

## SDNPA Neighbourhood Plan Submission Checklist Ditchling, Westmeston & Streat (DWS) NDP

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>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 1 – Plan Area (pg 2)</p> <p>Public &amp; Agency engagement programme submitted alongside submission NDP.</p> <p>Basic Conditions Statement submitted alongside submission NDP.</p> <p>The SDNPA provided its formal response on 13 August 2014, stating that an SEA was not required.</p>
2. SDNPA assessment of the	a. Is it a repeat plan proposal?	X	1990 Act Schedule 4B para 5 &	Ditchling, Westmeston and Streat Parish Councils – the ‘qualifying body’

STAGE	DESCRIPTION	✓ / X	RELEVANT LEGISLATION & REGULATIONS	COMMENTS
proposed neighbourhood plan	<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 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>✓</p> <p>✓</p> <p>✓</p>	<p>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>resolved to submit the DWS NDP at their respective Parish Council meetings held on 22/05/2017, 18/05/2017 and 10/01/2017.</p> <p>The DWS NDP meets the definition of a NDP – it contains policies on the use and development of land.</p> <p>The DWS NDP covers the period up to 2032.</p> <p>The DWS NDP does not include policies on 'excluded development'.</p> <p>The DWS NDP relates to only DWS neighbourhood area which includes the parishes of Ditchling, Westmeston and Streat.</p> <p>The Statement of Public &amp; Agency engagement sets out the consultation undertaken by DWS Parish Council.</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
				The Parish Councils have undertaken extensive engagement and consultation going well beyond the minimum requirements set out in Regulations. This has included multiple public events, a household questionnaire, focus groups, and publicity through a NDP website. The Parish Councils undertook the formal Reg 14 pre-submission consultation in line with the regulations in March – April 2016, followed by a second Reg 14 consultation focusing on sites and Local Green Spaces in Dec-Jan 2017. The statutory consultees consulted are listed in the Statement of Public & Agency engagement on page 34.
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>	✓		Receipt of submission documents confirmed and details of Reg 16 consultation sent to Neighbourhood Planning Group.
4. Publicising the NDP proposal	SDNPA is required to publicise on its website:	✓	Regulation 16	Details published on website at <a href="http://www.southdowns.gov.uk/ditchling-ndp">www.southdowns.gov.uk/ditchling-ndp</a>

STAGE	DESCRIPTION	✓ / X	RELEVANT LEGISLATION & REGULATIONS	COMMENTS
	<p>a. the details of the plan, 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</p> <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>			
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	Examiner appointment to be made during the consultation period.