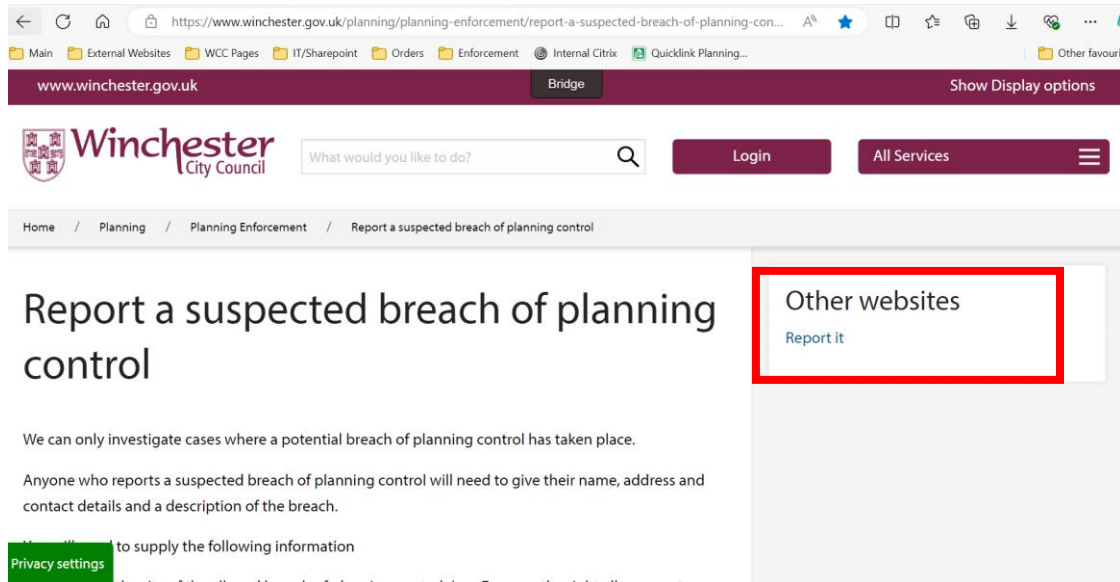


How to Report a Suspected Breach of Planning Control.

The Enforcement Team have created the following guide to assist you when reporting concerns of a suspected breach of Planning Control.



The screenshot shows the website interface for reporting a suspected breach of planning control. The main heading is "Report a suspected breach of planning control". Below the heading, there is a paragraph explaining that the council can only investigate cases where a potential breach has taken place, and that reporters will need to provide their name, address, and contact details. A "Privacy settings" link is visible. On the right-hand side, a sidebar contains a link labeled "Other websites Report it", which is highlighted with a red rectangular box.

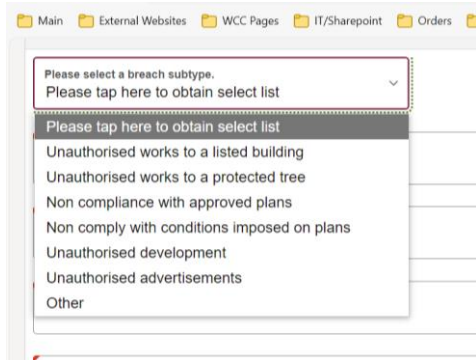
To open the report form, click on the link at the side of the page. From here, you will be able to log in using your 'Your Winchester' account information or enter the report form as a guest.



The screenshot shows the "Your Winchester" login form. At the top, there is the Winchester City Council logo and the text "Your Winchester". Below this, there are two input fields: "Email / username" and "Password". A maroon "Login" button is positioned below the password field. Underneath the button, there are three links: "Guest", "Forgot password?", and "Register now". At the bottom of the form, the language is set to "English".



You are now on the first page of the report form. In this section you will be able to provide the necessary information to enable the Enforcement Team to efficiently investigate your concerns.



Use the drop down to select the type of breach believed to be occurring.

The Enforcement Team can not investigate anonymous complaints, therefore valid contact details will be required.

Please select a breach subtype.
Please tap here to obtain select list

Please provide a valid email address

Please give brief details of the planning breach
Please provide a brief description of the problem

Contact telephone number

Your name

* Contact Address
Please search by Postcode or first line ...

Please state who is thought to be responsible, including their name and contact details

At the end of the page, please describe the harm that the development is having on yourself and provide any further information that may aid the investigation, for instance any known Planning References.





