# Sheffield Plan Consultation Representation Form 29th May – 11th July 2025

**Please use this form** to provide representations on the Sheffield Local Plan. Sheffield City Council must receive representations by **5pm on 11th July 2025**. Only those representations received by that time have the statutory right to be considered by the inspector at the subsequent examination.

Responses can be submitted via

* the electronic version of the comment form which can be found on the Council’s web site at: [https://haveyoursay.sheffield.gov.uk/sheffield-plan-proposed-additional-site-allocations](https://haveyoursay.sheffield.gov.uk/sheffield-plan-proposed-additional-site-allocations?tool=survey_tool#tool_tab)
* an e-mail attachment: sheffieldplan@sheffield.gov.uk
* post to: **Strategic Planning Team, Planning Service, 5th Floor, Howden House, Sheffield S1 2SH**

Please note:

* Representations must only be made on the basis of the legal compliance, compliance with the Duty to Co-operate and/or soundness of the Plan.

Please read the guidance note, attached or available on the Council’s web page, before you make your representations. The Sheffield Plan: Proposed Additional Site Allocations document and updated supporting submission documents are also available to view and download from the Council’s Local Plan webpage. Hard copies of the Sheffield Plan: Proposed Additional Site Allocations May 2025 document are also available to view in the city’s libraries and Howden House. Supporting documents can be viewed at our main office, Howden House, 1 Union Street, Sheffield S1 2SH

**Data Protection Notice:**

Under the General Data Protection Regulation 2016 (GDPR) and Data Protection Act 2018 (DPA) Sheffield City Council is a Data Controller for the information it holds about you.

**The lawful basis under which the Council uses personal data for this purpose is:**

GDPR Article 6(1)(e) – public task: consultation on council plans and services is part of the statutory duties of the local authority.

**Special Category Data**

Special category data is information of a sensitive nature including race, health, religion and political opinions. More information is available here: [What is special category data? | ICO](https://ico.org.uk/for-organisations/uk-gdpr-guidance-and-resources/lawful-basis/special-category-data/what-is-special-category-data/)

We are not seeking special category data as part of the consultation and ask that you do not include it in your response.

It is likely that some people will include special categories of data in their response to this consultation. This will be retained and processed under:
GDPR Article 9(2)(g): Substantial public interest – statutory and government purposes.

All representations are required to be made public and will be published on the Sheffield Plan Council’s website following this consultation. Your representations and full name/name of your organisation will be published, but other personal information will remain confidential. Your data and comments will be shared with other relevant agencies involved in the preparation of the local plan, including the Planning Inspectorate. Anonymous responses will not be considered.

Your personal data will be held and processed in accordance with the Council’s Privacy Notice which can be viewed at: <https://www.sheffield.gov.uk/utilities/footer-links/privacy-notice>

If you would like the Council to keep you informed about the Sheffield Plan, we need to hold your contact information on file.

Please tick the box below to confirm if you would like to ‘opt in’ to receive information about the Sheffield Plan. Note that choosing to ‘opt in’ will mean that the Council will hold your information for 2 years from the ‘opt in’ date. At this time we will contact you to review if you wish to ‘opt in’ again. You can opt-out at any time by emailing sheffieldplan@sheffield.gov.uk or by calling 0114 2735897.

Please tick/ delete as appropriate:

Please confirm you have understood this documents relating to use of your personal data.

Yes ☒ No ☐

Please tick as appropriate below if you wish to ‘opt in’ and receive updates and information about the Sheffield Plan.

I would like to opt in to receive information about the Sheffield Plan.

Yes ☒ No ☐

Printed Name: ……………………………………………………………

Signature: ……………………………………………………………

Date: …………………………………………………………...

**This form has two parts:**

**Part A - Personal details – need only to complete once.**

**Part B - Your representation(s) - Please fill in a separate sheet for each representation you wish to make.**

### Part A- Personal Details

1. **Personal Details**

Name: ………………………………………………….

Organisation (if applicable): ………………………………………………….

Address: ………………………………………………….

Postcode: ………………………………………………….

Tel: ………………………………………………….

Email: ………………………………………………….

1. **Agent Details (if applicable)**

Agent: ……………………………………………….

Organisation (if applicable): ……………………………………………….

Address: ……………………………………………….

Postcode: ………………………………….……………

Tel: ……………………………………………….

Email: ………………………………………………

### Part B - Your representation

Please use a separate sheet for each representation and return along with a single completed Part A.

Name or Organisation: …………………………………..

1. **To which part of the Sheffield Plan: Proposed Additional Site Allocations document** **does your representation relate?**

A specific proposed Site Allocation - reference: …SES30 (Bramley Lane/ Beaverhill) SES29 (Finchwell/ Handsworth Hall Farm) or Both (?)…BOTH………………………………………..

The Proposed Additional Site Allocations Document – section: ……………………………..

