



Dover District Local Plan

How to comment on the Regulation 19 Submission Local Plan

The Regulation 19 Submission Version of the Local Plan and its supporting documents are being published for public consultation for a period of 7 weeks from the **21th October 2022 to the 9th December 2022 at 5pm.**

During this time we would encourage you to read the consultation document and make comments (also known as representations).

The main consultation document, supporting evidence and settlement maps for each area of the District can be viewed at the Council's dedicated Local Plan website www.doverdistrictlocalplan.co.uk. This will be the main access point to all of the consultation material and the main way to submit comments.

What can I comment on?

Comments on the Local Plan, must be within three specific remits, that include:

- **Legal Compliance** – does the Local Plan meet the legal requirements?
- **Soundness** – has the Local Plan been positively prepared, justified, effective, and consistent with national policy? and,
- **Meets the Duty to Cooperate** – has the Council in preparing the Local Plan engaged and worked effectively with neighbouring authorities and statutory bodies?

There is separate guidance on these matters, call Legal Compliance, Soundness and Duty to Cooperate Guidance Notes.

We are also consulting on the:

- Sustainability Appraisal of the Regulation 19 Local Plan (2022),
- Habitats Regulations Assessment of the Regulation 19 Local Plan (2022),
- Infrastructure Delivery Plan (2022)

General advice when commenting

- Responses should be made through the Council's online consultation portal (<https://dover-consult.objective.co.uk/kse>);
- If you have particular difficulties using the consultation portal we will be able to accept representation forms by email (localplan@dover.gov.uk) or by post to Local Plans Team, Dover District Council, Council Offices, White Cliffs Business Park, Dover CT16 3PJ
- Attachments should only be submitted where they are necessary to support the response (e.g. plans or images) – responses that simply state 'see attachment' may not be accepted.

- Responses should be brief and ‘to the point’ and aim to answer the questions on the response form.
- At examination the Inspector will give the same weight to an issue whether it appears in hundreds of responses or only in one. Where a group (for example an action group) shares a common view on how the Local Plan or one of the supporting documents should be changed, it will assist if the group only makes a single response. In such cases the response should indicate how many people the group represents, and how the group’s response has been authorised.

Sustainability Appraisal and Habitats Regulations Assessment:

The Sustainability Appraisal and Habitats Regulations Assessment are required in order for the Local Plan to be legally compliant, but their findings are also open to consultation. Responses must specifically address the conclusions made in either the Sustainability Appraisal or Habitats Regulations Assessment, and not solely be a comment on the proposals made in the Local Plan.

Infrastructure Delivery Plan

Investment in infrastructure is needed to support the proposed scale of growth in the Local Plan. The IDP identifies what infrastructure is required, when it is required, how much it will cost and who will deliver it. Infrastructure includes transport, open spaces, schools, water supply, sewage infrastructure and numerous other matters. We are interested in your comments on this detailed evidence document.

How to submit a comment on the Objective Consultation Portal

- You can view the Local Plan document without registering on Objective but you will be prompted to register for an account and give your name, email and postal address if you make a comment.
- To register for an account, click the ‘Sign in’ Icon, in the top right corner of the screen. From here you can choose to either ‘log in’ (if you already have set up an account and have a user name and password) or register. If this is your first occasion using the portal, select ‘Register’ and set up an account.
- You can register as a first-time user by entering your details as prompted. Alternatively, you can choose to register by using an existing social media profile on either Facebook or Twitter
- Comment boxes have been attached to specific sections of the document to enable separate comments to be made on individual sections. You will be asked to confirm your details when you answer the first question in each section, please check and click the next button at the bottom of the form.
- Your name, organisation and comments will be published for others to see on this portal after they have been processed -but your other personal details will not be shown. However, it may be necessary to disclose these to the Planning Inspector at a later date.
- You can save your comment as Draft. Draft comments are sign posted throughout the document as ‘incomplete’ so that they can be returned to. Don’t forget to complete your comment(s) before the consultation ends.
- Once you are happy with your comment select ‘complete comment’.

- You can then review comments using the blue 'Review' button which will appear at the top right of the screen. You can then edit any question by clicking on the pencil icon, and then save any changes by clicking on the save button or the disk icon.
- You then must click 'submit' at the top.
- You will receive a notification email when you submit a comment/s and when they have been validated and published. The emails are sent out by our consultation partner and will come from consult@objective.co.uk. If you don't receive these emails please check your junk folder as your notification email may be there.
- You are able to review all of your submitted comments across all consultations by clicking on your username at the top right of the screen.

- Please note that comments on the Sustainability Appraisal, Habitats Regulations Assessment and Infrastructure Delivery Plan are completed on a form that requires you to specify what part you are commenting on, whereas the Regulation 19 Submission document allows you to comment against the relevant part of the document.

If you have any questions on the consultation then please see our Frequently Asked Questions on the Council's dedicated Local Plan website www.doverdistrictlocalplan.co.uk

If you need assistance to view and comment on the document or you are having problems using the online consultation portal then please contact us at localplan@dover.gov.uk or telephone the Local Plan team on **01304 872244 – between the hours of 14:00-16:00 Monday, Wednesday and Friday** - for assistance.

For all documents, responses must be received by **5.00pm on 9th December 2022**. Late responses will not be considered.