

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 & 102A</p>	<p>Map showing the Neighbourhood Area on page 4 and accompanying Stedham with Iping NDP Map.</p> <p>Consultation Statement submitted with Submission documents. Includes details of consultation activities undertaken as well as a summary of the main issues & concerns raised during the Reg 14 pre-submission consultation.</p> <p>Basic Conditions Statement submitted.</p> <p>Strategic Environmental Assessment and Habitats Regulations Assessment screened out by SDNPA.</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"> • comply with the rules for submission to the LPA (1a-e) 	<p>X</p> <p>✓</p> <p>✓</p>	<p>1990 Act Schedule 4B para 5 & Regulation 18</p> <p>38 A and B</p>	<p>The Parish Council is the qualifying body. At a Parish Council meeting on 21 November 2018 it was formally agreed to submit the NDP to the SDNPA.</p> <p>The NDP contains a series of planning policies suitable for the assessment of applications for development and use of</p>

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	<ul style="list-style-type: none"> • meet the 'definition of a NDP' • meet the 'scope of NDP provisions' <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"> • The NDP must specify the period for which it is to have effect • It cannot include provision about development that is 'excluded development'¹ • It cannot relate to more than one neighbourhood area or repeat an existing planning permission <p>d. Has the parish / town council undertaken the correct procedure in relation to consultation and publication.</p>	<p>✓</p> <p>✓</p>	<p>2004 Planning & Compulsory Purchase Act as amended by the Localism act Section 38 A (2)</p> <p>2004 Act Section 38B (1& 2) (4)</p>	<p>land in the neighbourhood area.</p> <p>The NDP doesn't include provisions about 'excluded development'</p> <p>The NDP relates only to the Stedham with Iping 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 Stedham with Iping Neighbourhood Plan between 5 April and 17 May 2018. Statutory consultees were notified of the consultation.</p>
3. Notification of the NPA's decision	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.	✓		Parish Council notified by email.

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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	<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>			
4. Publicising the NDP proposal	<p>SDNPA is required to publicise on its website:</p> <ul style="list-style-type: none"> 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>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: www.southdowns.gov.uk/planning/planning-policy/neighbourhood-planning/neighbourhood-development-plans/stedham-with-iping-neighbourhood-plan</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