Bath & North East Somerset Council

Improving People's Lives

Bath and North East Somerset Council

Local Plan 2025 – 2043

Pre-Submission Draft Local Plan (Reg 19)

September 2026

Statement of Representations Procedure and Availability of the Draft Local Plan for Inspection

Contents

1. Introduction 2
2. Current Stage of the Local Plan 2
3. Consultation Period 3
4. How to Make a Representation 3
5. Representation Form 3
6. Availability of Documents 5
7. Supporting Participation 5
8. Data Handling 5
9. What Happens Next 5
10. Further Information 6

1. Introduction

1.1 Bath & North East Somerset Council has prepared the Draft Local Plan 2025 – 2043 (Regulation 19 Publication Version). At this formal stage of consultation, there are legal requirements governing how the consultation is carried out and how representations should be submitted. This document is the Statement of Representations Procedure and sets out those requirements.

1.2 This consultation stage provides an opportunity for interested parties to comment on whether the Draft Local Plan is legally compliant, meets the Duty to Cooperate, and is sound.

1.3 The Statement of Representation Procedure explains how representations can be made, where the Draft Local Plan and supporting documents can be inspected, and what happens next in the process. It also provides guidance on completing the Regulation 19 Representation Form.

2. Current Stage of the Local Plan

2.1 The Council has previously undertaken Regulation 18 consultations which provided an opportunity for interested parties to comment on shaping the content of the Draft Local Plan. Comments received during earlier consultations have informed and influenced the current Regulation 19 Publication Version, which is the focus of this consultation.

2.2 This is the final formal consultation stage before submission of the Plan to the Planning Inspectorate for independent examination.

2.3 In accordance with the relevant regulations, representations at this stage must focus on whether the Plan is legally compliant, sound and whether the Duty of Cooperate has been met.

2.4 The tests of soundness are whether the Plan is positively prepared, justified, effective and consistent with National Policy.

2.5 The guidance is designed to be read alongside the Regulation 19 Representation Form to help ensure that responses are submitted in a way that enables them to be considered by the Planning Inspector during the Examination.

3. Consultation Period

3.1 The Regulation 19 Draft Local Plan consultation is subject to a six-week statutory consultation period. Bath & North East Somerset Council will consult on the Draft Local Plan for six weeks from week commencing 17 September 2026 to 29 October 2026.

3.2 All representations must be received by the consultation deadline.

4. How to Make a Representation

4.1 Representations should be submitted using the Regulation 19 Model Representation Form found on the Council's online consultation portal.

Online

Submit representations through the Council's consultation portal:

www.haveyoursay.bathnes.gov.uk/localplan

Email or Post

Email: planning_policy@bathnes.gov.uk

Post: Planning Policy Team, Bath & North East Somerset Council

5. Representation Form

5.1 Comments should be submitted through the Council's consultation webpage whenever possible. Alternatively, representations can be made using the Regulations 19 Representation Form.

5.2 Copies of the form will be available to download from the Council's consultation webpage. Completed forms can be submitted online, by email or by post using the details provided in this document.

5.3 The Representation Form is split into two parts. Part A only needs to be completed once and records personal or agent details. Part B should be completed for each separate representation made on the Draft Local Plan and returned alongside a single completed Part A.

5.4 Representations should identify the relevant policy, paragraph, or section of the Plan and explain why it is considered unsound or not legally compliant, together with any suggested modifications.

5.5 Please complete all contact details unless an agent is acting on your behalf. This information is required to identify who has submitted the representation. If you are an agent, please provide your title, name and organisation in full.

5.6 To ensure an effective and fair Examination, representations and names of respondents may be published on the Council's website and submitted to the Planning Inspectorate.

5.7 Please clearly identify the policy, paragraph, site allocation, or section of the Draft Local Plan your representation relates to. You should indicate whether you consider the Plan to be: legally compliant; compliant with the Duty to Cooperate; and/or sound. If you consider the Plan to be unsound or not legally compliant, please explain why and set out any modifications you consider necessary to make the Plan sound or legally compliant.

5.8 Representations relating to the Duty to Cooperate should focus on how the Council has engaged with neighbouring authorities and prescribed bodies on strategic cross-boundary matters.

5.9 You may also indicate whether you wish to participate in hearing sessions during the Examination. The Planning Inspector will decide who will be invited to speak and which matters will be discussed.

6. Availability of Documents

6.1 The Draft Local Plan, supporting evidence base documents and representation forms will be available online via the Council's website at www.bathnes.gov.uk/emerging-local-plan, as hard copies for inspection at Keynsham Library, Bath Central Library, Midsomer Norton Library, The Guildhall and Community Libraries across Bath & North East Somerset, and in accessible formats (Easy Read version) and on request.

7. Supporting Participation

7.1 The Council will support participation through accessible information, clear guidance, and a range of communication channels.

7.2 Reasonable assistance will be provided for anyone requiring help to access the consultation materials or submit representations.

8. Data Handling

8.1 Representations received will be recorded and made publicly available in accordance with planning regulations and data protection requirements.

8.2 Representations will be submitted to the Planning Inspectorate as part of the examination process.

9. What Happens Next

9.1 Following consultation, all representations will be reviewed, registered, and submitted alongside the Draft Local Plan to the Planning Inspectorate for independent examination. Respondents will be allocated a reference number through the Online Consultation Webpage or by request if submitting by email/post.

9.2 The appointed Planning Inspector will consider whether the Draft Local Plan is legally compliant, meets the Duty to Cooperate, and is sound, having regard to

the National Planning Policy Framework (NPPF) December 2024 (as revised in February 2025).

9.3 The Council currently expects the Examination process to begin towards the end of 2026, with hearing sessions likely to take place during 2027. Participants who have requested to appear at the Examination in Public will be contacted with further information once the Inspector has been appointed.

10. Further Information

10.1 Information about Government Planning Policy and Guidance can be found at: www.gov.uk/government/collections/planning-practice-guidance

10.2 Comments received during previous stages of consultation will be summarised within the Consultation Statement and supporting consultation reports submitted alongside the Draft Local Plan to the Planning Inspectorate.

10.3 Previous consultation materials and supporting evidence documents are available to view on the Bath & North East Somerset Council Local Plan webpage.

10.4 If you require assistance in completing the Representation Form or would like further information please contact the Planning Policy Team at: planning_policy@bathnes.gov.uk