

# PAS Legal Compliance Self-Assessment Checklist

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# 1 Stage 1 - the beginning

**Table 2.1 Stage 1**

Activity	Legal requirement	Guidance reference	Additional notes	Evidence provided
1. Is the DPD identified in the adopted LDS? Have you recorded the timetable for its production?	The Act section 15(2) and section 19(1)	NPPF para 153		Yes. Local Development Scheme (LDS) (Dec 2017) (S9) refers.
2. How will community engagement be programmed into the preparation of the DPD?	The Act section 19(3) Regulation 18	NPPF paras 150, 155 and 157	If the SCI is up-to-date, use that. If not set out any changes to community engagement as a result of changes in legislation.	Early consultation was undertaken in accordance with the first Statement of Community Involvement (SCI) (July 2006) (PRE1). Subsequent Local Plan consultations have been undertaken in accordance with the updated SCI (March 2015) (S8).
3. Have you considered the appropriate bodies you should consult?	Regulation 18	NPPF paras 4.25 - 4.26	Regulation 2 defines the general and specific consultation bodies. The possible evidence may duplicate each other. Only use what	Each of the general and specific consultees featured in the SCI were consulted at each stage. The list of specific consultation bodies is set out at Appendix D in the July 2006 SCI (PRE1). A list of specific and general consultees is set out at Appendix A of the 2015 SCI (S8).

Activity	Legal requirement	Guidance reference	Additional notes	Evidence provided
			you need to.	
<p>4. How you will co-operate with other local planning authorities, including counties, and prescribed bodies, to identify and address any issues or strategic priorities that will have a significant impact on at least two planning areas?</p>	<p>The Act section 33A(1)(a) and (b), section 33A(3)(d) (e) &amp; (4) The Act Section 20(5)(c) Regulation 4</p>	<p>NPPF paras 178 to 181 (which comprise the guidance referred to in the Act section 33A(7)) Under NPPF Para 182, to be 'Effective' a plan should be based on effective joint working on cross-boundary strategic priorities. Strategic priorities are listed at NPPF Para 156</p>	<p>Section 33A(4) defines a "strategic matter". Under section 33A(6) the required engagement includes considering joint approaches to the plan making activities and considering whether to agree joint local development documents under section 28. The bodies prescribed by section 33A(1)(c) are set out at Regulation 4(1).</p>	<p>The Duty to Co-operate Statement (S2) summarises how the duty has been fulfilled through work with other local planning authorities and other prescribed bodies, including the preparation of the Leicester and Leicestershire Memorandum of Understanding. Section 4 of the Consultation Statement (S3) also refers.</p>
<p>5. How you will co-operate with any local enterprise partnerships (LEP) or local nature partnerships (LNP) to identify and address any issues or strategic</p>	<p>The Act section 33A(1)(c) and section 33A(9), section 33A(3)(d) and (e) The Act section 20(5)(c). Regulation 4</p>	<p>NPPF paras 178 to 181</p>	<p>Section 33A(4) defines a "strategic matter". Strategic priorities are listed at NPPF Para 156. Regulation 4(2) prescribes LEPs and LNPs for the purposes of section 33A(9).</p>	<p>The Duty to Cooperate Statement (S2) refers. Leicester and Leicestershire Enterprise Partnership (LLEP) has been involved in the preparation of joint evidence documents concerning strategic matters, most notably the preparation of the Leicester and Leicestershire HEDNA. The Leicestershire Natural and Historic Environment Partnership (LNP) was consulted at</p>

Activity	Legal requirement	Guidance reference	Additional notes	Evidence provided
priorities that will have a significant impact on at least two planning areas?			Under section 33A(6) the required engagement includes consulting on joint approaches to relevant activities.	each stage via Leicestershire County Council. The Consultation Statement (S3) refers.
6. Is baseline information being collected and evidence being gathered to keep the matters which affect the development of the area under review?	The Act section13	NPPF paras 158 -177		Yes. The Authority Monitoring Report 2016/7 refers (S11). The Council has prepared or commissioned evidence covering a range of economic, social and environmental issues and submitted to support the Local Plan. Please see the Evidence Library.
7. Is baseline information being collected and evidence being gathered to set the framework for the sustainability appraisal?	The Act section19(5)	NPPF paras 165 and 167 Strategic Environmental Assessment Guide, chapter 5		Yes. The Sustainability Appraisal Scoping Report for Harborough District Local Plan (October 2014) (PRE12) refers. This is reproduced in the Sustainability Appraisal Report (S6). Chapters 4 to 9 set out the baseline information used to set the sustainability framework. The suite of Local Plan evidence has informed the subsequent sustainability appraisal.
8. Have you consulted the statutory environment consultation bodies for	Regulations 9 and 13 of The Environmental Assessment of Plans and Programmes	NPPF paras 165 and 167 SEA Guide chapter 3	The Strategic Environmental Assessment consultation bodies are	Yes, para 2.3 of the Sustainability Appraisal Scoping Report for Harborough District Local Plan (October 2014) (PRE12) refers. Para 8.3 of the Consultation Statement (S3) also

