

Plan for Stafford Borough Part 2 – Modifications Guidance Notes

These notes have been produced to assist anyone who wishes to make a formal representation on the proposed Main Modifications to the Plan for Stafford Borough Part 2, which are subject to a period of representation from Friday 23rd September 2016 until 12 noon on Friday 4th November 2016.

The Plan for Stafford Borough Part 2 was submitted for Independent Examination on the 27th April 2016. The hearing sessions were held between the 19th July and 2nd August 2016, with site visits taking place on the 3rd and 4th August 2016. The Inspector then published his “Note MF3 - Next Steps in Examination Process” which states the main modifications for the Plan. In light of this Note the Council has produced a Schedule of Main Modifications. The proposed Main Modifications are intended to consider soundness issues raised by the Inspector, arising from the Examination process. The Main Modifications have been subject to Sustainability Appraisal, as set out in the Addendum report. The Council has also produced a Schedule of Additional Modifications; these are minor modifications, in that they do not affect the soundness of the Plan.

Representations should only relate to the Main Modifications. This consultation is not an opportunity to repeat or raise further representations about the Plan for Stafford Borough Part 2 or to seek further changes to the Plan. Representations regarding other aspects of the Plan will not be considered. The Schedule of Additional Modifications and the Sustainability Appraisal Addendum are provided for information only. The purpose of this stage is to consider whether the proposed Main Modifications comply with legal requirements and are ‘sound’ based on the following considerations:

Legal compliance

- The Plan must meet the legal requirements under section 20(5)(a) of the 2004 Planning and Compulsory Purchase Act.
- The Plan should be within the current Local Development Scheme (LDS). The LDS should be on the Local Planning Authority’s website and available at their main offices.
- The process of community involvement for the Plan should be in general accordance with the Local Planning Authority’s Statement of Community Involvement, which sets out the Authority’s strategy for involving the community in the preparation and revision planning policy documents.
- The Plan should comply with the Town and Country Planning (Local Planning) (England) Regulations 2012. On publication, the Local Planning Authority must publish the documents prescribed in the Regulations, and make them available at their principal offices and on their website. The Local Planning Authority must also notify certain consultation bodies (as set out in the Regulations) and any persons who have requested to be notified.
- The Local Planning Authority is required to provide a Sustainability Appraisal (SA) Report. This should identify the process by which the SA has been carried out, and the baseline information used to inform the process and the outcomes of that process. SA is a tool for appraising policies to ensure they reflect social, environmental and economic factors.
- The Plan should have regard to national policy and any Sustainable Community Strategy for its area.
- The Local Planning Authority should have fully met its obligations under the Duty to Co-operate (Localism Act, 2011 (s.110) & Planning & Compulsory Purchase Act 2004 (as amended) (s33A).

Soundness

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;

Justified

This means that the plan should be the most appropriate strategy, based on a robust and credible evidence base.

Effective

This means that the plan should be deliverable over its period.

Consistent with National Policy

This means that the plan should enable the delivery of sustainable development in accordance with the policies in the National Planning Policy Framework.

If you wish to make a representation seeking a change to a proposed Main Modification you should make clear in what way the Modification is not sound or legally compliant. You should try to support your representation by evidence showing why the Modification should be changed and state precisely how it should be changed.

Your representation will need to be submitted **in writing** (either electronically or on paper) and received by the Council **by 12 noon on Friday 4th November 2016**. We will not be able to accept representations that are received after the deadline.

All respondents must complete their personal details, as it is not possible for representations to be considered anonymously. Respondents should also note that representations are not confidential and they will be published on the Council's website as well as being made available for public inspection.

Representations can be submitted via the Stafford Borough on-line consultation portal at <http://staffordbc-consult.objective.co.uk/portal/>. This system allows you to view and comment on the Main Modifications. **You are encouraged to use the on-line facilities via the consultation portal if possible.**

Alternatively, you can download the Representations Form from the Council's website at: <http://www.staffordbc.gov.uk/examinationpart2>. Paper copies are also available at Stafford Borough Council's Civic Centre and local libraries within the Borough.

Completed Representation Forms can also be

- E-mailed to: forwardplanning@staffordbc.gov.uk; or
- Posted to the Head of Economic Development and Planning, Stafford Borough Council, Civic Centre, Riverside, Stafford, ST16 3AQ

Should you require any further information or assistance, please contact the Forward Planning team on 01785 619000 or email forwardplanning@staffordbc.gov.uk

Following the close of this stage all representation will be forwarded to the Inspector for consideration in preparing his Final Report.