

## **Appendix A:**

# **Town and Country Planning (Local Planning) (England) Regulations 2012**

## **Regulations 18 to 22**

### **Preparation of a local plan**

**18.**—(1) A local planning authority must—

- (a) notify each of the bodies or persons specified in paragraph (2) of the subject of a local plan which the local planning authority propose to prepare, and
- (b) invite each of them to make representations to the local planning authority about what a local plan with that subject ought to contain.

(2) The bodies or persons referred to in paragraph (1) are—

- (a) such of the specific consultation bodies as the local planning authority consider may have an interest in the subject of the proposed local plan;
- (b) such of the general consultation bodies as the local planning authority consider appropriate; and
- (c) such residents or other persons carrying on business in the local planning authority's area from which the local planning authority consider it appropriate to invite representations.

(3) In preparing the local plan, the local planning authority must take into account any representation made to them in response to invitations under paragraph (1).

### **Publication of a local plan**

**19.** Before submitting a local plan to the Secretary of State under section 20 of the Act, the local planning authority must—

- (a) make a copy of each of the proposed submission documents and a statement of the representations procedure available in accordance with regulation 35, and
- (b) ensure that a statement of the representations procedure and a statement of the fact that the proposed submission documents are available for inspection and of the places and times at which they can be inspected, is sent to each of the general consultation bodies and each of the specific consultation bodies invited to make representations under regulation 18(1).

### **Representations relating to a local plan**

**20.**—(1) Any person may make representations to a local planning authority about a local plan which the local planning authority propose to submit to the Secretary of State.

(2) Any such representations must be received by the local planning authority by the date specified in the statement of the representations procedure.

(3) Nothing in this regulation applies to representations taken to have been made as mentioned in section 24(7) of the Act.

### **Conformity with the London Plan**

**21.**—(1) A local planning authority which are a London borough council must make a request under section 24(4)(a) of the Act on the day they comply with regulation 19(a).

(2) Where a request is made under section 24(4)(a) of the Act, the Mayor must send the opinion sought to the Secretary of State and the local planning authority within 6 weeks from the day on which the request is made.

## Submission of documents and information to the Secretary of State

- 22.—(1) The documents prescribed for the purposes of section 20(3) of the Act are—
- (a) the sustainability appraisal report;
  - (b) a submission policies map if the adoption of the local plan would result in changes to the adopted policies map;
  - (c) a statement setting out—
    - (i) which bodies and persons the local planning authority invited to make representations under regulation 18,
    - (ii) how those bodies and persons were invited to make representations under regulation 18,
    - (iii) a summary of the main issues raised by the representations made pursuant to regulation 18,
    - (iv) how any representations made pursuant to regulation 18 have been taken into account;
    - (v) if representations were made pursuant to regulation 20, the number of representations made and a summary of the main issues raised in those representations; and
    - (vi) if no representations were made in regulation 20, that no such representations were made;
  - (d) copies of any representations made in accordance with regulation 20; and
  - (e) such supporting documents as in the opinion of the local planning authority are relevant to the preparation of the local plan.
- (2) Notwithstanding regulation 3(1), each of the documents referred to in paragraph (1) must be sent in paper form and a copy sent electronically.
- (3) As soon as reasonably practicable after a local planning authority submit a local plan to the Secretary of State they must—
- (a) make available in accordance with regulation 35—
    - (i) a copy of the local plan;
    - (ii) a copy of each of the documents referred to in paragraph (1)(a), (b) and (c);
    - (iii) any of the documents referred to in paragraph (1)(d) or (e) which it is practicable to so make available, and
    - (iv) a statement of the fact that the documents referred to in sub-paragraphs (i) to (iii) are available for inspection and of the places and times at which they can be inspected;
  - (b) send to each of the general consultation bodies and each of the specific consultation bodies which were invited to make representations under regulation 18(1), notification that the documents referred to in paragraphs (a)(i) to (iii) are available for inspection and of the places and times at which they can be inspected; and
  - (c) give notice to those persons who requested to be notified of the submission of the local plan to the Secretary of State that it has been so submitted.