

# CAMDEN LOCAL PLAN LEGAL REQUIREMENTS CHECKLIST

The table below sets out set out legal requirements included in legislation relevant for plan making. For each requirement the table highlights the supporting documents in which this information is recorded.

It is based on the **Planning Advisory Service's Route Mapper Toolkit Part 3: Local Plan Process Requirements Checklist**. It focuses on the legal requirements, omitting the project management reminders included in the PAS checklist.

The following abbreviations are used:

P&CPA - Planning and Compulsory Purchase Act 2004 (as amended)

T&CP - The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)

## Contents

Stage A: Navigating the process of reviewing local plan policies	2
Stage B: Scoping and preparing the local plan update	3
Stage C: Developing the update to the local plan	6
Stage D: Consulting and engaging on the update to the local plan	16
Stage E: Developing the submission version of the local plan update	19
Stage F: Independent examination and adoption	21
Getting ready for submission	23

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
<b>Stage A: Navigating the process of reviewing local plan policies</b>				
1	Have you consistently kept under review the matters which are likely to affect the development of your area and the planning of its development?	P&CPA Section 13 T&CP Regulation 34	Yes	<p>The most recent Camden Authority Monitoring Report (AMR) can be viewed on the Council's website <a href="#">here</a>. Previous AMRs are available <a href="#">here</a>.</p> <p>Evidence prepared to support the draft new Local Plan can be viewed on the Council's website <a href="#">here</a>.</p> <p>The latest Housing Delivery Test Action Plan can be viewed on the Council's website <a href="#">here</a>.</p>
2	Have you prepared to undertake a review of your local plan policies and complete the review within 5 years of the date of adoption of the current local plan?	T&CP Regulation 10A NPPF para 34		<p>The current Camden Local Development Scheme (LDS) can be viewed on the Council's website <a href="#">here</a>.</p> <p>Information on previous stages in the local plan review can be viewed on the Council's website <a href="#">here</a>. Initial engagement on a draft Site Allocations Local Plan took place in 2020. Initial engagement on the Camden Local Plan review took place in 2022.</p>
3	Have you prepared to review your Statement of Community Involvement and complete the review within 5 years of the date of adoption of the current Statement of Community Involvement?	P&CPA Section 17(8), 18 and 19(3) T&CP Regulation 10A	Yes	The current Camden Statement of Community Involvement (SCI) was adopted in April 2024 and can be viewed on the Council's website <a href="#">here</a> . No review is programmed at the current time.

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
<b>Stage B: Scoping and preparing for the local plan update</b>				
4	Where an update of the Statement of Community Involvement is required, have you prepared, consulted and adopted a revised Statement in accordance with the procedures set out in Part 2 of the P&CPA? Have you ensured that the Statement is up to date and reflects who the relevant consultation bodies are - for all stages of the plan making process - and what actions will be undertaken to involve the community in any updates to the local plan policies?	P&CPA Part 2  T&CP Regulation 18  NPPF Para 16	Yes	The current Camden Statement of Community Involvement (SCI) was prepared in line with statutory procedures and adopted in April 2024. It can be viewed on the Council's website <a href="#">here</a> .
5	Have you prepared a new Local Development Scheme which identifies the local plan update document(s) and the Sustainability Appraisal and timescales for their production?	P&CPA Section 15(2) and Section 19(1)	Yes	The current Camden Local Development Scheme (LDS), published in September 2025, can be viewed on the Council's website <a href="#">here</a> . Iterations of the LDS including information on the review of the Local Plan and its timetable were published in October 2022, December 2023, December 2024 and March 2025.

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
6	Does your Statement of Community Involvement and project plan identify the <a href="#">legally prescribed bodies</a> you will engage with under the duty to co-operate? This should also include <a href="#">each Local Nature Partnership</a> in the area.	P&CPA Section 20 and Section 33A  T&CP Regulation 4, amended by SI 2012 No.2613 Regulation 2	Yes	The current Camden Statement of Community Involvement (SCI) was adopted in April 2024. It can be viewed on the Council's website <a href="#">here</a> . Appendix 1 identifies statutory bodies the Council will engage with under the duty to co-operate, including local nature partnerships. A Duty to Co-operate Statement, which outlines how the Camden Local Plan Proposed Submission Draft has been prepared in accordance with the statutory duty to co-operate, can be viewed on the Council's website <a href="#">here</a> .
7	Have you identified the "strategic matters" that will be included in the updated local plan and which have / would have a significant impact on your area and at least one other planning area and on which you are required to engage constructively, actively and on an ongoing basis?	P&CPA Section 20 and Section 33A	Yes	Strategic matters were discussed with neighbouring boroughs and other relevant bodies as detailed in a Duty to Co-operate Statement which can be viewed on the Council's website <a href="#">here</a> . The Council has agreed Statements of Common Ground with neighbouring boroughs. These can be viewed on the Council's website <a href="#">here</a> .

