

Susan Haley

From: [REDACTED]
Sent: 04 June 2026 15:30
To: Susan Haley; Lucy Robinson
Cc: Freya Clewley
Subject: RE: LU/104/26/PD - 37 High Street, Littlehampton

Follow Up Flag: Follow up
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Dear Susan

I hope you are well. I work alongside Lucy at Henry Adams and have been discussing the overheating point with our acoustic consultant.

They have confirmed that Approved Document O (ADO) only applies to new build developments, which is why it was included an overheating assessment in the report.

With regards to the Acoustics, Ventilation and Overheating Guidance (AVOG) (Jan 2020), as well as the newly implemented Building Regulations AD), attention is drawn to the fact that these relate to new build developments and not conversions/change of use. For the AVOG, 2020, this is found in paras 1.4 and 1.13 and for the ADO, see para 0.3.

The ADO Frequently Asked Questions (FAQ) also referenced that an overheating assessment for a change of use is not applicable- [Approved Document O: Overheating, frequently asked questions - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/approved-document-o-overheating-frequently-asked-questions).

As a result, we don't feel an overheating assessment should be asked for in this instance given the Building regs guidance.

I hope the above is of use and would be grateful if you could share this further update with the EHO for review.

Kind regards,
Peter

Peter Cleveland MRTPI
Head of Planning
Henry Adams LLP
[REDACTED]

From: Susan Haley <Susan.Haley@arun.gov.uk>
Sent: 29 May 2026 10:37
[REDACTED]

Cc: Freya Clewley <Freya.Clewley@arun.gov.uk>

Subject: [EXTERNAL] RE: LU/104/26/PD - 37 High Street, Littlehampton

Good morning, Lucy

Thank you for your email.

I need to discuss the matter with my Line Manager, who is not in the office today, so I will get back to you early next week.

Kind regards

Susan Haley
Planner (Degree Apprentice)
Planning

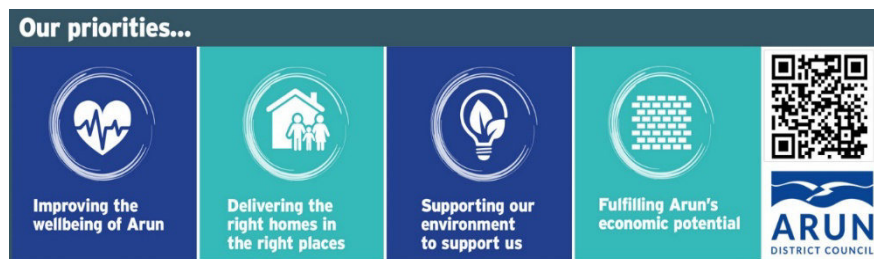
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E: susan.haley@arun.gov.uk

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Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk



Sent: 29 May 2026 10:06

To: Susan Haley <Susan.Haley@arun.gov.uk>

Cc: Freya Clewley <Freya.Clewley@arun.gov.uk>

Subject: RE: LU/104/26/PD - 37 High Street, Littlehampton

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Hi Susan,

Thank you for the below and its nice to meet you – albeit over email!

I have had a look back through the GPDO and Schedule 2, Part 3, Class MA. As I understand it, paragraph MA.2(2) does not specifically identify overheating as a matter that the LPA is required to assess as part of the prior approval.

If overheating remains a concern, would it be possible to address this through an appropriately worded condition instead?

I am in the office all day today if it would be helpful to discuss this further.

Thank you.

Kind regards,
Lucy

From: Susan Haley <Susan.Haley@arun.gov.uk>

Sent: 26 May 2026 13:30

Cc: Freya Clewley <Freya.Clewley@arun.gov.uk>

Subject: [EXTERNAL] LU/104/26/PD - 37 High Street, Littlehampton

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Dear Miss Robinson

Good afternoon.

I have received a consultation response from Environmental Health for application LU/104/26/PD - 37 High Street, Littlehampton, please see attached.

They refer to an 'overheating assessment' needing to be undertaken. Please can this additional information be submitted by Tuesday 9 June 2026, to allow for Environmental Health to be reconsulted.

A further, request is to include my Line Manager, Freya Clewley, within your reply so she can action the re-consultation, [REDACTED].

Kind regards

Susan Haley
Planner (Degree Apprentice)
Planning

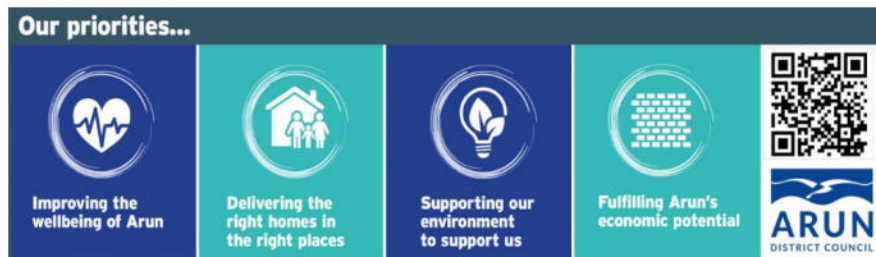
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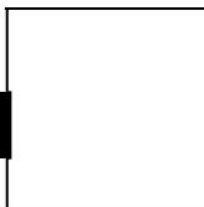
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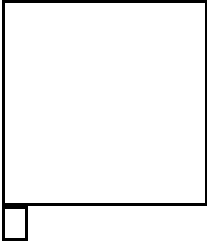


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