

Southwark Council Planning Policy Department's tips for writing representations on the NSP

In order to make your comments effective you need to relate them to the tests.

- Clearly identify the policy or site proposal you are objecting to or supporting, using the reference number given in the plan.
- Say why you are objecting or supporting and, if you want to see a policy or site proposal changed, say how and put forward your own alternative wording and the reasons for it.
- Keep your comments as simple as possible and organise them in a logical order.
- Concentrate on the planning issues involved. These are known as material considerations.
- If objecting to certain aspects of a site proposal it is important to stress where you agree with the local authority so attention can be focused on issues of conflict. Try to show that you have understood, yet still disagree with the local authority's position.
- Identify statements or analysis from the IIA or other documents such as national policy, guidance or local technical studies which support your view.
- Refer to local issues and concerns, but try to relate them to the main planning issues.
- Try not to get side-tracked onto non-material, temporary or non-planning issues – you can raise these with your councillor but as far as the inspector is concerned they will be ignored. Remember noise and disturbance during construction, and property values, are areas to avoid.