Activity	Legal requirement	Guidance reference	Additional notes	Evidence provided
five weeks on the scope and level of detail of the environmental information to be included in the sustainability appraisal report?	Regulations 2004 No 1633.		also amongst the 'specific consultation bodies' which are defined in Regulation 2).	refers.

## 2 Stage 2 - Plan Preparation

**Table 3.1 Stage 2**

Activity	Legal requirement	Guidance reference	Additional notes	Evidence provided
1. Have you notified: <ul style="list-style-type: none"> <li>• the specific consultation bodies?</li> <li>• the general consultation bodies that have an interest in the subject of the DPD and invited them to make representations about its contents?</li> </ul>	Regulation 18(1) and (2)(a) (b)	NPPF paras 159 – 173	Specific and general consultation bodies are defined in Regulation 2.	Yes. All specific and general consultation bodies were notified. Para 5.3 and Appendix 1 of the Consultation Statement (S3) refer.
2. Are you inviting representations from people resident or carrying out business in your area about the content of the DPD?	Regulation 18(1) and (2)(c)	NPPF paras 159 – 173		Yes. All specific and general consultation bodies were notified. Para 5.3 and Appendix 1 of the Consultation Statement (S3) refer. Representations were invited from a large number of local residents and those with business interests in the District.
3. Are you engaging with stakeholders	Regulation 18	NPPF para 155	NPPF paras 160-171 4.29 give examples of	Yes. All specific and general consultation bodies were notified. Para 5.3 and Appendix 1 of the

Activity	Legal requirement	Guidance reference	Additional notes	Evidence provided
responsible for delivery of the strategy?			relevant bodies which should be consulted.	Consultation Statement (S3) refer. Ongoing engagement with those preparing Neighbourhood Development Plans takes place through the Council's Neighbourhood and Green Spaces Officer.
4. Are you taking into account representations made?	Regulation 18(3)	NPPF para 155	Evidence from participation is part of the justification. Show how you have taken representations into account.	Yes. New Local Plan Scoping Consultation Summary of Responses (2013) (PRE2a) provides a summary of responses. Local Planning Advisory Panel Report on Implications of Scoping Consultation Responses (July 2013) (PRE9) explains how the responses will be taken into account. Section 5 of the Consultation Statement (S3) also refers.
5. Does the consultation contribute to the development and sustainability appraisal of alternatives?	The Act section19(5) Regulations 12 and 13 of The Environmental Assessment of Plans and Programmes Regulations 2004 No 1633	NPPF paras 165 – 168 SEA Guide, chapter 3		Yes. The Local Planning Advisory Panel Report on Implications of Scoping Consultation Responses (July 2013) (PRE9) explains how the responses will contribute to the development of alternatives (for example in the identification of strategic allocations).  The Sustainability Appraisal Scoping Report for Harborough District Local Plan (October 2014) (PRE12) followed and set the sustainability framework, upon which the sustainability of the alternatives were appraised.



Activity	Legal requirement	Guidance reference	Additional notes	Evidence provided
				The Consultation Statement (S3) also refers.
<p>6. Is the participation:</p> <ul style="list-style-type: none"> <li>• following the principles set out in your SCI?</li> <li>• integrating involvement with the sustainable community strategy?</li> <li>• proportionate to the scale of issues involved in the DPD?</li> </ul>	The Act section19(3)	NPPF para 155		Yes. The consultation followed the principles set out in the 2016 SCI (PRE1) and was proportionate to the scale of issues involved. Section 5 of the Consultation Statement (S3) refers.
<p>7. Are you keeping a record of:</p> <ul style="list-style-type: none"> <li>• the individuals or bodies invited to make representations?</li> <li>• how this was done?</li> <li>• the main issues raised?</li> </ul>	The Act section20(3) Regulation 17	NPPF paras 158 - 171	<p>You will need to submit a statement of representations under Regulation 22 (1) (c): see Submission stage below.</p> <p>Regulation 35 deals with the availability of documents and the time of their removal.</p>	Yes. Appendix 1 of the Consultation Statement (S3) records the individuals and bodies invited to make representations and Appendix 2 sets out how this was done. Appendix 3 provides a summary of the main issues raised.

