

## SDNPA Neighbourhood Plan Submission Checklist

STAGE	DESCRIPTION	✓ / X	RELEVANT LEGISLATION & REGULATIONS	COMMENTS
1. Receipt of draft NDP by SDNPA	<p>The draft plan includes:</p> <p>a. a map or statement identifying the area to which the plan relates</p> <p>b. the consultation statement – which contains details of those consulted, how they were consulted, summarises the main issues and concerns raised and how these have been considered, and where relevant addressed in the proposed NDP</p> <p>c. the proposed NDP</p> <p>d. a statement explaining how the NDP meets the 'basic conditions'</p> <p>e. where appropriate, the information to enable appropriate environmental assessments if required or where it has been determined that a plan proposal is unlikely to have significant environmental effects, a statement of reasons for the determination.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>Regulation 15</p> <p>Para 8 Schedule 4B to the 1990 Act</p> <p>The Conservation of Habitats and Species Regulations 2010 as amended by Schedule 2 of the Neighbourhood Planning (General Regulations) 2012. i.e. Regs 102 &amp; 102A</p>	<p>Map of neighbourhood area is at Appendix 2 page 154</p> <p>Consultation Statement submitted setting out who and how people were consulted. A summary of main issues raised is included as well as what changes have been made in response to the consultation.</p> <p>A Sustainability Appraisal (incorporating Strategic Environmental Assessment) has been prepared and submitted alongside the NDP.</p>
2. SDNPA assessment of the proposed neighbourhood plan	<p>a. Is it a repeat plan proposal?</p> <p>b. Is the parish / town council authorised to act?</p> <p>c. Do the proposal and accompanying documents;</p> <ul style="list-style-type: none"> <li>• comply with the rules for submission to the</li> </ul>	<p>X</p> <p>✓</p> <p>✓</p>	<p>1990 Act Schedule 4B para 5 &amp; Regulation 18</p> <p>38 A and B</p>	<p>The Town Council is the qualifying body and the town council formally agreed to submit the NDP to the SDNPA at a council meeting on 29<sup>th</sup> March 2018.</p> <p>The NDP contains a series of planning policies suitable for the assessment of applications for</p>

STAGE	DESCRIPTION	✓ / X	RELEVANT LEGISLATION & REGULATIONS	COMMENTS
	<p>LPA (1a-e)</p> <ul style="list-style-type: none"> <li>• meet the 'definition of a NDP'</li> <li>• meet the 'scope of NDP provisions'</li> </ul> <p>Definition of a NDP = "is a plan which sets out policies (however expressed) in relation to the development and use of land in the whole or any part of a particular neighbourhood area specified in the plan."</p> <p>Scope of NDP provisions =</p> <ul style="list-style-type: none"> <li>• The NDP must specify the period for which it is to have effect</li> <li>• It cannot include provision about development that is 'excluded development'<sup>1</sup></li> <li>• It cannot relate to more than one neighbourhood area or repeat an existing planning permission</li> </ul> <p>d. Has the parish / town council undertaken the correct procedure in relation to consultation and publication.</p>	✓	<p>2004 Planning &amp; Compulsory Purchase Act as amended by the Localism act Section 38 A (2)</p> <p>2004 Act Section 38B (1 &amp; 2) (4)</p>	<p>development and use of land in the neighbourhood area.</p> <p>The NDP doesn't include provisions about 'excluded development'</p> <p>The NDP relates only to the Lewes Neighbourhood Area.</p> <p>The qualifying body has undertaken consultation in line with the regulations. In accordance with Regulation 14 of the Neighbourhood Planning (General) Regulations 2012 a statutory consultation took place on the Pre-Submission Draft of the Lewes Neighbourhood Plan between 8<sup>th</sup> May and 21<sup>st</sup> June 2017. Statutory consultees were notified of the consultation. The consultation was also publicised to the local community through a drop in events held at the Town Hall, Lewes on 25<sup>th</sup> and 26<sup>th</sup> May 2017. An online survey was also made available and the consultation was publicised through social media &amp; leaflets distributed throughout the town. Banners were also put up locally and the consultation was publicised through press releases.</p>

<sup>1</sup> 'Excluded development' = County matter i.e. relating to minerals, Any operation or class of operation relating to waste development, development that falls within Annex 1 to Council Directive 85/337/EEC i.e. Oil refineries, power stations, radioactive waste disposal, iron and steel smelting, asbestos operations, chemical installations, motorways, airports, ports and toxic and dangerous waste disposal. Development consisting wholly or partly of a national infrastructure project

STAGE	DESCRIPTION	✓ / X	RELEVANT LEGISLATION & REGULATIONS	COMMENTS
3. Notification of the NPA's decision	<p>The NPA must notify the parish / town council whether or not they are satisfied that the proposal complies with the criteria for a neighbourhood plan.</p> <p>Where it is not satisfied the NPA can refuse and must notify them of the reasons.</p> <p>It must also publicise its decision in a 'decision statement'</p>	✓		Town Council notified by email.
4. Publicising the NDP proposal	<p>SDNPA is required to publicise on its website:</p> <ul style="list-style-type: none"> <li>a. the details of the plan,</li> <li>b. where and when it can be inspected</li> <li>c. how to make representations on the plan proposals</li> <li>d. that a representation can include a request to be notified of the LPA decision on the plan proposal, and</li> <li>e. the deadline for receipt of representations</li> </ul> <p>The NPA is required to notify the bodies referred to in the consultation statement that the plan has been received as soon as possible.</p>	✓	Regulation 16	<p>Details available at :</p> <p><a href="https://www.southdowns.gov.uk/planning/planning-policy/neighbourhood-planning/neighbourhood-development-plans/lewes-neighbourhood-plan/">https://www.southdowns.gov.uk/planning/planning-policy/neighbourhood-planning/neighbourhood-development-plans/lewes-neighbourhood-plan/</a></p>
5. Appointment of examiner	The NPA appoints an independent examiner with the consent of the parish / town council submitted the plan.	✓	1990 Act Schedule 4B para 6	To be appointed during the consultation period