Wyre Borough Council has published its proposed Main Modifications to the Publication Draft Wyre Local Plan and accompanying Sustainability Appraisal Addendum 2018 for public consultation.

The consultation period is from 12 September 2018 to 5pm 24 October 2018. Please note that representations can only be received during the consultation period. Late representations cannot be accepted.

This guidance note has been produced to assist you with making representations on the proposed Main Modifications to the Local Plan and the accompanying Sustainability Appraisal Addendum 2018 (“the consultation documents”).

Alongside the consultation documents the council has published revisions to a number of supporting documents. All documents are available from the council’s web site at www.wyre.gov.uk/localplan or can be viewed or purchased by contacting the Planning Policy Team at Wyre Council, Civic Centre, Breck Road, Poulton-le-Fylde, FY6 7PU (telephone 01253 887231/887235).

The Availability of Representation Forms

Representation forms are available as a download or as an on-line form at www.wyre.gov/localplan Please note that if you are completing the on-line form, to receive a copy of your representation you will need to indicate this in the appropriate tick box. Paper copies of the form can be obtained by contacting the Planning Policy Team or directly from Wyre Civic Centre and the borough’s libraries.

Submitting Your Representation

Representation forms can be submitted to the Planning Policy Team via an on-line form at www.wyre.gov/localplan or by:

e-mail at planning.policy@wyre.gov.uk or

Post to Planning Policy, Wyre Council, Civic Centre, Breck Road, Poulton-le-Fylde, FY6 7PU.

If you would like assistance in completing your representation form or have any other questions about the Local Plan please contact the Planning Policy team (details above).

After the close of the consultation the council will submit the responses to the examining Inspector who will consider the matters raised. He may require further hearings to take place or, alternatively, move to complete his report on the Local Plan. The Plan will then be adopted by Full council.

Completing the Representation Form

Your representation should cover succinctly all the information, evidence and supporting information necessary to support/justify the representation and any suggested further modification.

It is important to note that representations can only be made in relation to the proposed Main Modifications and the Sustainability Appraisal Addendum 2018. There is no need to repeat any
previously submitted representation, nor can the council accept comments on aspects of the Local Plan not subject to a Main Modification.

The council reserve the right not to publish or take into account any representations which it considers offensive or defamatory.

**PART A - PERSONAL DETAILS** - Please note that personal details must be provided - it is not possible for representations to be considered anonymously. If you have a local plan personal identification number please insert in the appropriate box. Please quote this number on all correspondence regarding the Local Plan. Please supply an email address if you have one as it will allow us to contact you electronically.

If you are an agent completing this form on behalf of a client, please provide in full your details and the name, address and post code of your client. **Where an agent is representing a client, all correspondence will be sent to the agent.**

Representations cannot be treated as confidential as they will be included as part of the submission of the Local Plan to the Planning Inspectorate.

If you would like to be added to the local plan consultation database, please tick the YES box provided. If you are already on the database, and wish to remain so, please also tick the YES box.

Everyone who is on the consultation database, will be notified of key stages of the local plan process, including the publication of the Inspector’s recommendations and the adoption of the Wyre Local Plan.

If you do not wish to be on the consultation database please tick the NO box, however please note that we will be unable to contact you further about the Local Plan.

For more information on data protection please read the Planning Service Privacy Notice at [http://www.wyre.gov.uk/info/200315/planning](http://www.wyre.gov.uk/info/200315/planning)

Where there are groups who share a common view it would be very helpful for that group to send a single representation. In such cases the group should use **part F** of the form (see below) to indicate how many people it is representing and how the representation has been authorised.

**PART B - Q1 LEGAL COMPLIANCE**

The Inspector has considered the matter of legal compliance as part of the examination process. This includes a consideration of representation already made on this matter. In his Post Hearings Advice ([EL6_03a](https://www.wyre.gov.uk/info/200315/planning)) the Inspector states that his final conclusions regarding soundness and procedural compliance will be set out in the report to be produced following consultation on the proposed Main Modifications. You should consider the following before making a representation on legal compliance:

- The process of community involvement for the Local Plan in question should be in general accordance with the Statement of Community Involvement (SCI). The SCI sets out the strategy for involving the community in the preparation of the Local Plan.
- The Local Plan should comply with the Town and County Planning (Local Planning) (England) Regulations 2012 (the Regulations). On publication of the Proposed Main Modifications, the council
must publish the relevant documents, making them available on its website and at its principal offices. It must also notify the Local Plan bodies (as set out in the Regulations) and any persons who have requested to be notified.