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
8	In addition to the legally prescribed bodies does your Statement of Community Involvement and project plan identify any additional bodies / person(s) who you will engage with on strategic cross-boundary matters and who will be party to your Statement(s) of Common Ground?	NPPF para 27 and para 35	Yes	The current Camden Statement of Community Involvement (SCI) was adopted in April 2024. It can be viewed on the Council's website <a href="#">here</a> . The Duty to Co-operate Statement can be viewed on the Council's website <a href="#">here</a> . The Council has agreed Statements of Common Ground with neighbouring boroughs. These can be viewed on the Council's website <a href="#">here</a> .
9	Have you prepared a Scoping Report for the development of your Sustainability Appraisal to inform the update of your plan policies? Have you included a proposed framework for testing local plan update options and alternatives using the baseline information and an identified set of sustainability objectives? Have you incorporated the requirements of the Strategic Environmental Assessment?	P&CPA Section 19 and Section 39  The Environmental Assessment of Plans and Programmes Regulations 2004 (as amended) The European Directive 2001/42/EC NPPF Para 33	Yes	The Sustainability Appraisal Scoping Report and Sustainability Appraisal of the Proposed Submission Local Plan are published on the Council's website <a href="#">here</a> .

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
10	Have you consulted the statutory environmental consultation bodies, and other interested parties, on the scope and level of detail of the environmental information to be included in the Sustainability Appraisal report?	The Environmental Assessment of Plans and Programmes Regulations 2004 (as amended)	Yes	The Sustainability Appraisal Scoping Report and Sustainability Appraisal (SA) of the Proposed Submission Local Plan are published on the Council's website <a href="#">here</a> . The Sustainability Appraisal of the Proposed Submission Local Plan was subject to consultation alongside the Plan in May - June 2025. Appendix 2 sets out comments received on the Scoping Report and Interim Sustainability Appraisal (Regulation 18).
<b>Stage C: Developing the update to the local plan</b>				
11	Have you collected in a presentable format the relevant baseline information that will inform and evidence an update to your plan? This may include evidence commissioned by third parties.	P&CPA Section 13 and Section 20	Yes	Supporting evidence for the Local Plan is available on the Council's website <a href="#">here</a> .

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
12	<p>Have you undertaken early engagement with stakeholders to help develop spatial options, particularly on strategic cross-boundary matters?</p> <p>Have you ensured that you are keeping a continual log of engagement for your Duty to Co-operate Statement of Common Ground?</p>	<p>P&amp;CPA Section 20 and Section 33A</p> <p>NPPF para 28 and para 36</p>	Yes	<p>Strategic matters were discussed with neighbouring boroughs and other relevant bodies as detailed in the Council's Duty to Co-operate Statement. The Statement can be viewed on the Council's website <a href="#">here</a>.</p> <p>The Council has agreed Statements of Common Ground with neighbouring boroughs. These can be viewed on the Council's website <a href="#">here</a>.</p>

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
13	Have you drafted policies / policy options and alternatives based on evidence and engagement? Do the options serve a clear purpose, have they been prepared positively and written in a clear and unambiguous manner?	NPPF para 15 to 35	Yes	<p>A 'call for views' on the Local Plan review was held from November 2022 to January 2023. The draft Local Plan was published for consultation and engagement from January to March 2024. These can be viewed on the Council's website <a href="#">here</a>.</p> <p>A draft Camden Site Allocations Local Plan was published for consultation in February - April 2020, with further consultation on the draft Plan in December 2021 -January 2022. These can be viewed on the Council's website <a href="#">here</a>. The Council decided not to progress site allocations in a separate plan but incorporate them into the review of the Local Plan. A 'call for sites' was also carried out at each of the stages of plan preparation set out above.</p> <p>Evidence to inform the development of the Plan, the Consultation Statement summarising the consultation and engagement on the Plan, the Duty to Co-operate Statement, and Statements of Common Ground, can be viewed on the Council's website <a href="#">here</a>.</p>



