  
**Date:** 17<sup>th</sup> March 2023

Dear Sir/Madam

### **ANNOUNCEMENT OF START OF CONSULTATION PERIOD ON TWO PLANNING MATTERS:**

- **1. COMMUNITY INFRASTRUCTURE LEVY DRAFT CHARGING SCHEDULE CONSULTATION**
  - 2. PLANNING OBLIGATIONS SUPPLEMENTARY PLANNING DOCUMENT CONSULTATION**
- 17 MARCH - 1 MAY 2023**

I am writing to inform you that Fareham Borough Council is consulting on two separate planning related consultations. The first is the Community Infrastructure Levy Draft Charging Schedule and the second is the Planning Obligations Supplementary Planning Document. The Council is inviting comments on both consultations over a six-week period from Friday 17<sup>th</sup> March – Monday 1<sup>st</sup> May 2023.

Details of the two consultations are set out in the documents attached to this email, which can also be found on the Council's website. The attached documents are:

#### **Community Infrastructure Levy**

- Community Infrastructure Levy Draft Charging Schedule.
- Statement of Representation Procedure.
- Fareham Community Infrastructure Levy Viability Assessment (November 2022).

#### **Planning Obligations Supplementary Planning Document (SPD)**

- Draft Revised Planning Obligations SPD (March 2023)
- Strategic Environmental Assessment Screening Assessment for Planning Obligations SPD.

Planning and Regeneration  
Civic Offices Civic Way Fareham PO16 7AZ  
Tel: 01329 236100 Fax: 01329 550576  
Voicemail: 01329 824630

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Paper copies are available to view in the Civic offices and at libraries set out below:

Location	Opening Times
Fareham Library Osborn Road Fareham PO16 7EN	Monday & Tuesday 9.30am to 4.30pm Wednesday & Thursday 9.30am to 1.30pm Friday 9.30am to 4.30pm Saturday 9.30am to 4pm Sunday – Closed
Portchester Library West Street Portchester PO16 9TX	Monday 9:30am to 5pm Tuesday – Closed Wednesday 9.30am to 1.30pm Thursday 9.30am to 5pm Friday – Closed Saturday 10am to 12 midday Sunday- Closed
Lockswold Library Lockswold Centre Locks Heath District Centre SO31 6DX	Monday – Closed Tuesday, Wednesday & Thursday 9.30am to 5pm Friday- Closed Saturday- 10am to 12 midday Sunday- Closed
Stubbington Library Stubbington Lane Stubbington PO14 2PP	Monday & Tuesday 9.30am to 5pm Wednesday & Thursday – Closed Friday 9.30am to 5pm Sat 10am to 12 midday Sunday- Closed
Gosport Discovery Centre High Street, Gosport PO12 1BT	Monday, Tuesday & Wednesday- 9.30am – 4.30pm Thursday - Closed Friday - 9.30am to 4.30pm Saturday – 9.30am to 4pm Sunday- Closed

### How to respond?

Representations on both consultations must be made by 11:59pm on the 1st May 2023 and submitted via post or email:

#### By email

Comments can be submitted by emailing [planningpolicy@fareham.gov.uk](mailto:planningpolicy@fareham.gov.uk) and will be accepted if sent before the closing date. You will receive confirmation that your comments have been received.

#### By post

If you are sending your comments by post, please allow sufficient time for delivery.

Responses can be posted to the Council's Civic Offices:

Fareham Borough Council

Planning Strategy

Civic Offices, Civic Way

Fareham, Hampshire

PO16 7AZ

Planning and Regeneration  
Civic Offices Civic Way Fareham PO16 7AZ  
Tel: 01329 236100 Fax: 01329 550576  
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Any person who has made comments on either consultation may withdraw those representations at any time by giving notice in writing to the Council either by e-mail or by post at the addresses given above.

### **Data Protection**

This consultation will be undertaken in accordance with the Planning Strategy Privacy Notice which sets out how the information received by the Council as a result of the consultation will be processed, shared and retained. The Privacy Notice is contained within the Council's Statement of Representations Procedure.

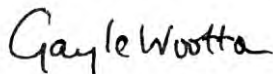
### **Next Steps**

All representations received on each consultation will be considered by the Council. For those on the Community Infrastructure Levy Draft Charging Schedule, these will be collated and used as set out in the Statement of Representations Procedure.

