



Submission Ecchinswell, Sydmonton and Bishops Green Neighbourhood Plan – Compliance Checklist

Requirements and relevant legislation and/or guidance	LPA Comments	Legally compliant?
<p>Neighbourhood Planning (General) Regulations 2012 (as amended) - Regulation 15 requirements: <i>A qualifying body is required to submit:</i> <i>(a) A map or statement which identifies the area to which the proposed neighbourhood development plan relates</i></p>	<p>The map identifying the neighbourhood plan area can be found in Plan A on page 11 of the Submission Plan dated 24th of October 2022</p>	<p>Yes</p>
<p><i>(b) A consultation statement;</i> (the statement should contain 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 Neighbourhood Plan).</p>	<p>A Consultation Statement (with appendices) accompanies the Submission NP. Within the Consultation Statement there is evidence of extensive engagement with the community and a range of stakeholders prior to and during the Regulation 14 (Pre-Submission Consultation). The statement clearly explains who was consulted, how they were consulted, how they responded, and how those comments informed the submission Plan.</p> <p>The Consultation Statement provides:</p> <p><i>Details of those consulted</i></p> <ul style="list-style-type: none">• A list of all the statutory consultees is found in Consultation Statement Appendix G. There is also evidence of emails and letters to local residents in Appendix G, as well as information about a leaflet drop to all homes in the parish. The table on page 20 of the Consultation Statement sets out some additional consultees including local businesses.	<p>Yes</p>

	<p><i>How they were consulted</i></p> <ul style="list-style-type: none"> • The consultation statement (Section 2.4) explains that a number of communication channels were used including email Facebook, flyers, posters, and the parish website, the village magazine and a leaflet drop to all homes. These are found in Consultation Statement Appendix B. • In addition, a local competition was run with all pupils in Ecchinswell and Sydmonton Primary School to engage children and their parents. • There were various pop up sessions at events and in the village hall. Evidence for this is found in Appendix C. This includes a banner which was displayed at these events. • Section 2.5 of the Consultation Statement explains the further consultation in 2021. The materials used to support this consultation are found in Appendix D which outlines when and where these events were held. The consultation material includes posters, coasters and flipcharts. • As set out in Section 2.6 of the Consultation Statement, a call for Sites was held in January 2022 which was widely advertised. Further resident engagement took place in May 2022 (Section 2.7). • For the statutory pre-submission consultation (Section 2.9), information was shared with residents via email to parish and neighbourhood plan lists, Facebook posts, and an update was posted on the parish council website. Each household also received a leaflet advising them how to make representations. Regular updates continued through the consultation via email and Facebook. Evidence of this consultation material is found in Appendix G. It includes letters, leaflets, and emails. <p><i>The main issues and concerns raised</i></p> <ul style="list-style-type: none"> • A brief summary of the issues from the non-statutory consultations is listed on page 14 of the Consultation Statement. The table on page 18 sets out some of the key issues and concerns arising from the consultation. 	
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	<ul style="list-style-type: none"> • The main issues raised by the statutory consultees and residents in response to the Reg 14 consultation are set out in sections 3.1 and 3.2 of the Consultation Statement. • The full response from the LPA is included in Appendix H, the community's responses are set out in in Appendix I, and the responses from the site promoters are in Appendix J. A summary of all representations received from statutory bodies, developers and landowners is found in Appendix K. <p><i>How these issues and concerns have been addressed in the proposed neighbourhood plan</i></p> <ul style="list-style-type: none"> • Section 3.2 of the consultation statement (Community Comments and Responses) sets out the main issues raised by residents and explains the proposed modifications to the plan. The Parish Council's full response to comments received is provided in Appendix Hb, Appendix I and Appendix K. 	
<p><i>(c) The proposed neighbourhood development plan;</i></p>	<p>The Local Planning Authority received the submission Neighbourhood plan on Monday the 24 October 2022.</p>	<p>Yes</p>
<p><i>(d) A statement explaining how the proposed neighbourhood development plan meets the 'basic conditions', i.e. the requirements of paragraph 8 of Schedule 4B to the 1990 Act.</i></p> <p>The local planning authority has to be satisfied that a basic condition statement has been submitted but it is not required at this stage to consider whether the draft plan or order meets the basic conditions. (NPPG - Paragraph: 053 Reference ID: 41-053-20140306)</p>	<p>A Basic Conditions Statement (October 2022) accompanies the Submission Neighbourhood Plan explaining how the basic conditions have been met.</p>	<p>Yes</p>
<p><i>e) Environmental Assessment;</i></p> <p>The Plan needs to be submitted with one of the following a) a statement of reasons for a determination under regulation 9(1) of the</p>	<p>In February 2022, the Borough Council issued a screening opinion concerning the need for a Strategic Environmental Assessment ("SEA") in relation to the Neighbourhood Plan. This screening opinion was underpinned by a detailed report and consultation with the three</p>	<p>Yes</p>

