

Consultation on the Tendring District Local Plan

Submission Version (Reg19)

Representation Form

You are encouraged to submit your representations via the online consultation portal: <https://tendringdc.oc2.uk>, where the full consultation documents can also be viewed. This is the quickest and most efficient way to ensure your representations are recorded.

If you are unable to submit your representation online, you may return this form by email to planning.policy@tendringdc.gov.uk or by post to:

Planning Policy
Tendring District Council
Town Hall, Station Road
Clacton-on-Sea
CO15 1SE.

The consultation period for the Submission Version runs from 7 September 2026 to 19 October 2026. Representations must be received by the Council **no later than 5pm on 19 October 2026**. Any representations received after this deadline may not be considered.

This form has two parts:

Part A – Personal Details: need only be completed once.

Part B – Your representation(s): Please fill in a separate sheet for each representation you wish to make.

Only representations submitted during this Regulation 19 consultation period will be considered by the independent Inspector as part of the examination of the Local Plan. Comments submitted at earlier stages of consultation have informed preparation of the Plan and form part of the consultation evidence base. However, they will not be considered by the Inspector unless they are resubmitted during this consultation period.

As this is a Regulation 19 consultation, representations should focus on whether the Local Plan meets the tests of legal compliance and soundness. Comments on matters outside the scope of the examination may carry limited weight in the examination process. Guidance on these matters is provided within this form and on the Council's consultation website.

The Council reserves the right not to publish, or to redact, representations containing defamatory, abusive, offensive or otherwise inappropriate material, where permitted by law.

Representations submitted in response to this consultation will be provided to the Secretary of State and the Planning Inspectorate as part of the examination of the Local Plan. Representations (including the name of the person or organisation making the representation) may also be published on the Council's website. Personal data will be processed in accordance with the UK General Data Protection Regulation and the Data Protection Act 2018. Further information on how the Council processes personal data for Local Plan consultations is available in the Council's Local Plan Privacy Notice at <https://www.tendringdc.gov.uk/service-privacy-notice/local-plan-privacy-notice>.

We may use artificial intelligence (AI) tools to assist in producing summaries of the content of representations submitted during Local Plan consultations. These tools are only used to summarise the themes and issues raised and are used in accordance with the Council's Artificial Intelligence Best Practice Approach document. AI will not be used to analyse or make decisions based on any personal data, and all consultation-related Local Plan decision making will be undertaken by Council officers and elected Members of the Council.

Planning Inspectorate Guidance Note on Making Representations

Introduction

The plan has been published by the Local Planning Authority [LPA] in order for representations to be made on it before it is submitted for examination by a Planning Inspector. The Planning and Compulsory Purchase Act 2004, as amended, [PCPA] states that the purpose of the examination is to consider whether the plan complies with the relevant legal requirements, and is sound. The Inspector will consider all representations on the plan that are made within the period set by the LPA.

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 plan. The LPA will therefore ensure that the names of those making representations can be made available (including publication on the LPA's website) and taken into account by the Inspector.

Legal Compliance

You should consider the following before making a representation on legal compliance:

- The plan should be included in the LPA's current Local Development Scheme [LDS] and the key stages set out in the LDS should have been followed. The LDS is effectively a programme of work prepared by the LPA, setting out the plans it proposes to produce. It will set out the key stages in the production of any plans which the LPA proposes to bring forward for examination. If the plan is not in the current LDS it should not have been published for representations. The LDS should be on the LPA's website and available at its main offices.
- The process of community involvement for the plan in question should be in general accordance with the LPA's Statement of Community Involvement [SCI] (where one exists). The SCI sets out the LPA's strategy for involving the community in the preparation and revision of plans and the consideration of planning applications.
- The LPA is required to provide a Sustainability Appraisal [SA] report when it publishes a plan. This should identify the process by which 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 assessing the extent to which the plan, when judged against reasonable alternatives, will help to achieve relevant environmental, economic and social objectives.
- The plan should comply with all other relevant requirements of the PCPA and the Town and Country Planning (Local Planning) (England) Regulations 2012, as amended [the Regulations].

Soundness

The tests of soundness are set out in the National Planning Policy Framework (NPPF). Plans are sound if they are:

- **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 NPPF and other statements of national policy, where relevant.

If you think the content of the plan is not sound because it does not include a policy on a particular issue, you should go through the following steps before making representations:

- Is the issue with which you are concerned already covered specifically by national planning policy?
- Is the issue with which you are concerned already covered by another policy in this plan?
- If the policy is not covered elsewhere, in what way is the plan unsound without the policy?
- If the plan is unsound without the policy, what should the policy say?

General Advice

If you wish to make a representation seeking a modification to a plan or part of a plan you should set out clearly in what way you consider the plan or part of the plan is legally non-compliant or unsound, having regard as appropriate to the soundness criteria set out in the NPPF and referenced above. Your representation should be supported by evidence wherever possible. It will be helpful if you also say precisely how you think the plan should be modified.

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 plan has been submitted for examination may only be made if invited by the Inspector, based on the matters and issues they identify.

Where groups or individuals share a common view on the plan, it would be very helpful if they would make a single representation which represents that view, rather than 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.

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 plan have a right to be heard at the hearing session(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.

Part A – Personal Details

	1. Personal Details	2. Agent's Details <i>(if applicable)</i>
Title		
First Name		
Last Name		
Job Title <i>(where relevant)</i>		
Organisation <i>(where relevant)</i>		
Address Line 1		
Line 2		
Line 3		
Line 4		
Post Code		
Telephone Number		
Email Address		
Responding:	☐ As an individual	
	☐ On behalf of an organisation	

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Part B – Your Representation(s)

Please fill in a separate sheet for each representation you wish to make.

Name of Individual or Organisation:

To which part of the Local Plan does this representation relate?

Please tick one and give the policy number or map title if relevant.

☐

Vision

☐

Objectives

☐

Policy number:

☐

Map title:

Do you consider the Plan to be legally compliant?

☐

Yes

☐

No

Do you consider the Plan to be sound?

☐

Yes

☐

No

Please give details of why you consider the Local Plan is not legally compliant or is unsound. Please be as precise as possible.

Please indicate, where relevant, which test(s) of soundness you consider have not been met (Positively Prepared, Justified, Effective, or Consistent with National Policy). If you wish to support the legal compliance or soundness of the Local Plan please also use this box to set out your comments.

Please set out the modification(s) you consider necessary to make the Local Plan legally compliant and sound, in respect of any legal compliance or soundness matters you have identified above.

You will need to say why each modification will make the Local Plan 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.

In your representation you should provide succinctly all the evidence and information necessary to support your representation and your suggested modification(s). You should not assume that you will have a further opportunity to make submissions.

After this stage, further submissions may only be made if invited by the Inspector, based on the matters and issues he or she identifies for examination.

If your representation is seeking a modification to the plan, do you consider it necessary to participate in examination hearing session(s)?

Only persons seeking a change to the Plan have a right to be heard at examination hearing sessions if they request to participate. The Inspector will determine the most appropriate procedure and who will be invited to participate in any hearing sessions.

☐

Yes

☐

No

If you wish to participate in the hearing session(s), please outline why you consider this to be necessary:

The Inspector will determine the most appropriate procedure to adopt to hear those who have indicated that they wish to participate in hearing session(s). You may be asked to confirm your wish to participate when the Inspector has identified the matters and issues for examination.