Integrated Impact Assessment (IIA) - section: …………………………………………………

Habitats Regulations Assessment (HRA) – section: ……………………………………………

1. **Do you consider that when including the proposed new site allocations the Sheffield Plan is:**

Tick all that apply, please refer to the guidance note for an explanation of these terms.

**(1) Legally Compliant** Yes ☐

 No ☒

**(2) Sound** Yes ☐

 No ☒

**(3) Complies with the Duty to Cooperate** Yes ☐

 No ☒

1. **Please give details of why you consider the Sheffield Plan is not legally compliant or is unsound or fails to comply with the duty to co-operate. Please be as precise as possible.** If you wish to support the legal compliance or soundness of the Sheffield Plan or its compliance with the duty to co-operate, please also use this box to set out your comments.

| **Feel free to use some of the prompts below - remember to delete what is unnecessary.****🏛️ LEGAL COMPLIANCE ISSUES***"The Sheffield Plan is NOT legally compliant because..."***📬 Consultation Problems - Choose What Applies to You:****Prompt 1:** "I first found out about SES30 development on [DATE] when [HOW YOU FOUND OUT], which was far too late for proper consultation..." *💡 Add: Screenshot of when you found out, mention April 24th late notification***Prompt 2:** "As a resident directly affected by SES30, I never received any [letter/email/leaflet] informing me about this proposal..." *💡 Add: Photo of your address, mention Council's promise of "fair engagement"***Prompt 3:** "I tried to find information about SES30 on the Council website but [DESCRIBE YOUR DIFFICULTY]..." *💡 Add: Screenshot showing how buried the information is***Prompt 4:** "As someone who [doesn't use the internet regularly/has accessibility needs/is elderly], the consultation process excluded me because..." *💡 Add: Describe barriers you faced, mention 1000+ page PDFs***Prompt 5:** "My local [library/community center/school] displayed no information about SES30, meaning many residents like me were not able to access the information easily..." *💡 Add: Photo showing lack of physical notices***📊 Procedural Failures - Choose What Applies:****Prompt 6:** "The plan violates proper procedures because SES30 was added in April 2025 without any Regulation 18 consultation, which means residents were not informed or given adequate time to respond" **Prompt 7:** "The consultation period was inadequate because residents needed time to understand [WHAT YOU STRUGGLED WITH]..." *💡 Add: Specific examples of complex documents you couldn't review properly.***⚖️ SOUNDNESS ISSUES***"The Sheffield Plan is NOT sound because..."***🏠 Not Positively Prepared - Choose Your Experience:****Prompt 8:** "As a resident who uses [SPECIFIC GREEN SPACE/ROUTE], the plan fails to consider alternatives because..." *💡 Add: Photo of your walking route, fitness tracker screenshot, explain daily use***Prompt 9:** "I know of [NUMBER] empty/derelict buildings in [LOCATION] that could house families instead of destroying our Green Belt..." *💡 Add: Photos of specific brownfield sites, reference 96 undeveloped brownfield sites***Prompt 10:** "Having lived in S13 for [TIME PERIOD], I've witnessed [DESCRIBE RECENT DEVELOPMENT] and this additional burden is unfair because..." *💡 Add: Reference Waverley, Gateway Estate, cumulative impact***🎯 Not Justified - Choose Your Evidence:****Prompt 11:** "The plan cannot be justified because my daily experience of getting a GP appointment shows [DESCRIBE YOUR STRUGGLE]..." 💡 Add: Screenshot of booking page showing no appointments. Reference that only 9% of people in Handsworth can see their preferred GP (compared to 40% elsewhere - according to NHS Patient Survey (2024))**Prompt 12:** "As a parent/grandparent, I know [SCHOOL NAME] is already overcrowded because [YOUR EXPERIENCE]..." *💡 Add: Reference Athelstan/Ballifield oversubscribed list, school pickup photos***Prompt 13:** "I regularly travel along [ROAD NAME] and can confirm that traffic is already [DESCRIBE CURRENT PROBLEMS]..." *💡 Add: Photos of congestion, time your journey, reference 37% increase projection***❌ Not Effective - Choose Your Local Knowledge:****Prompt 14:** "The infrastructure plans are unrealistic because I already experience a lot of traffic jams, and congestion during my morning commute…[Add photos or time it takes you to travel during rush hour]**Prompt 15:** "Having experienced local flooding [WHEN/WHERE], I can confirm SES30 will make drainage worse because..." *💡 Add: Photos of flooding, reference Strategic Flood Risk Assessment***Prompt 16:** "The air quality in S13 is already poor - I notice [PERSONAL HEALTH IMPACTS/OBSERVATIONS] and adding 868 homes will..." *💡 Add: Reference 15% above national NO2 limits, photos of traffic pollution***🏛️ Not Consistent with National Policy - Choose Your Angle:****Prompt 17:** "The plan ignores national Green Belt policy because our area serves the Green Belt purpose of [CHOOSE: protecting countryside / vital area that provides an escape from the poor air quality] as I can see from..." *💡 Add: Photos showing Green Belt function, reference 13-14/20 scoring***Prompt 18:** "National policy requires brownfield first, but I can point to [SPECIFIC BROWNFIELD SITES] that remain undeveloped while our Green Belt is targeted..." *💡 Add: Photos of specific brownfield sites, reference 89% brownfield delivery success***🤝 DUTY TO COOPERATE ISSUES***"The Plan fails the duty to cooperate because..."***🗺️ Regional Cooperation Failures - Choose Your Perspective:****Prompt 19:** "As someone who [shops/works/travels] between Sheffield and Rotherham, I know that Waverley development shows cooperation is possible, so why wasn't this considered for..." *💡 Add: Reference to Rotherham housing capacity, duty to cooperate requirements***Prompt 20:** "The 44% concentration of Green Belt loss in east Sheffield suggests the Council failed to work with neighboring authorities because..." *💡 Add: Map showing uneven distribution, reference duty to cooperate obligation***Prompt 21:** "I work in [NEIGHBORING AREA] and know there are development opportunities there, so the failure to cooperate means..." *💡 Add: Your knowledge of other area's capacity, reference housing need distribution***🌱 PERSONAL IMPACT PROMPTS***Use these to explain why this matters to YOU:***🚶‍♀️ Daily Life Impact - Complete Your Story:****Prompt 22:** "I use the SES30 site for [daily walks/dog walking/family time/mental health] and losing this space would affect my [health/wellbeing/routine] because..." *💡 Add: Photos of you using the space, reference mental health statistics***Prompt 23:** "As someone from [YOUR COMMUNITY BACKGROUND], these green spaces are important to my family because..." *💡 Add: Reference 34% ethnic minority residents rely on green spaces***Prompt 24:** "My children/grandchildren [PLAY/LEARN/EXPLORE] in this area and 868 new homes would change their childhood because..." *💡 Add: Photos of children using the space, family stories***🏘️ Community Knowledge - Share What You Know:****Prompt 25:** "Having lived here for [TIME], I've noticed that wildlife [DESCRIBE WHAT YOU'VE SEEN] and this development would destroy..." *💡 Add: Photos of wildlife, reference 14 wildlife corridors to be severed***Prompt 26:** "I remember when [DESCRIBE PAST CHANGES/DEVELOPMENT] and this proposal feels different because..." *💡 Add: Your historical knowledge, photos showing changes over time***Prompt 27:** "As a [YOUR PROFESSION/ROLE], I can see that this development overlooks [YOUR PROFESSIONAL/PERSONAL EXPERTISE]..." *💡 Add: Your specific knowledge, relevant qualifications/experience* |
| --- |

