

Key Stages in the Neighbourhood Planning Process



<p>Stage 1: Designating neighbourhood area and if appropriate neighbourhood forum</p>	<ul style="list-style-type: none"> • Relevant body (parish / town council) submits an application to the local planning authority (LPA) to designate a neighbourhood area • local planning authority publicises and consults on the area application for minimum 6 weeks • local planning authority designates a neighbourhood area
<p>Stage 2: Preparing a draft neighbourhood plan of order Parish/Town Council develops proposals (advised or assisted by the local planning authority)</p>	<ul style="list-style-type: none"> • gather baseline information and evidence • engage and consult those living and working in the neighbourhood area and those with an interest in or affected by the proposals (e.g. service providers) • talk to land owners and the development industry • identify and assess options • determine whether European Directives might apply • start to prepare proposals documents
<p>Stage 3: Pre-submission publicity & consultation</p>	<p>The Parish/Town Council:</p> <ul style="list-style-type: none"> • publicises the draft plan or order and invites representations • consults the consultation bodies as appropriate • sends a copy of the draft plan order to the local planning authority • where European Directives apply, complies with relevant publicity and consultation requirements • considers consultation responses and amends plan / order if appropriate • prepares consultation statement and other proposal documents
<p>Stage 4: Submission of a neighbourhood plan or order proposal to the local planning authority</p>	<ul style="list-style-type: none"> • Parish/Town Council submits the plan or order proposal to the local planning authority • LPA checks that submitted proposal complies with all relevant legislation

	<ul style="list-style-type: none"> •If the local planning authority finds that the plan or order meets the legal requirements: •publicises the proposal for minimum 6 weeks & invites representations •notifies consultation bodies referred to in the consultation statement •appoints an independent examiner (with the agreement of the Parish/Town Council)
Stage 5: Independent Examination	<ul style="list-style-type: none"> •local planning authority sends plan / order proposal and representation to the independent examiner •independent examiner undertakes examination •independent examiner issues a report to the local planning authority and qualifying body •local planning authority publishes report •local planning authority considers report and reaches own view (in the case of community right to build orders where the report is binding) •local planning authority takes the decision on whether to send the plan / order to referendum
Stages 6 and 7: Referendum and Making the neighbourhood plan or order (bringing it into force)	<ul style="list-style-type: none"> •relevant council publishes information statement •relevant council publishes notice of referendum/s •polling takes place •results declared •subject to results local planning authority considers plan / order in relation to EU obligations and Convention rights •If the plan / order is compatible with EU obligations and does not breach Convention rights – local planning authority makes the plan or order.