Activity	Legal requirement	Guidance reference	Additional notes	Evidence provided
8. Are you inviting representations on issues that would have significant impacts on both your areas from another local planning authority? Or county issues from an affected county council that is not a planning authority? Or significant cross-boundary issues and strategic priorities of a body prescribed under Section 33A(1)(c)?	The Act section 33A(1)(a) (b) and (c), section 33A(3)(d) & (e) section 33A(4) section 33A(9) The Act section 20 (5)(c)	NPPF paras 178 to 181	Section 33A(3)(d) and (e) requires cooperation on significant cross-boundary issues before and during plan preparation. Section 33A(2) requires you to engage constructively, actively and on an ongoing basis.	Yes. Section 2 of the Duty to Cooperate Statement (S2) and Appendix 1 of the Consultation Statement (S3) refer.
9. Are you inviting representations on cross-boundary issues and strategic priorities from a local enterprise partnership (LEP) or a local nature partnership (LNP)?	The Act section 33A(1)(c) and Section 33A(9). The Act section 20(5) (c). Regulation 4	NPPF paras 178 to 181	Section 33A(3)(d) and (e) requires cooperation on significant cross-boundary issues before and during plan preparation. Section 33A(2) requires you to engage constructively,	Yes. Section 2 of the Duty to Cooperate Statement (S2) and Appendix 1 of the Consultation Statement (S3) refer. The Leicester and Leicestershire Enterprise Partnership (LEEP) and LNR have been invited to submit representations at each stage.

Activity	Legal requirement	Guidance reference	Additional notes	Evidence provided
			actively and on an ongoing basis.	
10. Are you developing a framework for monitoring the effects of the DPD?	The Act section 35 Regulation 34 Regulation 17 of The Environmental Assessment of Plans and Programmes Regulations 2004 No1363	NPPF paras 165 - 1687 SEA Guide, Chapter 5	It is a matter for each council to decide what to include in their monitoring reports while ensuring they are prepared in accordance with relevant UK and EU legislation” Chief Planning Officer letter 30 March 2011 withdrawing ODPM guidance.	Yes. The monitoring framework is set out in Appendix K of the Local Plan (S1) informed by section 21.4 of the Sustainability Appraisal Report (S6).

## 3 Stage 3 - Plan Preparation – writing the plan

**Table 4.1 Stage 3**

Activity	Statutory requirement	Guidance reference	Additional notes	Evidence provided
1. Are you preparing reasonable alternatives for evaluation during the preparation of the DPD?	Regulation 12 (2) of The Environmental Assessment of Plans and Programmes Regulations 2004 No. 1633	NPPF paras 152 - 182 SEA Guide, Chapter 5	The sustainability appraisal report and supporting documents relevant to the preparation of the DPD are part of the proposed submission documents (see Regulation 17).	Yes. Reasonable alternatives are set out in the Options Consultation Paper (Sept 2015) (PRE3).
2. Have you assessed alternatives against: <ul style="list-style-type: none"> <li>• consistency with national policy?</li> <li>• general conformity with the regional</li> </ul>	The Act section 19 (2), section 24	NPPF para 151	For London boroughs and local authorities where regional strategies are still in force general conformity is tested formally later but you need to consider it	Yes. The 9 alternative housing and employment distribution options set out in the Options Consultation Paper (Sept 2015) (PRE3) were assessed against a number of criteria, including the core planning principles set out in the NPPF. This assessment is summarised in the Spatial Strategy Topic Paper (TPC1). Local Plan Options Assessment and Selection Report

