

Surface Water Drainage

Pre-Application Service

Hampshire County Council
March 2026

Notice

This document and its contents have been prepared by Hampshire County Council and is intended solely as information for Local Planning Authorities and Developers in Hampshire and should be used in relation to surface water drainage strategies and flood risk assessments.

The County Council assumes no responsibility to any other party in respect of or arising out of or in connection with this document and/or its contents.

This document has **6** pages including the cover.

Document history

| Revision | Purpose description | Originated | Reviewed | Authorised | Date |
|----------|---------------------|------------|----------|------------|----------|
| Rev 1.0 | SW Pre-App Service | SDH | JP | SR | Mar 2026 |
| Rev 2.0 | | | | | |
| Rev 3.0 | | | | | |

No part of this document may be copied or reproduced by any means without prior written permission from Hampshire County Council. Any advice, opinions, or recommendations within this document; should be read and relied upon only in the context of this document as a whole, do not in any way purport to include any manner of legal advice or opinion, are based on the information made available to Hampshire County Council at the date of this document and on current UK standards, codes, technology, and construction practises as at the date of this document.

No liability is accepted for any use of this document other than for the purpose for which it was originally prepared and provided. Hampshire County Council cannot accept responsibility for any use or reliance on the contents from this report by any third party.

Hampshire County Council

Flood and Water Management,
The Castle, Winchester,
Hampshire,
SO23 8UD

Tel: 0845 603 5638

Fax: 01962 847055

www.hants.gov.uk

Contents

| Chapter | Page |
|---|-------------|
| 1. What Pre-Application includes | 4 |
| 2. Fees | 4 |
| 3. Benefits of Pre-application | 5 |
| 4. The Process | 5 |
| 5. Timescales | 6 |
| 6. Extent of Advice | 6 |

Tables

| | |
|---|---|
| Table 1 – Service Types | 4 |
| Table 2 – Fees by development size and service type | 4 |

Figures

| | |
|--|---|
| Figure 1- Surface Water Drainage Pre-Application Process | 5 |
|--|---|

1. What Pre-Application includes

There are four different options available through the pre-application service. The surface water drainage pre-application service provides the following depending on which service you select:

Table 1 – Service Types

| Service | What is included |
|--|--|
| Pre-application meeting and assessment | One meeting of up to 1-hour, written advice on the information provided and issues discussed, plus a Hampshire County Council historic flood information search. |
| Additional meetings (no new information submitted) | One meeting of up to 1-hour, written advice on the issues discussed. This option can be used for existing planning applications when further advice is needed to resolve our outstanding comments. |
| Additional Meeting with new information to review | One meeting of up to 1-hour, written advice on the information provided and issues discussed. |
| Site Visit | One site visit (length of time to be agreed) and a written advice on the issue discussed. This is a separate item that can be requested. |

2. Fees

The table below set out the pre-application service fees based on development size and type of meeting being requested. The pre-application service can be used to have a meeting in relation to ongoing applications if helpful. In these cases, simply choose the additional meeting option that is relevant for you. Fees are updated annually. The below fees cover the period of April 2026 – March 2027.

Table 2 – Fees by development size and service type. All fees will be subject to VAT.

| Category | Definition | Costs |
|---|---|----------------------------------|
| Small development | 10-200 dwellings ¹ | £543 |
| | Up to 3.4 ha of site area for dwellings | |
| | Up to 5000m ² of commercial | |
| Large development | > 201 plus dwellings | £825 |
| | Over 3.4 ha of site area for dwellings | |
| | 5001 m ² plus of commercial | |
| Additional Meeting (no new information) | Small | £319 |
| | Large | £445 |
| Additional Meeting with new information to review | Small | £411 |
| | Large | £539 |
| Site Visit | Any size major development | Individually Priced ² |

¹ Definitions of residential development size will be determined using property numbers unless this information is not available, in which case site area will be used.

² Site visit costs will be determined on a case-by-case basis depending on distance, site size and likely amount of time needed at site.