All representations received on the Planning Obligations SPD will be considered by the Council in its final approval of the SPD.

If you are having problems viewing or responding to these documents, and you would like paper copies sent to you, please contact the Planning Strategy team on 01329 824601. Please contact the team if you have any other queries in relation to these consultations.

Yours faithfully,



Gayle Wootton

**Head of Planning Strategy and Economic Development**

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Civic Offices Civic Way Fareham PO16 7AZ  
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[www.fareham.gov.uk](http://www.fareham.gov.uk)

## **Community Infrastructure Levy - Statement of Representation Procedure**

### **This statement relates only to the CIL consultation**

Under Regulation 16 of the Community Infrastructure Levy Regulations 2010 (as amended) Fareham Borough Council is inviting representations on the Community Infrastructure Levy Draft Charging Schedule from Friday 17<sup>th</sup> March - Monday 1<sup>st</sup> May 2023.

Following this consultation period, Fareham Borough Council intends to submit, under Section 212 of Planning Act 2008, the Draft Charging Schedule for Examination.

In accordance with the regulations, the Council has made available for inspection:

- Community Infrastructure Levy Draft Charging Schedule.
- Statement of Representation Procedure.
- Fareham Community Infrastructure Levy Viability Assessment (November 2022).

The Draft Charging Schedule and supporting evidence can be viewed on the Council's website at: [www.fareham.gov.uk/CIL](http://www.fareham.gov.uk/CIL) and at the Civic offices and libraries.

### **Right to Be Heard**

Any person who makes representations about the Draft Charging Schedule in accordance with the Statement of Representation Procedure may request the 'right to be heard' at the examination. This request must be submitted in writing before the end of this consultation on 1 May 2023. Representations may also be accompanied by a request to be notified, at a specified address, of any of the following:

- That the Draft Charging Schedule has been submitted to the examiner in accordance with section 212 of Planning Act 2008;
- The publication of the recommendations of the examiner and the reasons for those recommendations; and,
- The approval of the Charging Schedule by the Council.

### **How to Make Representations**

Representations on the Community Infrastructure Levy Draft Charging Schedule must be made by 11:59pm on the 1<sup>st</sup> May 2023 and submitted via email or post. All representations received will be shared with the appointed Inspector for the examination process. Any person who has made representations about the Draft Charging Schedule may withdraw those representations at any time by giving notice in writing to the Council either by e-mail or by post at the addresses given above.

**Planning and Regeneration**  
**Civic Offices Civic Way Fareham PO16 7AZ**  
**Tel: 01329 236100 Fax: 01329 550576**  
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## By email

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## By post

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Fareham Borough Council  
Planning Strategy  
Civic Offices, Civic Way  
Fareham, Hampshire  
PO16 7AZ

## Data Protection Privacy Statement

In order to deliver services to the citizens and communities in Fareham Borough, it is necessary for the Council to collect, gather and process personal data.

In relation to the consultation on the Community Infrastructure Levy Draft Charging Schedule, Fareham Borough Council will collect and process personal data for the following processing purposes:

- Receiving representations to the consultation and submitting the Charging Schedule for examination.

The Council is processing this personal data by virtue of the following Lawful Basis:

- Compliance with a legal obligation
- Performance of a task carried out in the public interest.

The Community Infrastructure Levy Regulations 2010 requires that, when the Council submits the Draft Charging Schedule for examination in public, the responses made to the consultation must also be submitted to the examiner. This includes the personal data collected, such as name, address and contact details.

Any representations submitted will also be made available on the Fareham Borough Council website, however addresses, email addresses and phone numbers will not be published.

Representations will be retained for no more than 5 years following adoption of the Charging Schedule. We will not keep this information for longer than is necessary.

You have certain rights under the General Data Protection Regulations (GDPR) in respect of your personal information. More information about your rights can be found on the Council's website:

[www.fareham.gov.uk/about\\_the\\_council/data\\_protection/dataprotection2018.aspx](http://www.fareham.gov.uk/about_the_council/data_protection/dataprotection2018.aspx)

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## **Next Steps**

Following this consultation, the Council will produce a summary of the main issues raised by the representations and a statement of modifications for where the need arises. These will be submitted to the appointed Inspector along with:

1. The draft charging schedule.
2. Copies of any and all representations received.
3. Copies of the relevant evidence.

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