Activity	Statutory requirement	Guidance reference	Additional notes	Evidence provided
spatial strategy where still in force?			during preparation of the DPD.	to Executive (May 2016) (PRE10) provides further details of the assessment. The 4 Selected Options were further assessed against a number of criteria, again including the core planning principles of the NPPF. Executive Advisory Panel Selected Spatial Options Assessment Report (Sept 2016 and Oct 2016) (PRE6 and PRE7) refers.
3. Are you having regard to (where relevant): <ul style="list-style-type: none"> <li>• adjoining regional spatial strategies?</li> <li>• the spatial development strategy for London?</li> <li>• Planning Policy for Wales?</li> <li>• the National</li> </ul>	The Act sections 19 (2) and 24 (1) and (4) Regulation 10 and 21		Where the regional strategy has been revoked you should record that fact.	N/A

Activity	Statutory requirement	Guidance reference	Additional notes	Evidence provided
Planning Framework for Scotland?				
4. Are you co-operating with other local planning authorities including counties, to address significant cross boundary issues? Have you discussed doing joint local development documents?	The Act section 33A(2)(a) Section 33A(6)(a)(b) Section 20(5) (c)	NPPF paras 181 and 185		Yes. The Duty to Cooperate Statement (S2) refers. Discussion on the potential for some joint local development documents has taken place, but concluded that separate Local Plans for each local planning authority would be the most appropriate approach.
5. Are you cooperating with a person prescribed for the purposes of Regulation 33A(1)(c) to address significant cross	The Act section 33A(2)(a), section 33A(6)(a) The Act section 20 (5) (c) Regulation 4	NPPF paras 181 and 182	The bodies prescribed by The Act section 33A(1)(c) are set out at Regulation 4 (1).	Yes. All adjoining authorities and all prescribed bodies have been invited to comment on the plan at each stage. The Duty to Cooperate Statement (S2) refers.

Activity	Statutory requirement	Guidance reference	Additional notes	Evidence provided
boundary issues including preparing joint approaches?				
6. Are you cooperating with / having regard to the activities of the LEP and LNP?	The Act section 33A(2)(b) and section 33A(9). Regulation 4 (2)	NPPF para 181 and 182		Yes. The Leicester and Leicestershire Local Enterprise Partnership and the Leicestershire Local Nature Partnership have been consulted, and invited to comment. The Consultation Statement (S3) refers
7. Are you having regard to: <ul style="list-style-type: none"> <li>• your sustainable community strategy or of other authorities whose area comprises part of the area of the council?</li> <li>• any other local development</li> </ul>	The Act section 19(2)			N/A

Activity	Statutory requirement	Guidance reference	Additional notes	Evidence provided
documents adopted by the council?				
<p>8. Do you have regard to other matters and relevant strategies relating to:</p> <ul style="list-style-type: none"> <li>• resources</li> <li>• the local/regional economy</li> <li>• the local transport plan and transport facilities and services</li> <li>• waste strategies</li> <li>• hazardous substances ?</li> </ul>	The Act section19(2) Regulation 10		As well as the matters and strategies listed in the Act and Regulations there are likely to be other matters identified in planning policy statements, regional and local strategies that you will need to have regard to in preparing the DPD.	<p>Yes. Appendix B of Proposed Submission Local Plan (S1) lists the various documents that have contributed to determining the policies in the plan. These include:-</p> <ul style="list-style-type: none"> <li>• Leicester and Leicestershire Housing and Economic Development Needs Assessment, 2017 (HSG8);</li> <li>• Leicester and Leicestershire Strategic Economic Plan (2014 - 2020), 2015 (EMP8);</li> <li>• Harborough Infrastructure Delivery Plan, 2017 (INF2);</li> <li>• Leicestershire County Council Local Transport Plan 3 (TRP6);</li> <li>• The Midlands Connect Strategy, March 2017 (TRP13);</li> <li>• Leicestershire County Council Minerals and Waste Local Plan Pre-submission, 2016 (EN2).</li> </ul>