	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
14	Have you taken account of the NPPF requirements for plan content and the Government's planning policy for traveller sites? At the time of publication this was included in the <a href="#">December 2024 MHCLG Planning policy for traveller sites</a> . This policy must be taken into account in the preparation of development plans.	NPPF  Planning policy for traveller sites, MHCLG December 2024	Yes	<p>The Camden Gypsies and Travellers Site Identification Study 2024 is available on the Council's website <a href="#">here</a>. The Camden Local Plan Proposed Submission draft, which identifies sites for Gypsies and Travellers accommodation, is available on the Council's website <a href="#">here</a>.</p> <p>The Duty to Co-operate Statement and Consultation Statement are available on the Council's website <a href="#">here</a>.</p> <p>The Council has prepared a Gypsy and Traveller Topic Paper which will be available on the Council's website <a href="#">here</a>.</p>

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
15	<p>Have you considered plan production processes set out within the NPPF, including:</p> <ul style="list-style-type: none"> <li>• Plan making provisions set out in section 3 – para 15-38</li> <li>• Considering transport issues at the earliest stages of plan production – para 109</li> <li>• Aligning strategies and investments – para 111</li> <li>• Considering changes in the demand for land – para 127</li> <li>• Discussing the strategic location of housing growth and any proposed changes to Green Belt boundaries with neighbouring authorities – para 147</li> <li>• Applying a sequential, risk-based approach to the location of development to avoid flood risk to people and property – para 172</li> <li>• Allocating land with the least environmental value – para 188</li> </ul>	NPPF	Yes	<p>Evidence to support the production of the Local Plan, the Sustainability Appraisal, the Duty to Co-operate Statement, the Consultation Statement, and Statements of Common Ground are available on the Council's website <a href="#">here</a>.</p> <p>The Regulation 18 Draft Local Plan is available <a href="#">here</a>.</p>

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
16	Have you developed a clear and robust framework that will allow you to consistently monitor the implementation and impact of the policies in the plan and to enable a review to be triggered where necessary?	P&CPA Section 13 and Section 35 T&CP Reg 34 The Environmental Assessment of Plans and Programmes Regulations 2004 (as amended) NPPF Para 32, 34, 79, 127	Yes	<p>The Council has prepared a schedule of Monitoring Indicators for the Local Plan, which is available <a href="#">here</a>.</p> <p>The most recent Camden Authority Monitoring Report (AMR) can be viewed on the Council's website <a href="#">here</a>. Previous AMRs are available <a href="#">here</a>.</p> <p>The Sustainability Appraisal of the Plan is available on the Council's website <a href="#">here</a>.</p>
17	Have you undertaken a Habitats Regulations Screening Assessment to determine whether the update to the local plan is likely to have a significant effect on a European site or a European offshore site (either alone or in combination with other plans or projects)?	<p>The Conservation of Habitats and Species Regulations 2017 (as amended)</p> <p>The European Directive 92/43/EEC</p>	Yes	The Habitats Assessment Screening Assessment is available to view on the Council's website <a href="#">here</a> .

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
18	Have you consulted the relevant “nature conservation body” on your Habitats Regulations Screening Assessment and had regard to their representations? Have you also consulted, if considered appropriate, other relevant organisations?	The Conservation of Habitats and Species Regulations 2017 (as amended)  The European Directive 92/43/EEC	Yes	The Habitats Assessment Screening Assessment is available to view on the Council’s website <a href="#">here</a> . Natural England were consulted and replied to confirm they had no comments. The Duty to Co-operate Statement and Consultation Statement are available on the Council's website <a href="#">here</a> .
19	Did the Habitats Regulations Assessment screening assessment determine that the plan is likely to have a significant effect on a European site or a European offshore site?  If so, you <u>must</u> undertake an appropriate assessment of the implications of the plan (as part of your Habitats Regulatory Assessment (HRA)) for the Plan’s policies and site(s) within the context of the European site’s conservation objectives.	The Conservation of Habitats and Species Regulations 2017 (as amended)  The European Directive 92/43/EEC	No	The Habitats Assessment Screening Assessment is available to view on the Council’s website <a href="#">here</a> .
20	Have you carried out an Equalities Impact Assessment?	Equality Act 2010	Yes	The Equalities Impact Assessments of the Draft Local Plan and the Proposed Submission Draft Local Plan are available to view on the Council’s website <a href="#">here</a> .

