

## Consultation Form: Guidance Note

### 1. Introduction

- 1.1. Shropshire Council is undertaking a consultation on the **Regulation 18: Pre-Submission Draft of the Shropshire Local Plan**. The main objective of this consultation is to seek the views of all parties on the **Regulation 18: Pre-Submission Draft of the Shropshire Local Plan**, to inform the ongoing Local Plan Review.
- 1.2. The Regulation 18: Pre-Submission Draft of the Shropshire Local Plan represents a full draft of the Local Plan. It identifies a draft vision and draft framework for the future development of Shropshire to 2038, addressing such issues as the needs and opportunities in relation to housing, the local economy, community facilities and infrastructure; and seeks to safeguard the environment, enable adaptation to climate change and helps to secure high-quality and accessible design. It contains:
  - Draft strategic policies which set the priorities and framework for the Local Plan;
  - Draft 'strategic' implementation policies and more 'detailed' draft policies for managing development;
  - Draft settlement policies which provide draft strategies and draft guidelines for the settlements of Shropshire, including where appropriate identifying draft proposed site allocations; and
  - Draft strategic settlement and draft strategic site policies which identify these draft proposed sites and provide draft strategies and draft guidelines for their development.
- 1.3. A Regulation 18: Pre-Submission Draft of the Policies Map, consisting of a draft Overview Map for Shropshire and a range of more detailed draft Inset Maps, has also been prepared alongside the Regulation 18: Pre-Submission Draft of the Shropshire Local Plan. The Regulation 18: Pre-Submission Draft of the Policies Map illustrates where locational specific draft policies apply and the location of draft proposed site allocations.
- 1.4. A Consultation Plan has been produced to inform this consultation, in line with the standards set out in the Council's published Statement of Community Involvement (SCI) and national guidance.
- 1.5. The Regulation 18: Pre-Submission Draft of the Shropshire Local Plan has been subject to Sustainability Appraisal and Habitats Regulations Assessment:
  - The Sustainability Appraisal of the Regulation 18: Pre-Submission Draft of the Shropshire Local Plan, assesses the extent to which the Regulation 18: Pre-Submission Draft Local Plan will help to achieve relevant environmental, economic and social objectives, when judged against the alternatives.
  - The Habitats Regulations Assessment of the Regulation 18: Pre-Submission Draft of the Shropshire Local Plan, considers the impact on internationally designated nature conservation sites.
- 1.6. The Regulation 18: Pre-Submission Draft of the Shropshire Local Plan has also been subject to an Equality and Social Inclusion Impact Assessment.
- 1.7. An extensive evidence base has informed the preparation on the Pre-Submission Draft of the Shropshire Local Plan.
- 1.8. Responses to this Regulation 18: Consultation can address any of the Supporting Documents and Evidence by relating them to the resulting paragraph, policy (including its explanation) or site in the Regulation 18: Pre-Submission Draft of the Shropshire Local Plan.

## 2. Viewing Documents

- 2.1. The Regulation 18: Pre-Submission Draft of the Shropshire Local Plan and its supporting documents and evidence are available to view on the Shropshire Council website.
- 2.2. The Regulation 18: Pre-Submission Draft of the Shropshire Local Plan is also available at the following libraries: Bishop's Castle; Bridgnorth; Broseley; Church Stretton; Cleobury Mortimer; Ellesmere; Ludlow; Oswestry; Shifnal; Shrewsbury; and Whitchurch (viewing of documents is by appointment with the specific library, during their specified opening times). Supporting documents can be viewed at these libraries by using the computer facilities within these libraries, where available and by appointment with the specific library, during their specified opening times. Member of the public who wish to view the document at the libraries may need to wear mask and gloves.
- 2.3. For further information about these libraries please visit the Shropshire Council website at: <https://www.shropshire.gov.uk/libraries/find-a-library/> or contact the library directly.
- 2.4. The Regulation 18: Pre-Submission Draft of the Shropshire Local Plan is also available, by appointment at the Councils main office at: Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6ND (Monday – Friday, 9:00am to 5:00pm). However, wherever possible we would encourage you to view the document at a library, due to limited staff availability and implications of the current situation regarding Covid-19. Member of the public who wish to view the document at the Shirehall will need to wear mask and gloves.
- 2.5. To view the document at the Shirehall, you will need to make an appointment by calling 01743 252 895. Upon arrival at the main reception please ring 01743 252 895 and ask a member of the Sites Facilities Team to bring the document for viewing. Viewing the document will take place in the Column Restaurant. Please Note: staff giving access are not able to answer questions on the documents as they are not part of the Planning Policy Team.

## 3. Submitting Responses

- 3.1. The Regulation 18 Consultation on the Pre-Submission Draft of the Shropshire Local Plan runs from Monday 3<sup>rd</sup> August 2020 - Wednesday 30<sup>th</sup> September 2020. **All responses should be received by the Council by 5:00pm on Wednesday 30<sup>th</sup> September 2020.**
- 3.2. Responses can be submitted by all interested parties using the **two-part Consultation Form**:
  - **Part A Consultation Form:** Personal details (need only be completed once).
  - **Part B Consultation Form:** Your Response(s) (please fill in a separate Part B Consultation Form for each comment you wish to make, relating it to the relevant paragraph, policy (including its explanation) or site).
- 3.3. Please complete a separate Part B Representation Form for each representation that you would like to make. One Part A Representation Form must be enclosed with your Part B Representation Form(s).
- 3.4. If when completing Part B of the Representation Form your Representation requires more space than allowed, please continue on a separate sheet and submit it alongside the Part B Representation. If you are making more than one Part B Representation, please ensure it is clear to which Part B Representation Form any additional sheets relate.

3.5. **Please Note: We cannot accept anonymous representations. You must provide your name and contact details.** Your personal data will be processed in line with our [Planning Policy Privacy Notice](#).

3.6. Completed Consultation Forms can be submitted by emailing:  
[Planningpolicy@Shropshire.gov.uk](mailto:Planningpolicy@Shropshire.gov.uk)

*If submitting your own response, please enter your last name in the subject field of the email;  
If submitting a response on behalf of a client, please enter their last name in the subject field of the email.*

3.7. Completed Consultation Forms can also be submitted by post to:

**Shropshire Council, Planning Policy & Strategy Team, Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6ND**