Activity	Statutory requirement	Guidance reference	Additional notes	Evidence provided
9. Are you having regard to the need to include policies on mitigating and adapting to climate change?	The Act section19(1A)	NPPF paras 93 -108		Yes. Chapter 10 of the Proposed Submission Local Plan (S1) features a suite of 4 policies under the heading 'Climate change'.
10. Have you undertaken the sustainability appraisal of alternatives, including consultation on the sustainability appraisal report?	The Act section19(5) Regulation 12 and 13 of The Environmental Assessment of Plans and Programmes Regulations 2004 No 1633	NPPF para 182 SEA Guide, Chapter 5	Regulation13 of The Environmental Assessment of Plans and Programmes Regulations 2004 No 1633 sets out the consultation procedures.	<p>Yes. The appraisal of reasonable alternatives was undertaken at several stages with the findings presented in the following interim SA Reports (PRE11):</p> <ul style="list-style-type: none"> <li>• Harborough Local Plan Options Consultation Sustainability Appraisal Interim Report (2015) (PRE11a, b and c) was available for public comment alongside the Options Consultation Paper (PRE3) during the period 18 September – 30 October 2015.</li> <li>• The Second Interim SA Report Appraising Options for the Provision of Strategic Distribution Growth (PRE11d) was published in February 2016.</li> </ul>

Activity	Statutory requirement	Guidance reference	Additional notes	Evidence provided
				<p>The SA Report (S6) brings together (and updates) the findings presented in those interim SA reports. The SA Report was published for consultation alongside the Proposed Submission Local Plan. The consultation responses received are set out in The Duly Made Representations on SA Documents (S6e). This document also comments on each representation individually. It concludes that the representations do not lead to substantial changes to the SA findings or have a significant influence on the decision making process.</p>
<p>11. Are you setting out reasons for any preferences between alternatives?</p>	<p>Regulation 8(2)</p>	<p>NPPF para 182</p>	<p>This will include Information from the sustainability appraisal.</p>	<p>Yes. The 9 alternative housing and employment growth distribution options were assessed against a number of criteria. The assessment process is summarised in the Spatial Strategy Topic Paper (TCP1). Local Plan Options Assessment and Selection Report to Executive (May 2016) (PRE10) presents the outcome of that assessment and the reasons for the</p>

Activity	Statutory requirement	Guidance reference	Additional notes	Evidence provided
				<p>selection of 4 options for further consideration. The Executive Advisory Panel Selected Spatial Options Assessment Reports (Sept 2016 and Oct 2016) (PRE6 and PRE7) set out the outcome of the assessment of the 4 Selected Options and explains the recommended preferred option.</p>
<p>12. Have you taken into account any representations made on the content of the DPD and the sustainability appraisal? Are you keeping a record?</p>	<p>Regulations 17, 18(3) and 22 (1) (c) (iv) Regulation 13(4) of The Environmental Assessment of Plans and Programmes Regulations 2004 No 1633</p>	<p>NPPF paras 150, 155, 157 and 159-171</p>	<p>Records on the sustainability appraisal should also include recording any assessment made under the Habitats Directive.</p>	<p>Yes. Section 8 of the Consultation Statement (S3) refers.</p> <p>A Habitat Regulations Assessment (S7) was prepared and published for consultation alongside the Proposed Submission Local Plan in September 2017. Appendix 12 of the Consultation Statement details the representation from Natural England, which supports the findings of the Assessment.</p>
<p>13. Where sites are to be identified or areas for the application of policy in the DPD,</p>	<p>Regulations 5 (1)(b) and 9</p>	<p>NPPF para 157</p>	<p>Regulation 2 defines the terms 'submission' and 'adopted' proposals map. A map showing</p>	<p>The Options Consultation Paper (PRE3) was subject to 6 week consultation (from 18 September to 30 October 2015). It featured a series of maps and diagrams intended to assist readers in understanding the options presented.</p>

Activity	Statutory requirement	Guidance reference	Additional notes	Evidence provided
<p>are you preparing sufficient illustrative material to:</p> <ul style="list-style-type: none"> <li>• enable you to amend the currently adopted policies map?</li> <li>• inform the community about the location of proposals?</li> </ul>			<p>changes to the adopted policies map is part of the proposed submission documents defined in Regulation 17.</p>	
<p>14. Are the participation arrangements compliant with the SCI?</p>	<p>The Act, section 19(3) Regulation 18</p>	<p>NPPF paras 150 and 155</p>		<p>Yes, participation arrangements are compliant with the 2015 SCI (S8). Chapter 3 of the Consultation Statement (S3) refers.</p>

