

**SDNPA Neighbourhood Plan Submission Checklist**  
**Liss Neighbourhood Development Plan (LNDP)**  
Submitted 28 November 2016

STAGE	DESCRIPTION	✓ / X	RELEVANT LEGISLATION & REGULATIONS	COMMENTS
I. 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>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>Regulation 15</p> <p>Para 8 Schedule 4B to the 1990 Act</p>	<p>Map of Neighbourhood area can be seen at Appendix 6 (Policies map) on page 95.</p> <p>A Consultation Statement has been submitted to support the Liss NDP. The Consultation Statement describes the consultation process which has been used to develop the LNDP. The statement also describes the consultation events and different methods of communication used by the LNDP group to ensure the LNDP reflects the views of the wider community. Table 2 of the Consultation Statement sets out a summary of the comments received on the Pre Submission consultation (Regulation 14) and the subsequent modifications made by the LNDP group. The statement also describes all the community consultation events used by the LNDP group, including public exhibitions held in July and September 2014, October 2015 and January 2016. A summary of the regulation 14 consultation is set out at Page 5 of the consultation statement. The Consultation Statement includes a number of appendices which provide a record of public consultations, events and communications.</p> <p>A Basic Conditions Statement has been submitted providing details of how the LNDP is considered to meet the legal tests for NDPs. The Basic Conditions Statement describes how the</p>

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	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 the Neighbourhood Planning (General Regulations) 2012. i.e. Regs 102 & 102A	<p>LNDP meets the four basic conditions with a description on conformity provided for each individual test. An appendix to the Basic Conditions Statement provides more detail as to how each LNDP policy conforms to National Policy, the strategic policies of the development plan and how the policies contribute to the achievement of sustainable development.</p> <p>A combined SA / SEA has been undertaken in line with EU Directive 2001/42/EC (Strategic Environmental Assessment (SEA)).</p> <p>A Strategic Environmental Assessment has been undertaken alongside the preparation of the LNDP. The SEA Report has been submitted with the Submission version of the LNDP. The SEA was also included in the Regulation 14 (Pre Submission consultation). Amendments to the Environmental Report following the Regulation 14 consultation are shown in Blue underlined text in the Final Environmental Report.</p> <p>Natural England were consulted as part of the scoping of the SEA and a Habitats Regulation Assessment has also been submitted to support the LNDP</p>

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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 LPA (1a-e)</li> <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</li> </ul>	<p>X</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>1990 Act Schedule 4B para 5 &amp; Regulation 18</p> <p>38 A and B</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>This is the first NDP proposal to be submitted for Liss Neighbourhood Area.</p> <p>Liss Parish Council was established as the Qualifying Body, responsible for the preparation of the LNDP when the Neighbourhood Area was designated on 14 August 2014.</p> <p>The LNDP contains 20 planning policies which are in relation to the development use of land.</p> <p>The time period for the LNDP is 17 years – 2011 – 2028, as stated on the front cover of the LNDP</p> <p>The LNDP does not include policies on excluded development.</p> <p>The LNDP contains policies which only relate to the Liss Neighbourhood Area.</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

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	<p>neighbourhood area or repeat an existing planning permission</p> <p>d. Has the parish / town council undertaken the correct procedure in relation to consultation and publication.</p>	✓		<p>Liss Parish Council has undertaken an extensive programme of consultation on the LNDP in accordance with the Neighbourhood Planning (General) Regulations 2012. The Qualifying body have exceeded the requirement set out by legislation in relation to public consultation. The Consultation Statement which was submitted with the Neighbourhood Plan describes the consultation process which has been used to develop the LNDP. The statement also describes the consultation events and different methods of communication used by the LNDP group to ensure the LNDP reflects the views of the wider community. Table 2 of the Consultation Statement sets out a summary of the comments received on the Pre Submission consultation (Regulation 14) and the subsequent modifications made by the LNDP group. The statement also describes all the community consultation events used by the LNDP group, including public exhibitions held in July and September 2014, October 2015 and January 2016. A summary of the regulation 14 consultation is set out at Page 5 of the consultation statement. The Consultation Statement includes a number of appendices which provide a record of public consultations, events and communications.</p>
3. Notificatio n 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>	<p>✓</p> <p>✓</p>		<p>Confirmation sent 9 December 2016</p> <p>N/A</p> <p>Published Submission checklist at  <a href="https://www.southdowns.gov.uk/planning/planning-policy/neighbourhood-planning/neighbourhood-development-">https://www.southdowns.gov.uk/planning/planning-policy/neighbourhood-planning/neighbourhood-development-</a> </p>

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				<a href="#">plans/liss-neighbourhood-plan/</a>
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>	<p>✓</p> <p>✓</p>	Regulation 16	<p>Published at <a href="https://www.southdowns.gov.uk/planning/planning-policy/neighbourhood-planning/neighbourhood-development-plans/liss-neighbourhood-plan/%20">https://www.southdowns.gov.uk/planning/planning-policy/neighbourhood-planning/neighbourhood-development-plans/liss-neighbourhood-plan/%20</a> on 16 December 2016</p> <p>Notification sent 16 December 2016 (via email)</p>
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