SDNPA Neighbourhood Plan Submission Checklist Amberley Neighbourhood Development Plan (ANDP) Submitted 4th August 2016

STAGE	DESCRIPTION	✓ / X	RELEVANT LEGISLATION & REGULATIONS	COMMENTS
I. Receipt of draft	The draft plan includes:		Regulation 15	
NDP by SDNPA	a. a map or statement identifying the area to which the plan relates 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 c. the proposed NDP d. a statement explaining how the NDP meets the 'basic conditions' 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.	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	The Conservation of Habitats and Species Regulations 2010 as amended by Schedule 2 of	Map of Neighbourhood area on Page 7 of the ANDP. A Consultation Statement has been submitted which contains a concise account of the consultation events carried out prior to the regulation 14 consultation. Details of the different techniques used are provided, including bespoke meetings for individual community groups and organisations, a survey distributed to all households in the parish and a consultation week held in November 2015. A summary of the issues raised at all stages is included throughout the consultation statement. A summary of the regulation 14 consultation is set out at Page 10 of the consultation statement. Appendix 4 to the Consultation Statement sets out the Regulation 14 Pre Submission comments and Amberley Parish Councils response to those comments. A Basic Conditions Statement has been submitted providing details of how the ANDP is considered to meet the legal tests for NDPs. SDNPA determined that ANDP is unlikely to have significant environmental effects and has provided reasons for not therefore requiring an SEA

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			the Neighbourhood Planning (General Regulations) 2012. i.e. Regs 102 & 102A	
2. SDNPA assessment of the proposed neighbourh ood plan	 a. Is it a repeat plan proposal? b. Is the parish / town council authorised to act? c. Do the proposal and accompanying documents; comply with the rules for submission to the LPA (Ia-e) meet the 'definition of a NDP' meet the 'scope of NDP provisions' 	X ✓	1990 Act Schedule 4B para 5 & Regulation 18 38 A and B	This is the first NDP proposal to be submitted for Amberley Neighbourhood Area. Amberley Parish Council was established as the Qualifying Body, responsible for the preparation of the ANDP when the Neighbourhood Area was designated on 5 March 2015 The ANDP contains 29 planning policies dealing with land use matters.
	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."	✓	2004 Planning & Compulsory Purchase Act as amended by the Localism act Section 38 A (2)	The time period for the ANDP is 16 years – 2016 - 2032, as stated on the front cover. The ANDP does not include policies on excluded development.
	Scope of NDP provisions = • The NDP must specify the period for which	✓	2004 Act Section 38B (1& 2) (4)	The ANDP contains policies which only relate to the Amberley Neighbourhood Area.

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	it is to have effect It cannot include provision about development that is 'excluded development' It cannot relate to more than one neighbourhood area or repeat an existing planning permission d. Has the parish / town council undertaken the correct procedure in relation to consultation and publication.	✓ ✓ ✓ ✓ ✓		Amberley Parish Council has undertaken consultation on the ANDP in accordance with the Neighbourhood Planning (General) Regulations 2012, specifically Regulation 14 – presubmission consultation and publicity. Page 10 of the Consultation Statement sets out details of the pre-submission consultation which was undertaken from 19th March -15th May 2016. During this time the draft ANDP was made available via the Parish Council website. Copies of the plan were placed in different parts of the community for people to review. A copy of the draft plan was also sent to SDNPA and other consultation bodies as set out in the Consultation Statement
3. Notificatio n of the NPA's	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.	✓		Confirmation sent 30 August 2016
decision	Where it is not satisfied the NPA can refuse and must notify them of the reasons.			N/A
	It must also publicise it's decision in a 'decision statement'	✓		Published at www.southdowns.gov.uk/AmberleyNDP
4. Publicising	SDNPA is required to publicise on its website:	✓	Regulation 16	Published at www.southdowns.gov.uk/AmberleyNDP

¹ '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

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the NDP	a. the details of the plan,			
proposal	b. where and when it can be inspected c. how to make representations on the plan proposals d. that a representation can include a request to be notified of the LPA decision on the plan proposal, and e. the deadline for receipt of representations			
	The NPA is required to notify the bodies referred to in the consultation statement that the plan has been received as soon as possible.	✓		Notification sent 6 September (via email)
5. Appointme nt of examiner	The NPA appoints an independent examiner with the consent of the parish / town council		1990 Act Schedule 4B para 6	To be appointed