

# Colchester City Council – New Local Plan Regulation 19 Consultation Response Form

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Submission Draft Consultation 28<sup>th</sup> August 2026 – 13<sup>th</sup> October 2026

It is strongly encouraged that you submit your comments via the online consultation portal: <https://colchester.oc2.uk/document/83> . This is the quickest and most efficient way to ensure your views are recorded.

If you are unable to respond online, you may return this form electronically via email to [Local.Plan@colchester.gov.uk](mailto:Local.Plan@colchester.gov.uk) or by post to: Planning Policy Team, Colchester City Council, Rowan House, 33 Sheepen Road, Colchester, CO3 3WG.

**The consultation runs from 28<sup>th</sup> August 2026 to 13<sup>th</sup> October 2026.** Representations must be received by the council no later than 4pm on 13<sup>th</sup> October 2026 and any received after this date may not be considered.

**Before completing the form, please review the guidance document at the end of the form** for guidance on submitting a Regulation 19 consultation representation. Further information is also available online at <https://www.new.colchester.gov.uk/colchester-local-plan/new-local-plan/engagement-and-consultation>

## Personal Details (Required)

Please note that it is not possible for representations to be considered anonymously. Representations will be published on the Council's website and engagement website. Address and contact details will be removed from published responses.

Any personal information you supply will be processed in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. Your details will only be used for the purpose of this consultation and to keep you informed about the Local Plan Review if you consent. They will not be shared with third parties except as required by law.

The Councils reserve the right not to publish or take into account any representations which it considers offensive or defamatory.

Please supply an email address if you have one as it will allow us to contact you electronically regarding your representation.

If an agent or consultant has been engaged to act on your behalf please fill in both sets of details in full. Correspondence will be sent to the agent.

Please use a separate form where possible, for each comment. You only need to send each comment once to one of the email/ postal addresses. You do not need to complete and return this form if you have completed a response using the online engagement website.

|                                     |  |
|-------------------------------------|--|
| <b>Full Name</b>                    |  |
| <b>Organisation (if applicable)</b> |  |
| <b>Address</b>                      |  |
| <b>Postcode</b>                     |  |
| <b>Email</b>                        |  |
| <b>Phone (optional)</b>             |  |

**I am responding as:**    ☐ An individual    ☐ On behalf of an organisation

**Agents details if applicable:**

|                         |  |
|-------------------------|--|
| <b>Full Name</b>        |  |
| <b>Company</b>          |  |
| <b>Address</b>          |  |
| <b>Postcode</b>         |  |
| <b>Email</b>            |  |
| <b>Phone (optional)</b> |  |

## Your Comments

**Please use a separate sheet for each representation**

**Please provide the Policy number you are commenting on:**

|  |
|--|
|  |
|--|

**Do you support or object to this part of the plan?**

Support ☐    Object ☐

**Do you consider that the Local Plan is:**

**1. Legally compliant** (see guidance at the end of the form for what this means)

Yes ☐    No ☐

**2. Sound** (see guidance at end of the form which includes the tests of soundness and explains what they mean)

Yes ☐    No ☐

**Enter your full representation here, with details of why you consider that the Local Plan is not legally compliant or is unsound. Please be as precise as possible. If you wish to support the legal compliance or soundness of the Local Plan please also use this box to set out your comments.**

**If there is any evidence or information in other documents you would like to reference, please provide the relevant website address or state where the information can be found. Alternatively, you can email these to [local.plan@colchester.gov.uk](mailto:local.plan@colchester.gov.uk).**

**If your Representation is over 100 words then please provide a brief summary here (100 word max):**

**Please set out the modification(s) you consider necessary to make the Local Plan legally compliant and/or 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.**

**Have you raised the above issue(s) previously?**

Yes ☐ No ☐

**If yes, at which stage. If no, why not?**

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

☐

**No**, I do not wish to participate in hearing session(s)

☐

**Yes**, I wish to participate in hearing session(s)

### **Return this form to:**

Planning Policy Team  
Colchester City Council  
Rowan House, 33 Sheepen Road  
Colchester, CO3 3WG  
Email: [Local.Plan@colchester.gov.uk](mailto:Local.Plan@colchester.gov.uk)

### **Privacy and Data Handling**

Colchester City Council collects, holds and processes a considerable amount of information, including personal information, in our capacity as a data controller. Your personal information will be processed in accordance with our Privacy Policy [www.colchester.gov.uk/privacy-policy/planning-privacy-notice/](http://www.colchester.gov.uk/privacy-policy/planning-privacy-notice/). Please review the policy for details on how your data is used and your rights under data protection laws.

If you would like a copy of this in another format please contact the Planning Policy Team (01206 282449 / 282975)

# Guidance on Submitting a Representation for Regulation 19 Consultation

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## What is Regulation 19 Consultation?

Regulation 19 consultation is a stage in the Local Plan preparation process where the public, stakeholders, and organisations are invited to comment on the proposed Plan before it is submitted to the Secretary of State for examination by an independent Inspector. This consultation allows members of the public and other interested parties to suggest changes to the Plan. All representations received will be submitted to the Inspector as part of the examination process.

This stage of consultation requires comments to focus on the legal compliance and soundness of the Submission Draft Plan:

### Legal compliance

This means ensuring that the plan has:

- followed plan making legislation (Planning and Compulsory Purchase Act 2004), and Local Plan Regulations (2012 Regulations – setting out consultation stages like Regulation 18 and 19)
- been 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 a programme of work prepared to set out the key stages in the production of the plan. The Council's LDS is available on the Council's website and was updated in June 2026.
- The process of community involvement for the plan in question should be in general accordance with the LPA's Statement of Community Involvement (SCI). 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.

## Soundness

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

- **Positively prepared** – the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development;
- **Justified** – the plan should be the most appropriate strategy, when considered against the reasonable alternatives, based on proportionate evidence;
- **Effective** – the plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities; and
- **Consistent with national policy** – the plan should enable the delivery of sustainable development in accordance with the policies in the National Planning Policy Framework.

The Planning Inspector will consider whether the Local Plan meets these tests when examining the plan.

## Why Your Representation Matters?

This is the last opportunity to comment on the Plan and its content before it is examined by the Planning Inspector. Your feedback can be useful in considering how land is used for housing, jobs, transport, and green spaces and will be considered by the Inspector at examination. Well-prepared representations can help ensure that local priorities and concerns are considered in planning policies. Key Tips for Writing an Effective Response

| What to Include:                                                                                                                     | What NOT to Include:                                       |
|--------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| ✓ Provide evidence where possible – examples could include photographs, data, local knowledge, or policy documents.                  | ✗ Personal opinions without evidence                       |
| ✓ References to NPPF and Local Plan policies                                                                                         | ✗ Comments unrelated to planning policy                    |
| ✓ Clear and concise reasoning for suggested changes                                                                                  | ✗ Objections without reasoning                             |
| ✓ Attachments with supporting documentation                                                                                          | ✗ Duplicate submissions                                    |
| ✓ Information regarding site constraints, heritage, landscape and ecology, access and transport capacity, viability and legal issues | ✗ Offensive or inappropriate language/personal information |