

# Guidance Note on Making Representations on the Draft Sompting Neighbourhood Plan

Once a Neighbourhood Development Plan is prepared, it is submitted to Adur District Council as the lead Local Planning Authority.

The Council must publicise the proposed Neighbourhood Plan and provide details of how to make representations. It must also appoint an appropriately qualified and Independent Examiner and, at the end of the publication period, send all representations received at this stage to the Independent Examiner. The documents submitted by Sompting Parish Council include:

- Sompting Neighbourhood Plan
- A map identifying the plan area (included within the Sompting Neighbourhood Plan)
- Supporting documents
- A statement setting out how the plan meets the basic conditions required by the relevant legislation
- Consultation Statement
- SEA Screening Opinion
- Equality Impact Assessment

These can be viewed at: <https://www.adur-worthing.gov.uk/sompting-neighbourhood-plan/>

The Independent Examiner is required to consider whether Sompting Neighbourhood Plan meets four basic conditions, which states that Neighbourhood Plans should:

- 1) Have regard to national policies (this includes the National Planning Policy Framework<sup>1</sup>) and advice contained in guidance<sup>2</sup> issued by the Secretary of State;
- 2) Contribute to the achievement of sustainable development;
- 3) Be in general conformity with the strategic policies contained in Adur District Council's Local Plan (2017)<sup>3</sup>
- 4) Be compatible with EU obligations and human rights requirements

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<sup>1</sup> [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/6077/2116950.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf)

<sup>2</sup> <https://www.gov.uk/government/collections/planning-practice-guidance>

<sup>3</sup> <https://www.adur-worthing.gov.uk/adur-local-plan/>

## Making representations on the Neighbourhood Plan

You should consider in particular whether the Plan meets the basic conditions set out above. The basic conditions statement submitted with the Sompting Neighbourhood Plan may help you understand what these are. It sets out how Sompting Parish Council considers they have met these requirements. When making a representation, please indicate what you are commenting on and the paragraph number / policy reference. Please use the **Response Form** to make your representation. The form provides information on how to submit your comments. The response form is available to be downloaded here: <https://www.adur-worthing.gov.uk/sompting-neighbourhood-plan/>

Paper copies of the response form can be found at the following venues:

- Harriet Johnson Centre, Loose Lane, Sompting.
- Adur & Worthing Council Office, Portland House, 44 Richmond Road, Worthing, BN11 1HS
- The Shoreham Centre, Pond Road, Shoreham-by-Sea, BN43 5WU

## What happens next?

Consultation ends at midnight **Sunday 22<sup>nd</sup> April 2018**. The next stages for the Sompting Neighbourhood Plan are:

Stage	Further Information
Examiner Appointment	Adur District Council will appoint an Independent Examiner
Examination	The Independent Examiner will consider whether the Sompting Neighbourhood Plan satisfies the basic conditions as outlined above. The examiner may request for a public hearing and thus will decide how it should be run.
Examiner issues final report	After the examination the Independent Examiner will send their report to Adur District Council and Sompting Parish Council. The report will set out whether the Neighbourhood plan meets the basic conditions and what modifications (if any) are needed to ensure it does. The Independent Examiner has three options to recommend; <ul style="list-style-type: none"><li>• The plan proceeds to referendum as submitted;</li><li>• The plan is modified to meet the basic conditions and then the modified plan proceeds to referendum; or</li><li>• The plan does not proceed to referendum, on the basis that it does not meet the</li></ul>

	relevant legal requirements.
Referendum	Subject to a successful examination, there will be referendum where the Parish will be able to vote on whether the Plan should be adopted. If over 50% of those who vote yes, the Plan will be adopted by Adur District Council

### **Further information**

Should you require further information, please contact the Planning Policy team on:

Email: [adurplanningpolicy@adur-worthing.gov.uk](mailto:adurplanningpolicy@adur-worthing.gov.uk)

Telephone: 01273 263000

Address: Adur & Worthing Council Office, Portland House, 44 Richmond Road,  
Worthing, BN11 1HS