



How to Respond Guidance Note

The current **Regulation 19 Consultation** differs from previous consultations the Council has held on the Local Plan preparation. Previous consultations have been set by the Council, to help inform the strategy and content of the emerging plan. This has included members of the public being asked for views on the location of new housing, individual sites and potential policy directions. That stage is now complete and the Council is ready to submit the draft plan to the Secretary of State who will then appoint an Inspector to examine the Plan.

In order to submit to the Secretary of State, the Council must carry out public consultation as prescribed by Regulation 19 of the **Town and County Planning (Local Planning) (England) Regulations 2019**. Unlike previous stages, this consultation is not set by the Council. Instead, the consultation questions are set by the Planning Inspectorate and require representations to reference a specific element(s) of the Plan, and to refer to the statutory tests of Legal Compliance, Soundness or Duty to Cooperate:

► **Legally compliant - relating to the way in which we have prepared the Pre-Submission Plan:**

- ✓ Does the Plan comply with national planning policy and legislation issued by the Government?
- ✓ Does the Plan include a Sustainability Appraisal?
- ✓ Has the Plan been prepared in cooperation with other local authorities and prescribed bodies?
- ✓ Has the Plan been prepared in-line with our [Local Development Scheme](#)?
- ✓ Have appropriate bodies been consulted during the plan making process in line with our [Statement of Community Involvement](#)?
- ✓ Have the appropriate notifications been made of publication of the Pre-Submission Plan?

► **Sound - relating to the content of the Pre-Submission Plan:**

- ✓ Has the Plan been **positively prepared** to meet the objectively assessed need for homes, jobs, services and infrastructure and deliver sustainable development?
- ✓ Is the Plan **justified** by a robust evidence base?
- ✓ Is the Plan **effective** in delivering sustainable development?
- ✓ Is the Plan **consistent with the National Planning Policy Framework (NPPF)** for sustainable development?

► **Complies with the Duty to Cooperate - relating to how we have worked with other local authorities or other relevant bodies in developing the Pre-Submission Plan:**

- ✓ Have we satisfied the requirements for working with other local authorities and statutory organisations to address strategic issues in the preparation of the Plan?



This consultation is not an opportunity for people to submit comments with the intention that the Council will make changes to the Plan before it is submitted to the Secretary of State; that stage has passed.

Using the online form:



The Council requests that all responders, where possible, respond using the **online form**.



Access the online form via our Local Plan Review website www.stroud.gov.uk/localplanreview

The online form has been designed so that anyone wishing to make representations can attribute their comments against a specific section of the Plan. This will ensure the Inspector understands which section of the Plan the representations relate to, and how the comments relate to **Legal Compliance, Soundness, or Duty to Cooperate**.



Using the online response form, you can submit representations on more than one part of the Pre-Submission Plan using just one form.

Alternatives – responding via email or post:

If a member of the public is unable to use the online form, they are instead able to download and fill out a **word version response form**. This response form is provided by the Planning Inspectorate and sets out how they want the public to respond. It requires the responder to manually fill out the element of the Plan their representation relates to as well as reference **Legal Compliance, Soundness, or Duty to Cooperate**. Completed forms can be emailed to Local.plan@stroud.gov.uk

Part A – Personal details (only needs to be completed once)

Part B - A separate form must be filled out for each representation made

Representations can be made relating to any part of the Pre-Submission Plan.

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In accordance with the Regulations:

- ✓ Please reference the relevant paragraph/ policy/ Policies Map
- ✓ Please indicate whether you consider this part of the Plan to be Legally compliant/ Sound/ Complies with the Duty to co-operate
- ✓ Please provide details of why you think the Plan supports or fails any of the above tests
- ✓ Please set out the modifications necessary to make the Pre-Submission Plan legally compliant or sound
- ✓ Please put forward suggested revised wording of any policy or text
- ✓ Please indicate if you would like to participate in the hearing session and why you consider this to be necessary
- ✓ Please sign and date your representation.
- ✓ **Please complete a new Part B form for each representation made.**

If a member of the public has no access to email they may:

- ▶ print out the word version form; or
- ▶ respond by letter, *replicating the questions set out above*



post to: The Planning Strategy Team, Stroud District Council, Ebley Mill, Stroud, GL5 4UB

If a member of the public is unable to use any of the above formats, there is a dedicated telephone hotline, **01453 754143**, to leave a message and one of the Planning Strategy Team will respond and tailor a method of response appropriate to that individual's needs. No one will be left unable to comment or respond.



The Council will still forward all representations received, regardless of format or content if they are clearly made in response to this consultation and will consider them valid. However, the Council would strongly advise that anyone not using the recommended format clearly states which part of the Plan the representation relates to and is as clear and succinct as possible. If the Inspector is unable to fully understand what the representation relates to, as the responder has chosen not to respond to the questions set by the Planning Inspectorate, this is outside of the Council's control. It is therefore in responders' best interests to use the format as provided by the Planning Inspectorate, even if they are responding by email or letter.

If you are aware of anyone who is struggling to access documents or make representations, please advise them to contact the Planning Strategy Team on 01453 754143 and they will be offered assistance.

Public consultation on the Pre-Submission Draft Plan for Publication will close at midnight on 21 July 2021.

July 2021