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
21	Have you assessed the draft plan / policy options against relevant soundness measures?	NPPF Para 36 to 37		<p>The Camden Local Plan Proposed Submission Draft is considered to be consistent with relevant soundness and quality measures. It is available on the Council's website <a href="#">here</a>.</p> <p>The Council has prepared a number of topic papers to provide further information on the approaches taken in the Local Plan and demonstrate their soundness. These will be available on the Council's website <a href="#">here</a>.</p>
22	<p>Are there any policies applying to sites or areas by reference to an Ordnance Survey map or to amend an adopted policies map?</p> <p>If yes, have you prepared a submission policies map?</p>	T&CP Regulations 5(1) (b), 9 (1), 17 & 22(1)	Yes	<p>An updated Policies Map was published alongside the Local Plan Proposed Submission and is available on the Council's website <a href="#">here</a>.</p> <p>A schedule of proposed changes to the Policies Map will be available <a href="#">here</a>.</p>

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
23	Is the local plan update consistent with any other adopted Local Plan Documents for the area?	T&CP Regulation 8(3) and (4)	Yes	<p>The updated Local Plan is consistent with the adopted North London Waste Plan (available <a href="#">here</a>), and the Euston Area Plan (available <a href="#">here</a>), which is in the process of being updated.</p> <p>On adoption, the updated Local Plan will replace the site allocations in the Fitzrovia Area Action Plan 2014 (available <a href="#">here</a>) and relevant site allocation policies in the Camden Site Allocations Plan 2013 (available <a href="#">here</a>).</p> <p>A policy replacement schedule is set out in Appendix 1 of the Camden Local Plan Proposed Submission Draft, which is available on the Council's website <a href="#">here</a>.</p>
24	Is the local plan update intended to supersede any adopted development plan policies, does it state that fact and identify the superseded policies?	T&CP Regulation 8(5)	Yes	<p>On adoption, the updated Local Plan will replace the current Camden Local Plan 2017, the site allocations in the Fitzrovia Area Action Plan 2014, and relevant site allocation policies in the Camden Site Allocations Plan 2013.</p> <p>A policy replacement schedule is set out in Appendix 1 of the Camden Local Plan Proposed Submission Draft, which is available on the Council's website <a href="#">here</a>.</p>

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
25	Is the local plan update (if a London Borough or Mayoral DC) in general conformity with the spatial development strategy?	P&CPA section 24	Yes	<p>The GLA's response to the Proposed Submission Draft Local Plan states that it is the Mayor's opinion that as currently written the draft Plan is not in general conformity with the London Plan. However, the Council considers that the issues raised by the GLA are matters of soundness, rather than matters of general conformity. It considers that the Local Plan is in general conformity with the London Plan and is sound. The Council has continued to engage with the GLA on the matters raised in their response to seek their resolution. The Council is preparing a Statement of Common Ground with the GLA to address general conformity and the other issues they raised. This will be available on the Council's website <a href="#">here</a>. The Council has also prepared a General Conformity Topic Paper. This is available on the Council's website <a href="#">here</a>.</p> <p>Council and GLA officers met a number of times to discuss the emerging Local Plan as set out in the Duty to Co-operate Statement, which is available on the Council's website <a href="#">here</a>.</p>

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
<b>Stage D: Consulting and engaging on the update to the local plan</b>				
26	<p>Have you notified the following bodies or persons that you are preparing a local plan update and invited them to make representations on what the plan should contain?</p> <ul style="list-style-type: none"> <li>• The specific consultation bodies that may have an interest;</li> <li>• The general consultation bodies that the authority consider appropriate;</li> <li>• Residents or other persons carrying on business in the area as considered appropriate; and</li> <li>• Any other stakeholders that you have engaged with in earlier stages on strategic matters and who will be party to your Duty to Co-operate Statement(s) of Common Ground and are relevant parties pursuant to your duty to co-operate</li> </ul>	<p>P&amp;CPA Section 20 and Section 33A</p> <p>T&amp;CP Regulation 18</p> <p>NPPF Para 16, 24-28, and 36</p>	Yes	<p>Details of the consultation carried out during the preparation of the Local Plan is set out in the Consultation Statement, which is available on the Council's website <a href="#">here</a>.</p> <p>The Duty to Co-operate Statement is available on the Council's website <a href="#">here</a>.</p>