## 1.1 5 Stage 4 - Publication

**Table 5.1 No Title**

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
1. Have you prepared the sustainability appraisal report?	The Act section 19(5). Regulation 12 of the Environmental Assessment of Plans and Programmes Regulations 2004 No 1633	NPPF paras 165 - 168 SEA Guide Chapter 5	Sustainability appraisal report.	Yes. The Sustainability Appraisal Report (Sept 2017) S6) refers.
2. Have you made clear where and within what period representations must be made?	Regulation 17, 19, 20 and 35		i. Report or record of decisions ii. The statement of community interest	Yes. This is set out in the Statement of Representations Procedure, reproduced at Appendix 7 of the Consultation Statement (S3). This was publicised on the council's website and all consultees notified by email.
3. Have you made copies of the following available for inspection: • the proposed	Regulation 19(a)		Regulation 17 gives definitions.	Yes. Copies of all the relevant documents were made available online, available at <a href="http://www.harborough.gov.uk/local-plan">http://www.harborough.gov.uk/local-plan</a> , and in hard copy in each of the locations specified in the Statement of Representations Procedure

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
submission documents? <ul style="list-style-type: none"> <li>the statement of the representations procedure?</li> </ul>				reproduced at Appendix 7 of the Consultation Statement (S3).
4. Have you published on your website the following: <ul style="list-style-type: none"> <li>the proposed submission documents?</li> <li>the statement of the representations procedure?</li> <li>statement and details of where and when documents can</li> </ul>	Regulations 19 and 35		Regulations 2 and 17 give definitions.	Yes. All the relevant documents were made available on the Council's website at: <a href="https://harborough.jdi-consult.net/ldp/index.php">https://harborough.jdi-consult.net/ldp/index.php</a> which also specified where paper copies of the Local Plan and digital copies of the evidence documents would be available during normal opening hours. The Statement of Representations Procedure is reproduced at Appendix 7 of the Consultation Statement (S3).

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
be inspected?				
<p>5. Have you sent to each of the specific consultation bodies invited to make representations under Regulation 18(1):</p> <ul style="list-style-type: none"> <li>• A copy of each of the proposed submission documents</li> <li>• The statement of the representations procedure?</li> </ul>	Regulation 19(b)		Regulations 2 and 17 give definitions	Yes. All specific consultation bodies were invited to make representation on the Proposed Submission Local Plan and sent a copy of the Statement of Representations Procedure, together with a link to each of the proposed submission documents. The notification email and letter are available at Appendix 7 of the Consultation Statement (S3).
6. Have you sent to each of the general consultation bodies invited to make representations	Regulation 19(b)		Regulations 2 and 17 give definitions	Yes. All general consultation bodies were invited to make representation on the Proposed Submission Local Plan and sent a copy of the Statement of Representations Procedure, together with a link to each of the proposed

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
under Regulation 18 (1): <ul style="list-style-type: none"> <li>• the statement of the representations procedure?</li> <li>• where and when the documents can be inspected?</li> </ul>				submission documents. The notification email and letter are available at Appendix 7 of the Consultation Statement (S3).
7. Have you requested the opinion of the regional planning body (or the Mayor in London) on the general conformity of the development plan document with the regional spatial strategy (or spatial development	The Act section 24 Regulation 21		The request must be made on the day you publish the documents under Regulation 19(a) and a response must be made within six weeks from the request (Regulation 21).	Not applicable.





Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
strategy)?				

## 1.2 6 Stage 5 - Submission

**Table 6.1 No Title**

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
1. Has the DPD been prepared in accordance with the LDS? Does the DPD's listing and description in the LDS match the document? Have the timescales set out in the LDS been met?	The Act section 19(1)		The Act section 15(2) sets out the matters specified in the LDS. As at January 2013, no further matters are prescribed in the Regulations.	Yes. The Local Development Scheme (Dec 2017) (S9) refers.
2. Has the DPD had regard to any sustainable community strategy for its area (like a county and district)?	The Act section 19(2)	NPPF para 182		Not applicable.
3. Is the DPD in compliance with the SCI (where one	The Act section 19(3) Regulation 22(1)(c)		Before the SCI is formally amended to take into account the	Yes. The preparation of the plan has been in accordance with the relevant Statement of Community Involvement (July

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
exists)? Has the council carried out consultation as described in the SCI?			changes in the regulations, you may need to set out how the community engagement that you carried out met the regulations (as amended).	2006 - PRE1) and (March 2015 - S8).
4. Have you identified and addressed any issues which are likely to have a significant impact on at least two planning areas. In doing so, have you co-operated with other local planning authorities, county councils where they are not a planning authority,LEPs, LNPs and the prescribed bodies in identifying and addressing any strategic cross-boundary issues? If you have not agreed	The Act section 33A(1) and section 20(5)	NPPF paras 181 and 182	Under NPPF para 182, the plan should be based on effective joint working on cross-boundary strategic priorities to be found 'Effective'.	Yes. The Duty to Cooperate Statement (S2) sets out how the Council has identified and addressed cross-boundary issues.