- The council must provide a Sustainability Appraisal report. The Sustainability Appraisal Addendum 2018 has been produced to take account of the proposed modifications and the Inspector’s Advice.

The Statement of Community Involvement and Sustainability Appraisal 2018 Addendum are available from the examination library at www.wyre.gov.uk/localplan or by contacting the Planning Policy Team (see above).

Q1 - Using the space provided you should give details of why you think the proposed Main Modifications and/or Sustainability Appraisal Addendum 2018 does or does not meet the legal requirements. If you do not wish to make a representation under part B, please leave this section blank.

PART C - SOUNDNESS (MAIN MODIFICATIONS) (Q2 and Q3a-c)

Q2 – Each proposed Main Modification (MM) has an individual reference number. If you are commenting on soundness in relation to a particular modification please inset the modification reference number in the box provided. Please also insert any relevant Local Plan policy or paragraph number to which the Main Modification relates.

Q3a – The proposed Main Modifications have been made to make the Plan “sound”. Through the examination the Inspector will consider whether or not the Local Plan passes the test of “soundness” set by the government’s National Planning Policy Framework (NPPF). The NPPF has recently been revised. Paragraph 214 of the 2018 NPPF states that the policies in the previous 2012 NPPF will apply where the Local Plan has been submitted to the government for examination before 24 January 2019. For the avoidance of doubt, as the Wyre Local Plan was submitted to the government in January 2018 it follows that the policies of the previous 2012 NPPF, including the tests of soundness, will apply. Thus the 2018 NPPF has no weight in relation to the emerging Wyre Local Plan and you are strongly advised not to refer to it to support your arguments.

To be found sound a plan has to be:

**Positively prepared** - This means that the Local 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.

**Justified** - The Local Plan should be the most appropriate strategy when considered against reasonable alternatives, based on proportionate evidence.

**Effective** - The Local Plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities.

**Consistent with national policy** - The Local Plan should enable the delivery of sustainable development consistent with the National Planning Policy Framework (see note above).

Please indicate at Q3a whether or not you think the Main Modification to which you are referring is sound. If you feel that the proposed Main Modification has passed the test of soundness, please use the space provided at question 3a to make any additional comments you feel are necessary to explain your position. If you do not feel that the Local Plan has passed the test of soundness, please indicate this in the NO tick box and move on to question 3b.

A part C continuation form is available if you wish to make additional representations on modifications. If you are submitting additional part C forms please complete your personal details where indicated and insert your personal ID number if known. Please note that you must complete part C for each representation on the soundness of the proposed main modifications.

Question 3b – please indicate which of the tests of soundness the proposed Main Modification referred to in Q2 fails. You can indicate failure against one or more of the tests. Please give details of why you think the proposed Main Modification identified in Q2 is not “sound”.

Question 3c – please indicate how the proposed Main Modification in Q2 should be amended in order to make it sound. It will be helpful if you can include precise wording changes.

PART D – Q4 SUSTAINABILITY APPRAISAL - The council is also seeking comments on the Sustainability Appraisal Addendum 2018. The aim of the Addendum is to take into account the proposed Main Modifications and to address issues identified by the Inspector regarding the Sustainability Appraisal. If you do not wish to make a representation under part D, please leave this section blank.

PART E – Q5 NEXT STEPS – The council will send the representations to the Inspector who will decide whether or not to re-open the Examination Hearings. If he does not, the Inspector may require further modifications to be made or progress to finalising his report. The arrangement of the public examination is a matter for the Inspector. However it will be useful to have an indication as to whether or not you wish to appear at the public examination to give evidence orally, should the Inspector be minded to re-open the Hearings, and why this is the case.

PART F – ADDITIONAL INFORMATION – if you require more space to make your comments please use the part F form. Please indicate the question to which part F relates and insert your personal details and ID number if known.