	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
27	<p>Have you made sure that the consultation and invitation to make representations:</p> <ul style="list-style-type: none"> <li>• Follows the principles set out in your adopted Statement of Community Involvement;</li> <li>• Integrates any involvement with the Duty to Co-operate Statement(s) of Common Ground; and</li> <li>• Is proportionate to the scale of issues involved in the local plan update.</li> </ul>	<p>P&amp;CPA Section 19(3)</p> <p>NPPF Para 28 and 36</p>	Yes	<p>The Council's Statement of Community Involvement (SCI) can be viewed on the Council's website <a href="#">here</a>.</p> <p>The Duty to Co-operate Statement, the Consultation Statement, and Statements of Common Ground are available on the Council's website <a href="#">here</a>.</p>
28	<p>Have you prepared a draft of your Consultation Statement (a "proposed submission document") that includes a record of:</p> <ul style="list-style-type: none"> <li>• The individuals or bodies invited to make representations;</li> <li>• How this was done;</li> <li>• The main issues raised; and</li> <li>• In preparation of Stage E (and to be completed in Stage E as outline below) how the main issues have been addressed in the local plan update.</li> </ul>	<p>P&amp;CPA Section 19</p> <p>T&amp;CP Regulations 17, 18, 19 and 22</p> <p>NPPF Para 16, 24-28, and 36</p>	Yes	<p>The Consultation Statement is available on the Council's website <a href="#">here</a>.</p>

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
29	<p>Have you consulted on the following emerging documents alongside your first draft plan so that they can be reviewed against representations and policy options and alternatives as they are developed?</p> <ul style="list-style-type: none"> <li>• Sustainability Appraisal; and</li> <li>• Habitats Regulations Screening Assessment (or Habitats Regulations Assessment if one has been developed at this stage)</li> </ul>	<p>P&amp;CPA Section 19 and Section 39</p> <p>The Environmental Assessment of Plans and Programmes Regulations 2004 (as amended)</p> <p>The Conservation of Habitats and Species Regulations 2017 (as amended)</p> <p>The European Directive 2001/42/EC</p> <p>The European Directive 92/43/EEC</p> <p>NPPF Para 33</p>	Yes	<p>The Sustainability Appraisal Scoping Report, Sustainability Appraisal and Habitats Regulations Screening Assessment of the Draft Local Plan were published alongside the Plan in January 2024. These documents and the Consultation Statement are available on the Council's website <a href="#">here</a>.</p>

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
<b>Stage E: Developing the submission version of the local plan update</b>				
30	Have you prepared the Sustainability Appraisal report on any revised draft of the local plan update? Is it clear how the sustainability appraisal has influenced the plan?	P&CPA Section19(5) Regulation 12 of the Environmental Assessment of Plans and Programmes Regulations 2004 No 1633	Yes	The Sustainability Appraisal of the Local Plan Proposed Submission Draft and a non-technical summary are available on the Council's website <a href="#">here</a> .
31	Have you prepared an Appropriate Assessment under the Conservation of Habitats and Species Regulations 2017 [HRA], or evidence to demonstrate that an Appropriate Assessment is not required and confirmation from Natural England that they concur?	The Conservation of Habitats and Species Regulations 2017 (as amended) The European Directive 2001/42/EC The European Directive 92/43/EEC NPPF Para 33	Yes	The Habitats Assessment Screening Assessment is available to view on the Council's website <a href="#">here</a> .
32	Have you updated your Equalities Impact Assessment?	Equality Act 2010	Yes	The Equalities Impact Assessment of the Local Plan Proposed Submission Draft is available on the Council's website <a href="#">here</a> .

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
33	Have you taken account of all of the representations received from all persons in response to the consultation(s) in Stage D (Consulting and engaging on the update to your local plan)? Have you recorded how the main issues have/will be addressed in your draft consultation statement?	T&CPA Regulation 17, 18 and 22	Yes	The Consultation Statement and the Duty to Co-operate Statement are available on the Council's website <a href="#">here</a> .
34	Does your local plan update include a trajectory illustrating the expected rate of housing delivery over the plan period?  Will your local plan update provide for a 5 year supply of deliverable housing sites (incorporating the appropriate buffer) on adoption against the housing requirement.	NPPF paras 11 and 78	Yes	A Housing Trajectory showing expected housing delivery over the plan period is available on the Council's website <a href="#">here</a> .  The Council has prepared a note on Camden's 5 year supply of deliverable housing sites, which is available <a href="#">here</a> .

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
<b>Stage F: Independent examination and adoption</b>				
35	Have you made clear where and within what period representations must be made?	T&CP Regulations 17, 19, 20 and 35	Yes	Where and when representations must be made was made clear on the Council's website, a press notice and in all emails regarding the consultation. The Consultation Statement is available on the Council's website <a href="#">here</a> .