* Contact Address

Please search by Postcode or first line ...

Please state who is thought to be responsible, including their name and contact details

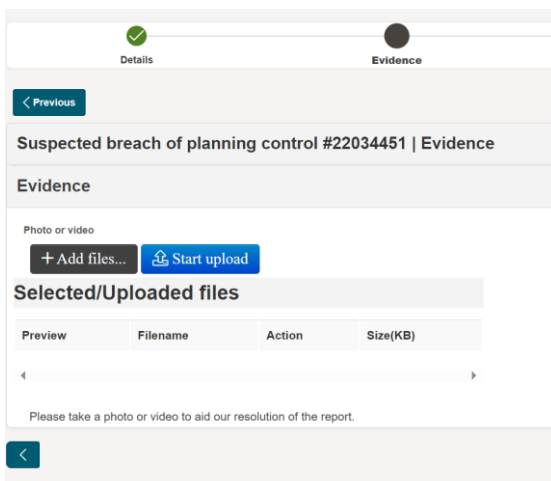
* Please state when the breach is believed to have commenced on the site

* Please outline the impact on you and your environment. Providing as much details as possible

Please provide any planning history and /or planning references you are aware of.

You will not be able to move on to the next section until all sections with a red mark have been completed.

You can then click the continue button at the end of the page to move to the next section.



On this page, you can submit any photographs or evidence of the suspected breach.

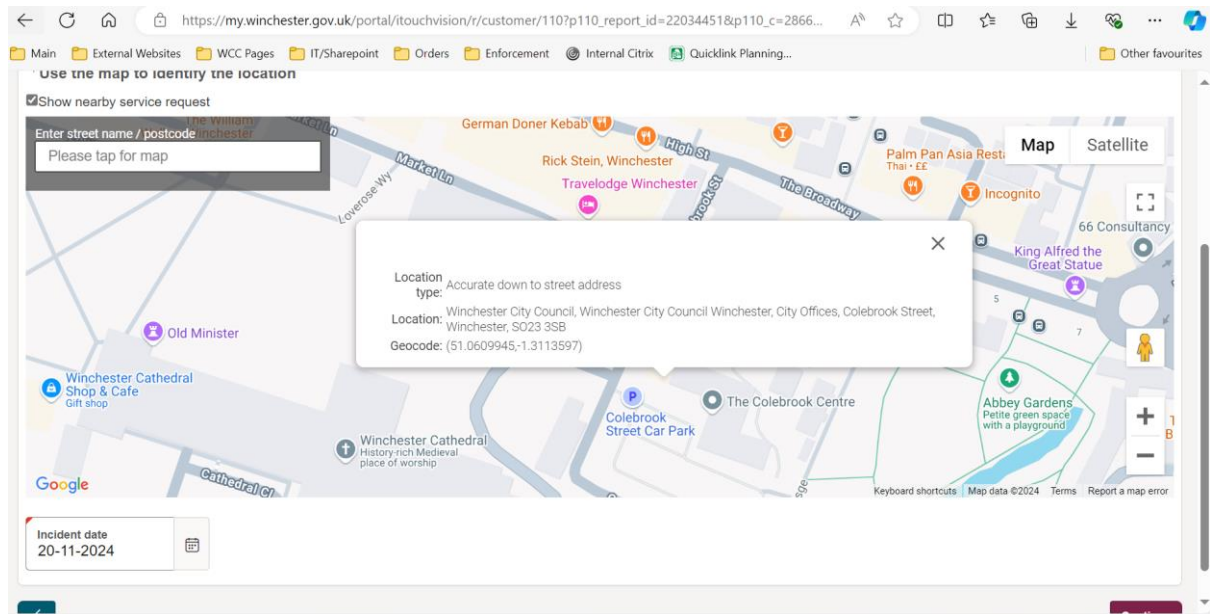
First click 'Add files' to select the documents from your device. Once you have selected the required documents, click 'start upload' to attach them to the form.

Once all documents have been attached, click continue.



The final bit of information you will need to provide, is the location of the breach.

On the map below, you can either enter the address of the site into the address box on the top left hand corner of the map or click on the map to pin-point the location.



Please enter the date of when the breach occurred.

Once completed, please click continue.

You will then be able to review your report.

If any changes need to be made, please use the back arrows to return to the require page.

If you are satisfied with the report, please click submit. You will receive a auto-confirmation email of your submission.

The Enforcement Team will then review your report and will be in contact.

