

**Planning and Compulsory Purchase Act 2004
Regulations 19 and 20 of the Town and Country Planning (Local Planning) (England)
Regulations 2012**

West Berkshire District Council

West Berkshire Housing Site Allocations Development Plan Document

Statement of the Representations Procedure

West Berkshire Council has prepared a Housing Site Allocations Development Plan Document (HSA DPD) and Policies Map as part of its Local Plan which it proposes to submit to the Secretary of State. The Proposed Submission HSA DPD and Policies Map are being published for consultation from **Monday 9 November until 5pm on Thursday 24 December 2015**.

The DPD forms the second part of the Council's Local Plan for the whole of the district of West Berkshire, allocating additional housing sites to meet the requirements set out in the adopted Core Strategy. The DPD also contains sites for Gypsies, Travellers and Travelling Showpeople, policies to manage development in the countryside and parking standards for new residential development. The accompanying Sustainability Appraisal is a statutory document that identifies the likely significant effects and the extent to which implementation of the policies will achieve social, environmental and economic objectives. It contains the assessment of alternative sites. The Proposed Submission documents can be viewed at www.westberks.gov.uk/hsaproposedsubmission.

Guidance on making representations is available with the representation form and on the online Local Plan Consultation Portal. Representations should relate to the 'legal compliance' and 'soundness' of the DPD.

Representations can be made in writing or by way of electronic communications. We strongly advise that you use the following methods in order to ensure your representation is valid:

Online: Representations can be made online using the Council's Local Plan Consultation Portal: <http://consult.westberks.gov.uk/portal>. This is the easiest and most efficient way to make your representations.

Representation Form: (available electronically on the Council's website and in hard copy in libraries and in the Council Offices). Please return by 5pm on Thursday 24 December 2015:

- by email (planningpolicy@westberks.gov.uk); or
- by post to the Planning Policy Team, Planning and Countryside, West Berkshire District Council, Market Street, Newbury. RG14 5LD

It is advisable that you follow the guidance notes which are available with the representation form and on the online consultation portal. All representations must be accompanied by your full name, address and contact details.

All representations should specify the matters to which they relate and the grounds on which they are made. They may also be accompanied by a request to be notified at a specified address of the submission of the DPD for independent examination, publication of recommendations of the Inspector carrying out the independent examination and adoption of the DPD.

Only those representations that arrive at the address specified above within the six week period **ending 5 pm Thursday 24 December 2015** will be considered alongside the submitted DPD, which will be examined by an independent Planning Inspector.