



Lewes District Council

## Lewes District Local Plan Part 2 – Main Modifications

### Guidance Notes for making representations

#### Introduction

These guidance notes have been produced to assist anyone who wishes to make a formal representation on the proposed Main Modifications to the Submission Lewes District Local Plan Part 2.

The Main Modifications (changes that materially affect the 'soundness' of the Local Plan Part 2) are proposed in response to issues raised at the examination in public. These are the only modifications that the Inspector can consider in his final report.

#### Making Representations

We are only seeking representations on the proposed modifications set out in the Schedule of Main Modifications and the Sustainability Appraisal Addendum. Comments are not sought on any other aspects of the Local Plan Part 2.

The Schedule of Main Modifications includes a reference number for each modification. This number is identified in the first column of the Schedule and prefixed with the letters 'MM'. Please ensure that you include the relevant reference number as part of your representation (see Q3 of the official representation form).

**Representations must be made between Monday 8 July and midnight on Monday 19 August 2019.**

All representations on the Main Modifications will be sent to the Inspector, together with the Sustainability Appraisal Addendum, for consideration prior to the publication of his final report on the plan.

#### Soundness

If you are making a representation seeking a change to one or more of the Main Modifications, you should be clear in what way the modification is not 'sound', i.e. it is not **positively prepared, justified, effective or consistent with national policy**. These four tests are set out in the National Planning Policy Framework (NPPF) and are explained below:

Positively prepared – the Plan should be prepared based on a strategy which seeks to meet objectively assessed development needs, including unmet need from neighbouring authorities where it is practical to do so and is consistent with achieving sustainable development.

Justified – the Plan should be the most appropriate strategy, taking account the reasonable alternatives, and should be based on proportionate evidence.

Effective – the Plan should be deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters.

Consistent with national policy – the Plan should enable the delivery of sustainable development in accordance with the NPPF.

## **Sustainability Appraisal**

The Council has carried out further sustainability appraisal/strategic environmental assessment on the proposed Main Modifications, as required by European and national legislation. The results of this work forms an 'Addendum' to the Sustainability Appraisal (incorporating Strategic Environmental Assessment) submitted to the Secretary of State alongside the Local Plan Part 2 in December 2018. Comments are also invited upon the Sustainability Appraisal Addendum.

## **General Advice**

**Please be aware that representations cannot be treated as confidential.** As well as being sent to the Inspector, copies of representations must be publicly available. The Council will provide names and associated representations on its website but will not publish personal information such as telephone numbers, e-mails or private addresses. Further information is contained within the Council's Privacy Notice available at:

<https://www.lewes-eastbourne.gov.uk/resources/assets/inline/full/0/272748.pdf>

Representations can be made on-line via the Council's consultation portal at <https://www.lewes-eastbourne.gov.uk/consultations/>

Alternatively, a representation form can be downloaded via our website at <https://www.lewes-eastbourne.gov.uk/planning-policy/local-plan-part-2-examination/>

This can be completed and sent by:

Email – [ldf@lewes-eastbourne.gov.uk](mailto:ldf@lewes-eastbourne.gov.uk)

Post – Planning Policy Team  
Lewes District Council  
Southover House  
Southover Road  
Lewes BN7 1AB

## **Guidance on completing the written representation form**

1. It is important that a separate form is used for each representation you wish to make.
2. Each form should be completed fully, with your name and address on each.
3. Please use BLOCK CAPITALS and BLACK INK when completing the form.
4. You may submit the form yourself or on behalf of an organisation or company. Alternatively you may ask someone to do it for you if you need help, or you can appoint an agent. If an

agent is appointed their full details should also be given and all future correspondence will be sent to this agent.

5. It is important that you clearly identify which Main Modification you are commenting on, using the relevant reference number beginning 'MM'.
6. Your representation should be clearly based on the tests of soundness as explained in detail in this guide. Please clearly indicate which test of soundness you think is not being met.
7. If you are objecting, you should clearly state what changes you think are necessary to make the Main Modification 'sound'.
8. Please remember to sign and date the form.

For further information or assistance, please contact the Planning Policy Team on 01273 471600 or email [ldf@lewes-eastbourne.gov.uk](mailto:ldf@lewes-eastbourne.gov.uk)