

# Wyre Forest District Council – Local Plan Pre-Submission Consultation

## Guidance Note for Consultation Response Form

### Where do I send my completed consultation response form?

Please return the completed consultation response form by **5pm on Monday 17<sup>th</sup> December 2018**.

Response forms may be submitted to the Council in the following ways:

**Online at:** [www.wyreforestdc.gov.uk/localplanreview](http://www.wyreforestdc.gov.uk/localplanreview)

**Via email to:** [LPR@wyreforestdc.gov.uk](mailto:LPR@wyreforestdc.gov.uk)

**Post to:** Planning Policy Team, Wyre Forest District Council, Wyre Forest House, Finepoint Way, Kidderminster, Worcestershire, DY11 7WF.

**Please note that late representations cannot be accepted.**

You can complete the form online or download electronic copies at:

[www.wyreforestdc.gov.uk/localplanreview](http://www.wyreforestdc.gov.uk/localplanreview)

### What can I make comments on?

You can make representations on any part of the publication draft of the Local Plan, Policies Map or Sustainability Appraisal. Comments may also refer to the justification and evidence in the supporting technical evidence base documents. The purpose of this consultation is for you to say whether you think the plan is legally compliant and 'sound'. These terms are explained as follows:-

#### **Legal compliance**

To be legally compliant the Local Plan has to be prepared in accordance with the Duty to Co-operate and legal and procedural requirements, including the 2011 Localism Act and Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).

#### **Soundness**

Soundness is explained in paragraph 35 of the National Planning Policy Framework (NPPF). The Planning Inspector conducting the Examination in Public has to be satisfied that the Local Plan is 'sound' – namely that it is:

- **Positively prepared** – providing a strategy which, as a minimum, seeks to meet the area's objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development;
- **Justified** – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence.
- **Effective** – deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and

- **Consistent with national policy** – enabling the delivery of sustainable development in accordance with the policies in the National Planning Policy Framework (NPPF).

### **Do I have to use the consultation response form?**

Yes please. This is because further changes to the Local Plan will be a matter for a Planning Inspector to consider and providing responses in a consistent format is important. For this reason, all responses should use this consultation response form. Please be as succinct as possible and use one response form for each representation you wish to make (topic or issue you wish to comment on). You can attach additional evidence to support your case, but please ensure that it is clearly referenced. It will be a matter for the Planning Inspector to invite additional evidence of, or during the Public Examination.

Additional consultation response forms can be downloaded from the Council's website at [www.wyreforestdc.gov.uk/localplanreview](http://www.wyreforestdc.gov.uk/localplanreview) or use the **online consultation portal** to submit your comments. Hardcopies can also be collected from the main Council Offices and the Customer Service Centre. However you choose to respond, in order for the Planning Inspector to consider your comments you must provide your name and address with your response.

*Please note that representations made at this stage in the process cannot remain anonymous, but details will only be used in relation to the Wyre Forest District Local Plan Review. Your response will be made available to view as part of the Examination process.*

**Due to recent changes in Data Protection Law, we will only accept responses submitted using the consultation response form.**

### **Can I submit representations on behalf of a group or neighbourhood?**

Yes, you can. Where there are groups who share a common view on how they wish to see the plan modified, it would be very helpful for that group to send a single representation that represents that view, rather than for a large number of individuals to send in separate representations that repeat the same points. In such cases the group should indicate how many people it is representing; a list of their names and addresses, and how the representation has been agreed e.g. via a parish council/action group meeting; signing a petition etc. The representation should still be submitted on the standard consultation response form with the information attached. Please indicate in Part A of this form the group you are representing.

### **Do I need to attend the Public Examination?**

You can indicate whether at this stage you consider there is a need to present your representation as a hearing session during the Public Examination. You should note that Planning Inspectors do not give any more weight to issues presented in person than written evidence. The Planning Inspector will use his/her own discretion in regard to who participates at the Public Examination. All examination hearings will be open to the public.

### **Where can I view the Wyre Forest Local Plan Pre-Submission Publication Consultation documents?**

You can view the Local Plan consultation documents:

- **Online** via our website: [www.wyreforestdc.gov.uk/localplanreview](http://www.wyreforestdc.gov.uk/localplanreview)
- Council Offices:
  - Wyre Forest House, Finepoint Way, Kidderminster, Worcestershire, DY11 7WF
  - Customer Service Centre (The Hub), Town Hall, Vicar Street, Kidderminster, DY10 1DB
- Libraries:
  - Kidderminster Library – Market Street, Kidderminster, DY10 1AB
  - Stourport Library – Civic Centre, New Street, Stourport on Severn, DY13 8UN
  - Bewdley Library – Dog Lane, Bewdley, DY12 2EF

Or by visiting any of the drop-in sessions being held during the public consultation period.

List of Drop-in Sessions:

<b>Date</b>	<b>Time</b>	<b>Venue</b>
Friday 16 <sup>th</sup> November 2018	3pm – 7pm	Cookley Village Hall
Saturday 17 <sup>th</sup> November 2018	10am – 2pm	Offmore Evangelical Church Hall, Kidderminster
Tuesday 20 <sup>th</sup> November 2018	5:30pm – 8pm	Heronwood Primary School, Spennells, Kidderminster
Friday 23 <sup>rd</sup> November 2018	3pm – 7pm	Areley Kings Village Hall
Saturday 24 <sup>th</sup> November 2018	10am – 2pm	Stourport Civic Hall
Tuesday 27 <sup>th</sup> November 2018	3pm – 7pm	St Georges Hall, Bewdley
Thursday 29 <sup>th</sup> November 2018	3pm – 7pm	Kidderminster Town Hall
Friday 30 <sup>th</sup> November 2018	3pm – 7pm	St Oswalds Church Centre, Broadwaters Drive, Kidderminster