

North East Lincolnshire

Pre-Submission Draft

Local Plan

Statement of Representations

**Procedure, Document availability
and Privacy statement**

September 2026

Statement of representations, document availability and privacy statement

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Section 1 Statement of Representation

- 1.0.1** This statement has been prepared by North East Lincolnshire Council (the Council) pursuant to the Town and Country Planning (Local Planning) (England) Regulations 2012 (regulations 19, 20 and 35) as amended.

1.1 Title of document(s)

- 1.1.1** We are seeking representations of the following documents as part of the Regulation 19 consultation:
- North East Lincolnshire Pre-Submission Draft Local Plan 2025 to 2043.
 - Sustainability Appraisal Assessment.
 - Habitats Regulations Assessment Report.

1.2 Subject matter

- 1.2.1** The Pre-Submission Draft Local Plan provides an introduction, background and context to the Borough and the vision and objectives for North East Lincolnshire. It also contains detailed planning policies (strategic and non-strategic) and supplementary appendices, which will be used for determining development proposals.
- 1.2.2** The Plan also details the site allocations (including site specific requirements), supporting the delivery of the planning policies through site allocations to meet the Borough's need for housing, employment, education, retail, open space and other infrastructure.
- 1.2.3** The Local Plan, Sustainability Appraisal, Habitats Regulations Assessment Report, Policies Map, and supporting documents are being made available for public inspection to provide any individual, organisation, or business the opportunity to make representations for the consideration of an independent Planning Inspector. This Statement of Representations Procedure will also be available for inspection.
- 1.2.4** Once adopted the new Local Plan will replace the current North East Lincolnshire Local Plan 2013 to 2032, which was adopted in March 2018.

Section 2 Document availability, consultation and making a representation

2.1 Statement of fact

- 2.1.1** The North East Lincolnshire Pre-Submission Draft Local Plan 2026 to 2043, Sustainability Appraisal, Habitats Regulations Assessment Report, Policies Map, evidence base and other supporting documents can be viewed online at: <https://www.nelincs.gov.uk/planning-and-building-control/planning-policy/local-plan-review/>
- 2.1.2** Paper copies of the North East Lincolnshire Pre-Submission Draft Local Plan 2026 to 2043 are available for inspection at the following locations during their normal opening hours¹:
- North East Lincolnshire Council main office, Town Hall Square, Grimsby, DN31 1HU.
 - All the Lincs Inspire libraries (Cleethorpes, Immingham, Waltham, temporary library in Grimsby, opening hours <https://lincsinspire.com/libraries-archives/branches/>).
 - The Gingerbread House, Community Hub, Church Lane, Humberston, DN36 4HZ.
 - Scartho Community Hub, St Giles Lane, Grimsby, DN33 2HB.

2.2 Consultation period

Statement 1

Consultation period

The consultation and period for submission of ALL representations runs for six weeks and begins on **Wednesday 30 September 2026 and ends at 23:59 on Thursday 12 November 2026.**

- 2.2.1** All representations must be submitted and received by the Council during this time. Please note that only representations received by the closing date must be considered by the Planning Inspector at the Examination. Late representations may not be considered.

2.3 What to consider when making a representation

- 2.3.1** The role of this consultation is to provide the opportunity for representations to be made on the 'soundness' and legal compliance of the plan before it is submitted for Examination.
- 2.3.2** When making representations on the documents (listed in 1.1 Title of document(s) above), the following questions should be considered:

¹ Please check with the venues to confirm there opening times before travelling

- Is the plan legally compliant?
 - Does the plan comply with the relevant legislation and regulations in the way it has been prepared, and its content?
- Is the plan 'sound'?
 - Has the plan been 'positively prepared'?
 - Is it robustly justified and evidence-led?
 - Will it be effective in what it sets out to achieve?
 - Is it consistent with national planning policy?

2.4 How to submit your representation

2.4.1 You can submit your representations in writing through our consultation portal <https://nelincs-consult.objective.co.uk/kse/>.

2.4.2 You can also email or write to us directly at the following addresses:

2.4.3 Email: spatialplanning@nelincs.gov.uk

2.4.4 Write to: Spatial Planning, North East Lincolnshire Council, Town Hall Square, Grimsby, DN31 1HU.

2.4.5 If emailing or writing to us please include the following information;

- Your full name and address (and email address).
- Clearly state which document and part of that document you are commenting on (for example, section or policy number).
- Whether you think the Local Plan is sound or not.
- Whether you think the Local Plan is legally compliant or not.
- How the Local Plan should be changed to make it sound or legally compliant.

2.4.6 You can also download and complete a copy of the response form from our webpage (<https://www.nelincs.gov.uk/planning-and-building-control/planning-policy/>) and either email or post it to us at the addresses provided above.