<p>Environmental Assessment of Plans and Programmes Regulations 2004 that the proposal is unlikely to have significant environmental effects OR b) an environmental report in accordance with paragraphs (2) and (3) of regulation 12 of the Environmental Assessment of Plans and Programmes Regulations 2004 ((Regulation 15 of the Neighbourhood Planning (General) Regulations 2012.)</p>	<p>statutory bodies (the Environment Agency, Natural England and Historic England).</p> <p>The screening process undertaken concluded that in order to meet the 'basic conditions' for neighbourhood planning, a SEA was required to accompany the Neighbourhood Plan.</p> <p>In October 2022 the plan was rescreened in light of recent guidance from Natural England on nutrient neutrality to ensure the report fully considered the impact on protected sites in the Solent. This is because part of the parish is within the River test catchment where advice from Natural England indicates wastewater from new overnight accommodation could have significant effects upon those protected habitats. After further consultation with the statutory bodies, the new screening report reached the same conclusion that an SEA was required.</p>	
<p>The draft neighbourhood Plan should be checked to ensure it is not a 'repeat' proposal. If so, the LPA can decline to consider the plan (1990 Act Schedule 4B Paragraph 5 and Regulation 18).</p>	<p>The Submission Neighbourhood Plan is not a repeat proposal.</p>	<p>Yes</p>
<p>The body submitting the neighbourhood plan is authorised to act. (2004 P & CP Act as amended by Localism Act 2011 Section 38 A (2) and 1990 Act schedule 4B as it applies- 61F (2)).</p> <p>In a designated neighbourhood area which contains all or part of the administrative area of a town or parish council, the town or parish council is responsible for neighbourhood planning.</p> <p>The relationship between any steering group and the town or parish council should be</p>	<p>The qualifying body is Ecchinswell, Sydmonton and Bishops Green Parish Council. The neighbourhood area was designated on 24 February 2021.</p> <p>The Plan was produced by the Neighbourhood Planning Steering Group, a group of volunteers authorised by the parish council. The terms of reference of the Steering Group is set out in Appendix A of the consultation statement (and was published on the parish council's website).</p> <p>The Plan was submitted by the Parish Council following agreement at their meeting on 21 October 2022.</p>	<p>Yes</p>

<p>transparent to the wider public. For example it should be clear whether a steering group or other body is a formal sub-committee of the parish or town council. The terms of reference for a steering group or other body should be published and the minutes of meetings made available to the public.</p> <p>(see NPPG - Paragraph: 015 Reference ID: 41-015-20140306)</p>		
<p>The pre-submission publication requirements need to have been satisfied. Before submission to the LPA the qualifying body should:</p> <p>1. publicise (but this does not have to be on a web site) in a way that is likely to bring to the attention of people who live work or carry on business in the area details of:</p> <p>a. the proposals b. when and where they can be inspected c. how to make representations, and d. the deadline for making representations – not less than 6 weeks from first publicised.</p> <p>2. consult any consultation body whose interests they consider may be affected by the proposals for a NDP (please see Appendix A below).</p>	<p>The Consultation Statement demonstrates that these requirements have been satisfied:</p> <p>1. The Regulation 14 consultation has complied with the regulations, as evidenced in the Consultation Statement which accompanies the submission of the NP. It shows that the Regulation 14 consultation was publicised via a variety of means including letters, leaflet drops, and public consultation events that would have brought the Plan to the attention of people who live, work or carry on business in the area. Example documents can be found in the appendices to the Consultation Statement.</p> <p>The plan was available to view online and at drop-in events in the parish.</p> <p>The publicity material also explained how representations could be made (online or via post). The consultation lasted for 6 weeks from Friday 26 August to Friday 7 October 2022.</p> <p>2. The consultation statement includes a list of the statutory consultees and states that a letter drop was conducted at every house in the parish as part of the pre-submission consultation.</p>	<p>Yes</p>

