

# Crawley

Local Plan

The Local Plan is published so that formal comments supporting or objecting to the Local Plan can be made before it is submitted to the Secretary of State. These comments will be considered alongside the submitted Plan, which will be examined by a Planning Inspector.

If you previously submitted a response to the Regulation 19 consultation carried out between 20 January and 2 March 2020, you do not have to re-submit your response. However, new responses on the changes which have been made to the Local Plan subsequently or the new updated evidence documents are welcomed. Responses from the previous Regulation 19 consultation will be submitted along with responses received in this consultation. Please let us know in writing if you are responding to withdraw your previous objections.

For further information please see the website [www.crawley.gov.uk/localplanreview](http://www.crawley.gov.uk/localplanreview) or call us on **01293 438624**.



All comments must be submitted in writing. You can do this:

- Online: We have created an easy to use online eform to save you time. To submit your response online, visit [crawley.gov.uk/localplanreview](https://www.crawley.gov.uk/localplanreview) where you can find the form, write your comments and upload any additional information that you would like to submit to support your representation. Once you have left your comments click 'submit' and we will do the rest.
- On paper: There is also a paper form you can use if you prefer. Once you have completed the paper form, please send it to the Town Hall, along with any additional information you would like to submit, either:
- By post to: Local Plan Consultation  
Strategic Planning  
Crawley Borough Council  
Town Hall  
The Boulevard  
Crawley  
RH10 1UZ
- By email to: [strategic.planning@crawley.gov.uk](mailto:strategic.planning@crawley.gov.uk)

Copies of the representation forms can be found online at [crawley.gov.uk/localplanreview](https://www.crawley.gov.uk/localplanreview).

Documents and forms are not available within the Town Hall due to the current COVID-19 restrictions.

# Crawley Submission Local Plan consultation notes and representation guidance

Please use these notes to help you complete your comments.

## 1. Introduction

1.1. Formal comments supporting or objecting to the Local Plan can be made before it is submitted to the Secretary of State for independent examination by a Planning Inspector. The purpose of the examination is to consider whether the Local Plan complies with legal requirements, including the duty to co-operate and is sound. In order for your comments to be considered by the Inspector alongside the submitted Local Plan, all comments must adhere to the guidelines outlined in this document.

1.2. 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 Local Plan. Crawley Borough Council will therefore ensure that the names and addresses of those making representations can be made available and taken into account by the Inspector.

## 2. Legal compliance and duty to co-operate

2.1. The Inspector will first check that the Local Plan meets the legal requirements and the duty to co-operate before moving on to test for soundness.

2.2. You should consider the following before making a comment on legal compliance:

- The Local Plan should be included in the current Local Development Scheme (LDS) and the key stages should have been followed. The LDS is a programme of work prepared by Crawley Borough Council, which sets out details of the **Local Development Documents** (LDDs) that the council intends to produce, and outlines the key stages and timetable involved in producing each document. The LDS is on the council's website and available at the Town Hall.

- The process of community involvement should be in accordance with the council's **Statement of Community Involvement** (SCI). The SCI sets out the council's strategy for involving the community in the preparation and revision of LDDs (including Local Plans) and the consideration of planning applications.

- The Local Plan should comply with the **Town and Country Planning** (Local Planning) (England) Regulations 2012. This requires that upon publication of the Local Plan, the council must publish the necessary documents and make them available to view at the Town Hall and on its website. The council must also inform the Local Plan bodies and anyone who has asked to be notified.

- The council is required to provide a **Sustainability Appraisal Report** when it publishes its Local Plan. This should identify how the Sustainability Appraisal has been carried out, the baseline information used to inform the process and the outcomes. The Sustainability Appraisal helps to assess policies to ensure they reflect social, environmental and economic factors.

2.3. The Local Plan must comply with the duty to co-operate. This is a legal duty requiring local planning authorities, county councils and public bodies to engage constructively and actively on an ongoing basis to take account of cross-boundary issues. You should consider the following before making comments on compliance with the duty to co-operate:

- Councils will be expected to provide evidence of how they have complied with the duty to co-operate.

- Non-compliance with the duty to co-operate cannot be rectified after the submission of the Local Plan. The Inspector has no power to recommend modifications. Where the duty has not been complied with, the Inspector has no choice but to recommend non-adoption of the Local Plan.

### 3. Soundness

- 3.1. The Inspector has to be satisfied that the Local Plan is positively prepared, justified, effective and consistent with national policy.
- 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 authorities 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.
- 3.2. If you think the content of the Local Plan is not sound because it does not include a policy where it should do, you should go through the following steps before making comments:
- Is the issue with which you are concerned already covered specifically by national planning policy? If so it does not need to be included.
  - Is the issue with which you are concerned already covered by another policy in this Local Plan?
  - If the policy is not covered elsewhere, in what way is the Local Plan unsound without the policy?
  - If the Local Plan is unsound without the policy, what should the policy say?

### 4. General advice

- 4.1. If you wish to make a comment which is seeking a modification to the Local Plan or part of the Local Plan you should set out clearly in what way you consider the Local Plan or part of the Local Plan is legally non-compliant or unsound, having regard as appropriate to the soundness criteria in paragraph 3.1 above. Your representation should be supported by evidence where possible. It will be helpful if you also say precisely how you think the Local Plan should be modified.
- 4.2. You should provide succinctly all the evidence and supporting information necessary to support your representation and your suggested modification. You should not assume that you will have a further opportunity to make submissions. Any further submissions after the Local Plan has been submitted for examination may only be made if invited by the Inspector, based on the matters and issues he or she identifies.
- 4.3. Where groups or individuals share a common view on the Local Plan, it would be very helpful if they would make a single representation which represents that view, rather a large number of separate representations repeating the same points. In such cases the group should indicate how many people it is representing and how the representation has been authorised.
- 4.4. 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 Local Plan have a right to be heard at the hearing sessions(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.