Statement 2

Please note:

Do not include any personal information in your representation as your name and representation will be published on the Council's consultation portal. Whilst officers will endeavour to redact any personal information due to the volume of anticipated responses we cannot guarantee that we will identify every detail.

2.5 Notification of next stages

- 2.5.1** You can state when making your representation if you wish to appear at a hearing session of the public Examination. The Inspector will determine the most appropriate procedure to adopt to hear those who have indicated that they wish to participate at the oral part of the examination. However, it will be for the Planning Inspector (from the Planning Inspectorate) to decide who attends hearing sessions.
- 2.5.2** Written representations will carry the same weight as those presented orally. Members of the public will be able to attend the hearing sessions to observe the proceedings.
- 2.5.3** If you would like your email address to be added to the Local Plan consultation database so that you are notified of future Local Plan consultations or major updates, please complete the 'Register' form at the top right of our consultation portal homepage <https://nelincs-consult.objective.co.uk/kse/>.
- 2.5.4** You can also request inclusion on our consultation database by emailing spatialplanning@nelincs.gov.uk including your full name, address and email address.

2.6 Privacy statement

Anonymous representations

- 2.6.1** We are unable to accept anonymous representations to this consultation. Please ensure you include your full name and address.
- 2.6.2** North East Lincolnshire Council will use your information in the preparation of the Local Plan. Your response, including your name and address (and email address, where provided) will be shared with the Government and the Planning Inspectorate.
- 2.6.3** A copy of all representations received will be made available to the Planning Inspectorate and Secretary of State in line with the Regulations 20, 22 and 35 (The Town and Country Planning (Local Planning) (England) Regulations 2012, as amended). This includes the publication of your name and responses on the Council's Consultation Portal (<https://nelincs-consult.objective.co.uk/kse/>).

AI-Assisted Analysis of Local Plan Consultation Responses

- 2.6.4** North East Lincolnshire Council uses AI-assisted tools provided by Objective Corporation Ltd to help analyse consultation responses received as part of the Local Plan process. These tools are used to identify common themes, group similar comments, and prepare draft summaries of consultation feedback.
- 2.6.5** The AI tool does not make decisions about individuals, determine planning policy, or decide the outcome of the Local Plan. All outputs generated by the AI system are reviewed and approved by Council officers before being used in reports, recommendations, consultation feedback summaries, or published documents. Original consultation responses remain available to officers at all times and are the authoritative record of representations received.

- 2.6.6** To provide this service, personal data contained within consultation responses may be processed. This may include names, contact details, organisational information and any other personal information voluntarily included in a response.
- 2.6.7** In some cases, respondents may provide special category or sensitive personal data, which may also be processed where necessary as part of the analysis. This processing will be limited to redaction only.
- 2.6.8** The Council is the Data Controller for this processing. Objective Corporation Ltd acts as a Data Processor on behalf of the Council under a Data Processing Agreement that meets the requirements of Article 28 UK GDPR. The processor does not use any sub-processors.
- 2.6.9** Consultation responses and related analysis will be retained for a period of up to 10 years or until the next Local Plan is adopted, whichever is the earliest, to allow for Local Planning functions to be carried out.

Statement 3

Please note:

Personal data is only processed and stored within the UK.

- 2.6.10** Individuals have the right to request access to their personal data, request correction of inaccurate information, and raise concerns if they believe an AI-generated summary does not accurately reflect their consultation response. Requests should be made using the contact details below.
- 2.6.11** For further information about how your data is used, or to exercise your data protection rights, please contact the Council's Data Protection Officer:
- 2.6.12** Data Protection Officer
North East Lincolnshire Council,
Email: transparency@nelincs.gov.uk
Telephone: 01472 326426
- 2.6.13** For further guidance on how the Council processes data is available on the Council's website at: <https://www.nelincs.gov.uk/your-council/data-protection-and-privacy/>.
- 2.6.14** You also have the right to complain to the Information Commissioner's Office (ICO) if you are dissatisfied with how your personal data has been handled. Details are available at: <https://ico.org.uk/>.

Planning Inspectorate privacy notice

- 2.6.15** As all the representations receive will be shared with the Planning Inspectorate as part of the Examination a link to their Customer Privacy Notice webpage has also been included: <https://www.gov.uk/government/publications/planning-inspectorate-privacy-notices/customer-privacy-notice>.

Section 3 Contact for more information

3.0.1 For further information, please contact the Spatial Planning Team:

- Email: spatialplanning@nelincs.gov.uk
- Address: Spatial Planning, Municipal Offices, Town Hall Square, Grimsby, North East Lincolnshire, DN31 1HU.

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