3. Benefits of Pre-Application

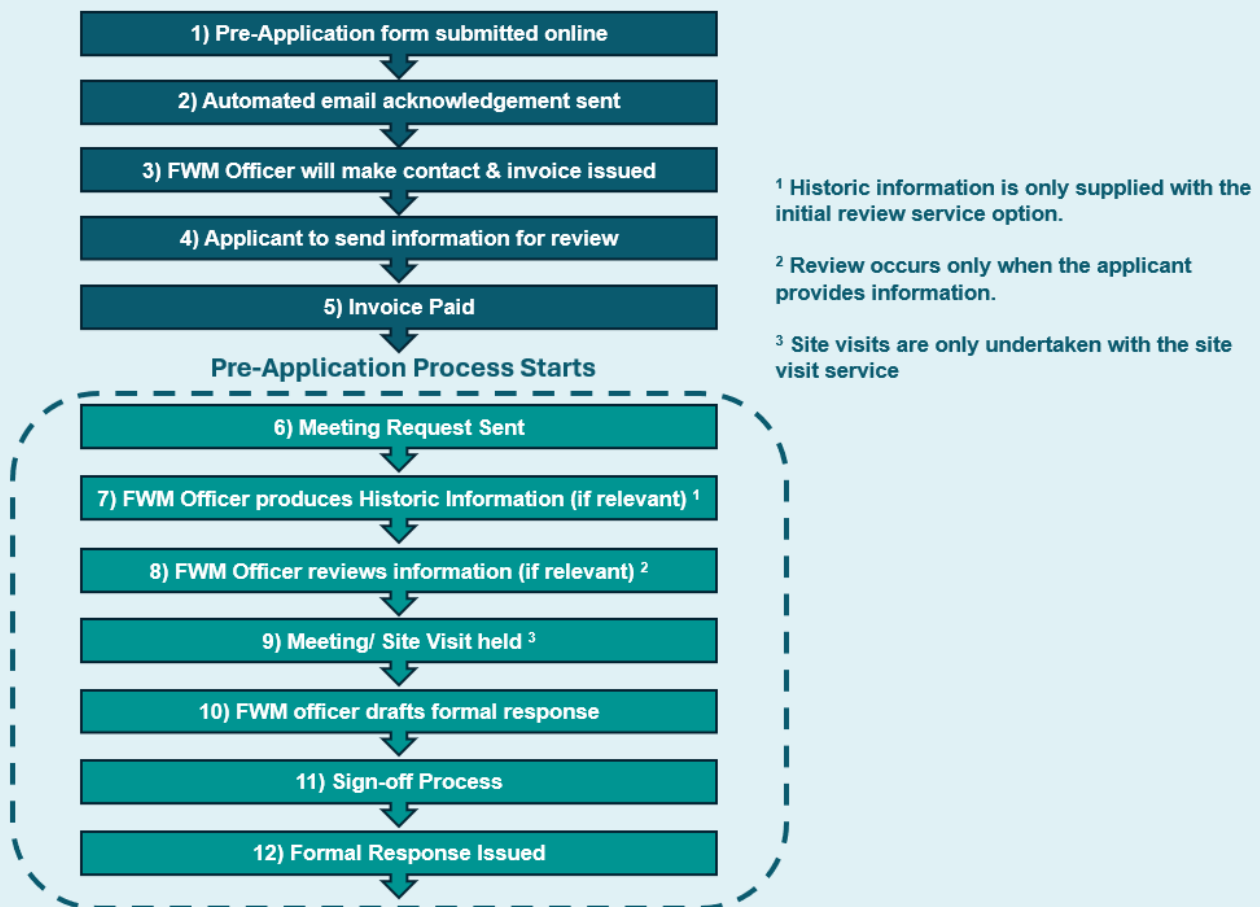
The Lead Local Flood Authority (Flood and Water Management (FWM) team) encourages early engagement in site development, with the value of the advice depending on the information provided. The key benefits are outlined below:

- Tailored advice on applying relevant national and local drainage policies and guidance especially the new National Standards for Sustainable Drainage Systems.
- Reduced design and development time through early advice.
- Collaborative problem-solving with relevant stakeholders.
- Coordinated preapplication work with Local Planning Authorities to help the applicant to achieve layouts that meet planning and watercourse consent requirements.
- Improved design quality through professional collaboration.
- Early identification of unacceptable proposals to avoid wasted time and cost.
- Greater certainty for applicants.
- A formal written response that can support the planning application.
- Better sustainability outcomes through early engagement and opportunity identification.

4. The Process

The advice provided will be of proportionate detail in response to information provided. An indicative flow chart of the service is set out below.

Figure 1- Surface Water Drainage Pre-Application Process



5. Timescales

We aim to have a meeting within two weeks of receiving payment and to provide a formal written response within two weeks of holding the meeting. If this is not achievable due to complexity, scale or applicant availability, we will agree a more suitable timeframe before starting the review.

Please allow enough time for the pre-application process so our advice can be fully considered at the application stage. Be aware that the relevance of pre-application advice will reduce over time.

6. Extent of Advice

Any advice provided by County Council Officers for surface water drainage preapplication enquiries is informal and does not represent a formal Council decision on future planning applications. Comments given at the preapplication stage are not binding on the Lead Local Flood Authority when considering later formal planning applications. Comments from the LLFA are based on compliance with the SuDS standards and do not necessarily reflect the views of Highways. If Highway adoption is to be sought, specific advice should be sought from Highways as a separate process.

All views are offered in good faith and based on the information available at the time. However, planning applications are subject to public consultation and final decisions rest with the Planning Authority. New issues may still arise once a planning application is formally submitted.

Hampshire County Council may decline a request for pre-application advice if it is not appropriate to provide it.

Pre-application advice is not exhaustive; it highlights the main issues that should be considered based on the discussions and information provided. Officers will not prepare planning statements or other supporting reports—this remains the applicant's responsibility, and professional advisers should be engaged for complex proposals.

If the proposal changes, additional advice should be sought. Further preapplication engagement may also be helpful once more detailed information becomes available before the planning application is submitted.

All advice and related documents are intended only for the named recipient. Anyone who is not the intended recipient must not act on or share the information.

