

Action in rural Sussex NDP services – Stage two - SOMPTING

Completing & analysing the evidence base (scope of parish report)

	Activity		Period	Local Plan Stage
AirS	<i>Collating and analysing evidence base, drafting the report (State of parish report)</i>	Present State of Parish report to steering group <i>'We will capture the key issues for the Plan in a short 'State of the Parish' report from this analysis,</i>	17 th Sept 2013	
SG		Steering Group to approve of SOP report and send to ADC and SDNP		
		ADC and SDNP to comment on SOP report and determine whether Sompting NP will need a Strategic Environment Assessment (SEA)		
SG	Publish state report (max 5 weeks)	<i>An opportunity for Local Plan Team to screen the evidence upon which policies will be drafted and to provide and updates or identify gaps</i>		
	Steering Group Meeting			

Draft Plan preparation

	Activity		Period	Local Plan Stage
SG	Planning workshop preparation	<i>SG to email stakeholders to planning workshop providing them with links to relevant documentation on the Sompting website</i>		
AirS / SG	Planning and delivery of workshop event	<i>We will facilitate the workshop, the purpose of which will be to discuss and agree the key principles of the Plan, including housing numbers, locations and types and other land use and infrastructure proposals.</i>	22nd Oct 2013	
	Steering Group Meeting	<i>List of proposed policies drawn up following planning workshop for SG and PC approval.</i>	5 th Nov 2013	
AirS	Prepare pre sub plan and policies	<i>We will prepare the Draft Plan, which will include a summary of the 'State of the Parish' report, the Plan</i>	13 th Jan 2014	

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		<i>objectives (including the measures by which its success will be judged in due course), the proposed land use allocations, the proposed Planning policies, the proposed infrastructure investments and a delivery Plan</i>		
SG/AirS	Consult LPA, SDNP on draft plan - response	<i>During this process we may have to meet with LPA officers to discuss the emerging Plan.</i>	13-17 Jan 2014	
Adur LP Team	Adur Development Management staff - response	<i>ADC to pass draft plan to their LDF working group to comment and respond</i>	13 -17 Jan 2014	
SG	Steering Group Meeting	– approve draft plan	W/C 24 Jan 2014	
	Open Evening	Presentation of draft plan to residents explaining reasons for proposed policies	W/C 27 Jan 2014	
SG/LA	Publish pre sub plan	Public consultations (minimum 6 weeks) school hols?	Feb 3 – Mar 24	

Strategic Environmental Assessment (SEA) preparation

	Activity		Period	Local Plan Stage
AirS	<i>Prepare and write SEA if required</i>	<i>We will prepare the Draft SEA, comprising a schedule of sustainability objectives (derived from the Local Plan SA) and will show how each specific proposal (and each option, if options have been included) measures up against each relevant objective. Where negative sustainability impacts are identified, we will indicate how such impacts may be mitigated.</i>		

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Submission Plan & Sustainability Appraisal (if our responsibility or required)

	Activity		Period	Local Plan Stage
AirS/SG	collection and collation of representations	<i>We will collect and log the representations made during the consultation exercise. We will then review each representation and propose to the Steering Group an appropriate response (either agree and amend or disagree) in a single schedule.</i>	W/C 24 Mar 2014	
AirS/SG	Consultation Statement	<i>We will support the NP steering group to complete the Consultation Statement to accompany the Submission Plan and SEA.</i>	Ongoing	
AirS/SG	Meet with LPA	<i>We expect to attend a meeting with officers of the LPA to discuss key representations during this stage.</i>		
AirS	Prepare submission plan		W/C 31 st Mar 2014	
AirS	Prepare Basic Conditions Statement	<i>The basic conditions statement is a summary report which demonstrates that the Plan has met all the basic conditions required in the process of preparing the final Plan.</i>		
SG/AirS	SG Meeting	Submit plan and associated documentation to SG for approval		
SG	Submit plan and associated documentation to LPA		May 2014	