 **Continue on a separate sheet if necessary**

1. **Please set out the modification(s) you consider necessary to make the Sheffield Plan legally compliant and sound, in respect of any legal compliance or soundness matters you have identified in Question 5 above.**

I believe the Council should remove Site SES30 (land between Bramley Lane and Beaver Hill Road) from the Sheffield Local Plan. This site is not suitable because:

It was added at the last minute with no earlier consultation.

There are major unresolved issues with traffic, GP access, and flood risk.

It causes an unfair amount of Green Belt loss in one area of the city.

The community was not given clear or accessible opportunities to comment.

If the Council insists on keeping SES30 in the plan, it must hold a new round of public consultation specifically focused on this site, including:

Simple, paper-based summaries for residents.

Clear answers about health, schools, flooding, and transport.

Proper collaboration with health, education, and transport providers.

Accessible consultation events where questions are answered in the style of a public meeting so all information is shared to all residents

Accessible information for digitally excluded residents

(Pleasenote that non-compliance with the duty to co-operate is incapable of modification at examination). You will need to say why each modification will make the Sheffield 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 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 they identify for examination.**

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

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

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

*The Inspector only invites people to hearings if they believe the person has something unique or useful to contribute to the specific matters being examined. This means:*

*Residents who repeat similar concerns may not be invited to speak individually.*

*The Inspector may group participants or select representatives to speak on behalf of wider views.*

*Highlight your* ***detailed knowledge****, role in* ***community organisation****, and* ***expertise*** *in the evidence. OR “I would like to attend the hearing, but I also support XXX speaking on behalf of local residents.”*

**I support “The Hands Off S13 Greenbelt” group speaking on behalf of local residents.**

1. **If you wish to participate in the hearing session(s), please outline why you consider this to be necessary. Please avoid sharing personal information.**

**Please note** that the inspector will make the final decision as to who is necessary to participate in hearing sessions, and to which hearing session(s) they should attend, and they will determine the most appropriate procedure to adopt to hear those who wish to participate at the examination hearings.