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
36	<p>Have you published on your website and made copies of the following available for inspection:</p> <ul style="list-style-type: none"> <li>the proposed submission documents</li> <li>the statement of the representations procedure</li> <li>statement and details of where and when documents can be inspected</li> </ul> <p>Have you checked you have met all other requirements of your Statement of Community Involvement?</p>	<p>T&amp;CPA Regulations 19 and 35 See PINS <a href="#">Model representation form for Local Plans</a></p>		<p>The submission documents and information on submitting representations and where documents could be inspected were published on the Council's website.</p> <p>Paper copies of the Plan were made available in libraries across the borough.</p> <p>The website, an email sent to all contacts on the Council's local plan consultation database, and a press notice regarding the publication of the Proposed Submission Draft Local Plan all provided information on where and when documents could be inspected. The Consultation Statement is available on the Council's website <a href="#">here</a>.</p> <p>All requirements of the Statement of Community Involvement were met. This can be viewed on the Council's website <a href="#">here</a>.</p>

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
37	<p>Have you sent to each of the specific consultation bodies invited to make representations under Regulation 18(1):</p> <ul style="list-style-type: none"> <li>● A copy of each of the proposed submission documents; and</li> <li>● the statement of the representations procedure</li> </ul>	T&CP Regulation 19(b)	Yes	<p>An email was sent to all contacts on the Council's Local Plan consultation database, which includes relevant consultation bodies, notifying them of the details of the consultation and where the plan could be viewed. Paper copies of the Plan were made available in libraries across the borough. The Consultation Statement is available on the Council's website <a href="#">here</a>.</p>
38	<p>Have you sent to each of the general consultation bodies invited to make representations under Regulation 18(1):</p> <ul style="list-style-type: none"> <li>● the statement of the representations procedure; and</li> <li>● where and when the documents can be inspected</li> </ul>	T&CP Regulation 19(b)	Yes	<p>An email was sent to all contacts on the Council's Local Plan consultation database, which includes relevant consultation bodies, notifying them of the details of the consultation. The Consultation Statement is available on the Council's website <a href="#">here</a>.</p>

	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
39	Have you, on the day of publication, requested the opinion of the Mayor of London (if a London Borough or Mayoral DC) on the general conformity of the local plan update with the spatial development strategy?	P&CPA Section 24 T&CP Regulation 21	Yes	The Council contacted the Mayor of London / GLA on the day the Local Plan Proposed Submission Draft was published. The Mayor of London's response on the Proposed Submission Draft and the Council's General Conformity Topic Paper are available here on the Council's website <a href="#">here</a> . The Council is preparing a Statement of Common Ground with the GLA to address general conformity and the other issues they raised. This will be available on the Council's website <a href="#">here</a> .
<b>Getting ready for submission</b>				
40	Have you collated all of the representations made to the publication draft plan update?	P&CPA Section 20(3) T&CP Regulation 22(1)(d)	Yes	The representations made on the Local Plan Proposed Submission Draft are available on the Council's website <a href="#">here</a> .
41	Have you assembled the relevant supporting documents (documents relevant to the preparation of your plan which normally includes or comprises the evidence base)?	P&CPA Section 20(3) T&CP Regulation 22(1)(e)	Yes	Supporting documents relevant to the preparation of the Local Plan are available on the Council's website <a href="#">here</a> .



	Key questions	Legislation / Policy Source	Y/N	Documents demonstrating compliance
42	<p>Have you prepared a statement setting out:</p> <ul style="list-style-type: none"> <li>• Which bodies and persons were invited to make representations under Regulation 18</li> <li>• How they were invited</li> <li>• A summary of the main issues raised</li> <li>• How the representations have been taken into account</li> </ul>	<p>P&amp;CPA Section 20 (3)</p> <p>T&amp;CP Regulation 22(1)(c)</p>	Yes	The Consultation Statement is available on the Council's website <a href="#">here</a> .
43	<p>Have you prepared a statement giving:</p> <ul style="list-style-type: none"> <li>• the number of representations made under Regulation 20</li> <li>• a summary of the main issues raised</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Stating that no representations were made</li> </ul>	<p>P&amp;CPA Section 20(3)</p> <p>T&amp;CP Regulation 22(1)(c)</p>	Yes	This information is set out in the Council's submission letter to the Planning Inspectorate. This is available on the Council's website <a href="#">here</a> .