Representation Form for Southend Local Plan

Southend-on-Sea City Council	**Ref:** **(For official use only)**

Name of the Local Plan to which this representation relates:	**Southend Local Plan Proposed Submission Draft (Regulation 19)**

Please return to planningpolicy@southend.gov.uk by 21st December 2026 at 17:00

By law we are required to publish the comments we receive about the Local Plan and make them available for all to see, including your name. No other personal information will be published. This meets the requirements of the UK General Data Protection Regulation 2018. We only share your information where we are permitted or required to by law, or where you have requested us to do so.

You can find more specific information on how your information will be used by the Planning Policy service at Planning Policy Privacy Notice

If you have any concerns or questions about how we look after your personal information, please contact the Data Protection Officer via dataprotection@southend.gov.uk or by calling 01702 215000.

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.

The Council strongly recommends that responses are submitted via our online consultation portal. This is the fastest method which allows you to comment directly against specific policies, sections of the Plan, and site allocations. Please visit the **Southend New Local Plan Website**

Please return completed forms by email to: planningpolicy@southend.gov.uk

Our postal address is: Planning Policy, Department for Environment and Place, Southend-on-Sea City Council, PO Box 6, Civic Centre, Victoria Avenue, Southend on Sea, SS2 6ER

Part A

	1. Personal Details Note, if an agent is appointed, please complete only the Title, Name and Organisation (if applicable)	**2. Agent's Details** (if applicable)
Title		
First Name		
Second Name		
Job Title		
Organisation (where relevant)		
Address Line 1		
Address Line 2		
Address Line 3		
Address Line 4		
Post Code		
Telephone Number		
Email Address (where relevant)		

Part B – Please use a separate sheet for each representation

Name or Organisation	

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

Paragraph	
Policy	
Policies Map	

4. Do you consider the Local Plan is :
Please tick as appropriate

	Yes	No		Yes	No
4.(1) Legally compliant			4.(2) Sound		

5. Please give details of why you consider 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.

(Continue on a separate sheet /expand box if necessary)

6. 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 at 5 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.

(Continue on a separate sheet /expand box if necessary)

Please note In your representation you should provide succinctly all the evidence and supporting 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.

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

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

Please note that while this will provide an initial indication of your wish to participate in hearing session(s), you may be asked at a later point to confirm your request to participate.

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

To ensure concise reasons for participating in the hearing session(s) there is a 1,500 character limit

Please note 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.