

Travellers' Sites DPD

Pre-submission publication

Representation Form - Guidance

October 2017

The publication period:

The publication will last for six weeks from Monday 6 November to midnight Monday 18 December 2017.

Submitting your comments:

Comments may be submitted in the following ways:

- Online at: <https://www.herefordshire.gov.uk/traveller-sites-consultation> (this is the preferred method).
- By email to: ldf@herefordshire.gov.uk
- By post, using this form, to:
 - Strategic Planning
 - Herefordshire Council
 - Plough Lane Offices
 - Hereford, HR4 0LE

Please note that comments must be submitted in writing. Telephone or social media comments cannot be accepted.

All the information is available to view at libraries and customer service centres across the county and also online at

www.herefordshire.gov.uk/traveller-sites-consultation

Filling in the form:

This form has two parts:

- You must complete one copy of Part A, which asks for your personal details.
- You should complete Part B for each policy/paragraph that you wish to comment on.

Your comments:

- As this is a statutory stage of publication, no late comments can be accepted after midnight on Monday 18 December 2017.
- All comments will be considered by the Planning Inspector as part of the examination of the document. The Inspector may wish to contact you to discuss your comments and concerns, prior to the formal examination.
- The personal information in Part A will only be used for purposes related to the consultation and the Travellers' Sites DPD examination. Only your comments, name and/or organisation will be published, but your contact details will be shared with the Programme Officer who organises the examination, who will be in touch with those making representations about the examination.

Purpose of the publication:

The purpose of the Travellers' Sites DPD examination is to enable the Inspector to decide whether the document and evidence gathered is 'sound', legally compliant and is in line with national planning policy. A more detailed explanation of this is set out on Part B of the form. Please try to link your comments to these tests of soundness.

Comments must be submitted no later than midnight on Monday 18 December 2017

If you need help to understand this document, or have any other questions about the Travellers' Sites DPD, please contact the Strategic Planning office on 01432 383357 or email ldf@herefordshire.gov.uk

Official use ref:

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**Comments Form – Part A
Personal details**

Title: Initials:

Surname:

Job title (where relevant):

Company/Organisation (where relevant):

Address 1: Address 2:

Address 3: Address 4:

Postcode:

Telephone number:

Email address:

Preferred contact method:

If you are an agent, please indicate below the name of the client that you represent:

.....

If you do not wish to be on our mailing list or receive any further information, please tick the box:

No thank you

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Comments Form – Part B

Comments on soundness

Please complete this form for each section of the document that you wish to comment on.

All representations will be considered by the Planning Inspector as part of the examination. The purpose of the examination is to enable the inspector to decide whether the document and evidence gathered is 'sound'. For it to be sound, there are four key areas of consideration.

The document must be:

Positively prepared - The plan must have been prepared to demonstrate it meets the need for the required pitches and plots and the associated infrastructure required. It also needs to address how we have met the needs of our neighbouring authorities, where it is reasonable to do so and that the proposals will be sustainable?

Justified- Has it taken the right approach and is it based on reliable evidence eg the Gypsy and Traveller Accommodation Assessment (GTAA)? All of the studies we have used to guide us in the decision making can be viewed at www.herefordshire.gov/traveller-sites-consultation.

Effective - Are the proposals deliverable over the plan period?

Consistent with national policy - Are the policies in line with national planning policy? If you feel there is a justified local need to depart from national policy, please provide evidence and make it clear in your comments what those local circumstances are.

You should bear these considerations in mind when making your comments.

B1. Which part of the DPD or GTAA does this comment relate to?

Policy no.

Paragraph no.

B2. Do you consider this part of the document is sound based on the following issues? (Please read the guidance notes above for an explanation on the four key areas relating to soundness).

| | Yes | No |
|--------------------------------------|--------------------------|--------------------------|
| Positively Prepared (PP) | <input type="checkbox"/> | <input type="checkbox"/> |
| Justified (J) | <input type="checkbox"/> | <input type="checkbox"/> |
| Effective (E) | <input type="checkbox"/> | <input type="checkbox"/> |
| Consistent with National Policy (NP) | <input type="checkbox"/> | <input type="checkbox"/> |

B3. If you have ticked no to any of the above, please give your reasons below with regard to the tests of soundness.

B4. Do you consider that your comment is a representation of:

Support

Objection

B5. Please set out what change(s) you consider necessary to make the policy legally compliant or sound. It will be helpful if you are able to put forward your suggested revised wording of any policy or text. Please be as precise as possible.

Please note your representation should cover all the information, evidence and supporting information necessary to justify the representation and the suggested change, as there will not normally be an opportunity to make further representations. After this stage, further submissions will only be at the request of the independent Inspector appointed by the Secretary of State, based on the matters and issues identified for examination.

B6. How do you wish your representation on this issue be dealt with at the examination hearing?

Please note: The Inspector will determine the most appropriate procedure to adopt, to hear those who have indicated that they wish to participate at the hearing part of the examination.

Attending examination

Written representation

B7. Name:

Signature: **Date:**

Thank you for taking the time to make a representation.