<p>3. send a copy of the NDP to the LPA.</p> <p>(Regulation 14 of the Neighbourhood Planning (General) Regulations 2012.</p>	<p>3. A copy of the Regulation 14 Neighbourhood Plan was provided to the LPA at the start of the pre-submission consultation</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 and 102A, Assessment of implications for European site: <i>A qualifying body which submits a proposal for a neighbourhood development plan must provide such information as the competent authority may reasonably require for the purposes of the assessment under regulation 102 or to enable them to determine whether that assessment is required.</i></p>	<p>The Borough Council issued its screening opinion in February 2022, which confirmed there was no need for a HRA in relation to the NP. This screening opinion was underpinned by a detailed report and consultation with the three statutory bodies (the Environment Agency, Natural England and Historic England).</p> <p>In October 2022, following recent guidance from Natural England on nutrient neutrality, the plan was rescreened to ensure the report fully considered the impact on protected sites in the Solent. This is because part of the parish is within the River test catchment where advice from Natural England suggested that wastewater from new overnight accommodation could have significant effects upon those protected habitats. Following further consultation with the statutory bodies, the new screening report reached the same conclusion that an HRA was not required.</p>	<p>Yes</p>
<p>Meets the definition of a 'neighbourhood development plan': <i>"A plan which sets out policies (however expressed) in relation to the development use and of land in the whole or any part of a particular neighbourhood area specified in the plan"</i></p> <p>(2004 P & CP Act as amended by Localism Act 2011 Section 38 A (2))</p>	<p>The Submission Neighbourhood Plan meets the definition of 'neighbourhood development plan'.</p>	<p>Yes</p>
<p>Meets the scope of neighbourhood plan provisions, i.e. specifies the period for which it covers, does not include provision about development that is 'excluded development' (as set out in section 61K of the 1990 Act) and does</p>	<p>The Submission Neighbourhood Plan specifies that it covers the period 2021-2039.</p> <p>The Submission Neighbourhood Plan does not contain policies relating to 'excluded development'.</p>	<p>Yes</p>

not relate to more than one neighbourhood area. (2004 Act s 38B (1 & 2) (4))	It does not relate to more than the neighbourhood area.	
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Where the draft neighbourhood plan submitted to a local planning authority meets the requirements in the legislation, the local planning authority must publicise the neighbourhood plan for a minimum of six weeks, invite representations, notify any consultation body referred to in the consultation statement and send the draft neighbourhood plan to independent examination (see regulations [16](#), [17](#), [23](#) and [24](#) of the Neighbourhood Planning (General) Regulations 2012 [\(as amended\)](#), NPPG - Paragraph: 054 Reference ID: 41-054-20140306)

Appendix A – Consultation Bodies

The Neighbourhood Planning (General) Regulations 2012 Schedule 1

Consultation bodies that the Parish Council or Neighbourhood Forum should consult:

- In a London Borough, the Mayor of London
- A LPA, county council or parish council any part of whose area is in or adjoins the area of the LPA
- The Coal Authority
- The Homes and Communities Agency
- Natural England
- The Environment Agency
- English Heritage
- Network Rail Infrastructure Limited
- The Highways Agency
- The Marine Management Organisation
- Any person to whom the electronic communications code applies, or who owns or controls electronic communications apparatus situated in any part of the area of the LPA
- Where they exist a Primary Care Trust, licensee under the Electricity Act 1989, Licensee of the Gas Act 1986, sewerage undertaker and water undertaker
- Voluntary bodies whose activities benefit all or part of the neighbourhood area
- Bodies representing the interests of different racial, ethnic or national groups in the neighbourhood area
- Bodies representing the interests of different religious groups in the neighbourhood area and
- Bodies representing the interests of disabled people in the neighbourhood area.