

Central Lancashire Local Plan 2023-2041

Guidance on how to complete the Regulation 19 Representation Form



Purpose of this consultation stage

1. This is the Publication draft version of the Central Lancashire Local Plan (CLLP) also called the Regulation 19 Pre-Submission Draft Plan. Representations at this stage should only be made on the legal compliance and soundness of the CLLP, that is: has the plan been prepared in accordance with all *legal and procedural requirements*; and does the plan meet the prescribed tests of *soundness* (explained later in this document).

Consultation/Publication Period

2. The period for submission of representations is between 02:00p.m. on Monday 24th February 2025 and 11:59pm on Monday 14th April 2025. Representations must be received by the Central Lancashire Local Plan Team in writing within this period. No representations will be accepted outside of this period.

How to view the documents

3. During the representations period, copies of the Central Lancashire Local Plan and other proposed submission evidence base documents will be available to view on the CLLP website at <https://centrallocalplan.lancashire.gov.uk/>.
4. It is easiest to view consultation documents online. However, if this is not possible for you, we have made a limited amount of relevant hard copy materials available. A full list of locations where hard copies are available can be found here: <https://centrallocalplan.lancashire.gov.uk/consultations/about/>

How to submit representations

5. It is easy to respond online at <https://centrallocalplan.citizenspace.com/planning/cllp-regulation-19-representation-period/>. Alternatively, you can scan the QR code on the right, using a smart phone, to be taken to the webpage.

If you cannot access the online form, please use the representation form to send us your comments.

6. Written representations can be submitted by email to centrallancashireplan@chorley.gov.uk or posted to: Planning Policy Team, Third Floor, Town Hall, Lancaster Road, Preston, PR1 2RL by filling in this representation form.



Contact Us

7. If you have any questions that are not answered within this document, please contact us at centrallancashireplan@chorley.gov.uk or by phone at 01772 625589 or 01772 625388. Please note that your call will go through an answering service before it is directed to the appropriate Planning Officer.

Guidance notes

8. The following are guidance notes have been provided by the planning inspector to assist you in completing the representation form. Please read these notes carefully before completing your form.

Introduction

9. Chorley, Preston and South Ribble Councils have published the Central Lancashire Local Plan for representations to be made on it before it is submitted for examination by a Planning Inspector. The Planning and Compulsory Purchase Act 2004, as amended [PCPA] states that the purpose of the examination is to consider whether the plan complies with the relevant legal requirements, including the duty to co-operate, and is sound. The Inspector will consider all representations on the plan that are made by 00:00 on **Monday 14 April 2025**.
10. To ensure an effective and fair examination, it is important that the Inspector and all other participants in the examination process are able to know who has made representations on the plan. The CLLP authorities will therefore ensure that the names of those making representations can be made available (including publication on the CLLP website) and taken into account by the Inspector.

Legal Compliance and Duty to Co-operate

11. Before making a representation based on legal compliance, please consider the following:

- The plan in question should be included in the current Local Development Scheme (LDS) and the key stages should have been followed. The LDS is effectively a programme of work prepared by the Local Planning Authority (LPA), setting out the Local Development Documents (LDDs) it proposes to produce. It will set out the key stages in the production of any plans which the LPA proposes to bring forward for independent examination. If the plan is not in the current LDS it should not have been published for representations. The LDS should be on the LPA's website and available at its main offices.
- The process of community involvement for the plan in question should be in general accordance with the LPA's Statement of Community Involvement (SCI) (where one exists). The SCI sets out the LPA's strategy for involving the community in the preparation and revision of LDDs (including plans) and the consideration of planning applications.
- The plan should comply with the Town and County Planning (Local Planning) (England) Regulations 2012 (the Regulations). On publication, the LPA must publish the documents prescribed in the Regulations and make them available at its principal offices and on its website(s). The LPA must also notify the various persons and organisations set out in the Regulations and any persons who have requested to be notified.
- The LPA is required to provide a Sustainability Appraisal Report when it publishes a plan. This should identify the process by which the Sustainability Appraisal has been carried out, and the baseline information used to inform the process and the outcomes of that process. Sustainability Appraisal is a tool for appraising policies to ensure they reflect social, environmental, and economic factors.

12. You should consider the following before making a representation on compliance with the duty to co-operate:

- The duty to co-operate came into force on 15 November 2011 and any plan submitted for examination on or after this date will be examined for compliance. LPAs will be expected to provide evidence of how they have complied with any requirements arising from the duty.
- The PCPA establishes that non-compliance with the duty to co-operate cannot be rectified after the submission of the plan. Therefore, the Inspector has no power to recommend modifications in this regard. Where the duty has not been complied with, the Inspector has no choice but to recommend non-adoption of the plan.

Soundness

13. Soundness is outlined in paragraph 35 of the National Planning Policy Framework (NPPF). The inspector has to be satisfied that the plan is:
- a. **Positively prepared:** This means that the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development.
 - b. **Justified:** The plan should be the most appropriate strategy when considered against reasonable alternatives, based on proportionate evidence.
 - c. **Effective:** The plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities.
 - d. **Consistent with national policy:** The plan should enable the delivery of sustainable development in accordance with the policies in the NPPF.
14. These tests of soundness will be applied to non-strategic policies in a proportionate way, taking into account the extent to which they are consistent with relevant strategic policies for the area.

General Advice

15. If you think the content of the plan is not sound because it does not include a policy where it should do, you should go through the following steps before making representations:
- Is the issue with which you are concerned already covered specifically by national planning policy?
 - Is what you are concerned with covered by any other policies in the plan on which you are seeking to make representations or in any other plan?
 - If the policy is not covered elsewhere, in what way is the plan unsound without the policy?
 - If the plan is unsound without the policy, what should the policy say?

16. If you wish to make a representation seeking a modification to a plan or part of a plan you should make clear in what way the plan or part of the plan is inadequate having regard to legal compliance, the duty to cooperate and the four requirements of soundness set out above. You should try to support your representation by evidence showing why the plan should be modified. It will be helpful if you also say precisely how you think the plan should be modified. Representations should cover succinctly all the information, evidence and supporting information necessary to support/justify the representation and the suggested modification, as there will not normally be a subsequent opportunity to make further submissions based on the original representation made at publication. After this stage, further submissions will be only at the request of the Inspector, based on the matters and issues he/she identifies for examination.
17. Where there are groups who share a common view on how they wish to see a plan modified, it would be very helpful for that group to send a single representation which represents the view, rather than for a large number of individuals to send in separate representations which repeat the same points. In such cases the group should indicate how many people it is representing and how the representation has been authorised.
18. Please consider carefully how you would like your representation to be dealt with in the examination: whether you are content to rely on your written representation, or whether you wish to take part in hearing session(s). Only representors who are seeking a change to the plan have a right to be heard at the hearing session(s) if they so request. In considering this, please note that written and oral representations carry the same weight and will be given equal consideration in the examination process.

