

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>X</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 of designated neighbourhood area is shown in Part 2, page 10.</p> <p>Consultation on the FNP Update has consisted of: Public Meeting (April 2017), Sites consultation event & survey (August 2017), 2nd Sites survey (December 2017), Reg 14 Pre-submission consultation June 2018. Para. 6.8-6.10 of the Consultation Statement sets out how the Reg 14 consultation was undertaken. Section 7 sets out the main issues arising from the Reg 14 consultation. Section 8 sets out how the main issues have been considered.</p> <p>SDNPA Screening Opinion as to whether SEA and/or HRA are required issued on 11 April 2018.</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>		1990 Act Schedule 4B para 5 & Regulation 18	The submission plan proposal consists of three parts; Part 1 – new and amended policies; Part 2 – retained parts of the 2016 FNP; and Part 3 – retained parts of 2016 FNP Community Aspirations.

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	<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) • 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>38 A and B</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>The Parish Council is the qualifying body and the Parish Council formally agreed to submit the NDP Update at a council meeting on 4th March 2019.</p> <p>The NDP Update I contains a series of site allocations and a Local Gap policy which are suitable for the use in the assessment of applications for development and use of land in the neighbourhood area.</p> <p>The NDP Update I states that it covers the period 2019-2035</p> <p>The NDP Update I does not include provisions about 'excluded development'.</p> <p>The NDP Update I relates only to the Findon Neighbourhood Area which was designated by the SDNPA on 13 September 2012.</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</p>

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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	d. Has the parish / town council undertaken the correct procedure in relation to consultation and publication...			statutory consultation took place on the Pre-Submission Draft of the Findon NDP Update I between 23 June and 10 August 2018. Statutory consultees were notified by email of the consultation. The consultation was also publicised to the local community through posters and news items on the parish website. Landowners and other stakeholders were also notified of the consultation by email.
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>			Parish 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"> 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 		Regulation 16	<p>Details available at:</p> <p>https://www.southdowns.gov.uk/planning/planning-policy/neighbourhood-planning/neighbourhood-development-plans/findon-neighbourhood-plan/</p>

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	The NPA is required to notify the bodies referred to in the consultation statement that the plan has been received as soon as possible.			
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.