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
on the approach is there a justification?				
5. Has the DPD been subject to sustainability appraisal? Has the council provided a final report of the findings of the appraisal ?	The Act section 19(5) Regulation 22(1)(a)	NPPF para 165 SEA Practical Guide, chapter 5		Yes. The Sustainability Appraisal Report (S6) was published alongside the Proposed Submission Local Plan (S1).
6. Is the DPD to be submitted consistent with national policy ?	The Act section 19(2) and Schedule 8	NPPF para 151		Yes. The Local Plan is considered to be consistent with national policy in the National Planning Policy Framework (NPPF). This is demonstrated by the PAS Soundness self assessment checklist which has been completed and submitted alongside the Local Plan (S12).
7. Does the DPD contain any policies or proposals that are not in general conformity with the regional strategy where it still exists? If yes, is there local justification? If the LPA is a London borough or a mayoral development	The Act section 24(1)(a) and 24(4) Regulation 21	NPPF para 218 footnote 41	In London the requirement is for general conformity with the spatial development strategy (The London Plan).	Not applicable.

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
<p>corporation has it requested an opinion from the Mayor of London on the general conformity of the plan with the spatial development strategy?</p>				
<p>8. Has the council published the prescribed documents, and made them available at their principal offices and their website? Has the council notified the relevant statutory and non-statutory bodies, and all persons invited to make representations on the plan? Does the DPD contain a List of superseded saved policies?</p>	<p>The Act section 20(2), 20(3) and 20(5)(b) Regulations 8 and 19</p>	<p>NPPF para 182</p>	<p>Requirements relating to publication of the prescribed documents are listed later in this table.</p>	<p>The council has published all of the requisite documents and made them available on the website and the Council's principal offices in accordance with the Statement of Representations Procedure (reproduced at Appendix 7 of the Consultation Statement – S3). The relevant statutory and non-statutory bodies have all been notified. Section 7 and Appendix 7 of the Consultation Statement (s3) refers. Section 1.1.3 of the Proposed Submission Local Plan (S1) explains that the Local Plan entirely replaces all previously saved policies.</p>
<p>9. Are there any policies applying to sites or area by</p>	<p>Regulations 5(1) (b), 9 (1), 17 &amp; 22(1)</p>			<p>Yes. The Policies Map (S5) refers.</p>

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
reference to an Ordnance Survey map or to amend an adopted policies map? If yes, have you prepared a submission policies map?				
10. Is the DPD consistent with any other adopted DPDs for the area? If the DPD is intended to supersede any adopted development plan policies, does it state that fact and identify the superseded policies?	Regulation 8(3) and (4) Regulation 8(5)		Development Plan is defined in Section 38 of the Act.	The Local Plan will, on adoption and as specified in para. 1.1.3 of the Proposed Submission Local Plan (S1) , entirely replace the: <ul style="list-style-type: none"> <li>• Harborough District Local Development Plan Core Strategy 2006-2028; and</li> <li>• retained policies in the Harborough District Local Plan 2001.</li> </ul>
11. Have you prepared a statement setting out: <ul style="list-style-type: none"> <li>• Which bodies and persons were invited to make representations under Regulation 18?</li> </ul>	The Act section 20 (3) Regulation 22(1)(c)		This will bring forward material from the Consultation statement (see Stage 2 above).	Yes. The Consultation Statement (S3) refers.

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
<ul style="list-style-type: none"> <li>• How they were invited?</li> <li>• A summary of the main issues raised?</li> <li>• How the representations have been taken into account?</li> </ul>				
<p>12. Have you prepared a statement giving:</p> <ul style="list-style-type: none"> <li>• the number of representations made under Regulation 22?</li> <li>• a summary of the main issues raised?</li> </ul> <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <li>• that no representations were made?</li> </ul>	<p>The Act section 20(3) Regulation 22(1)(c)</p>			<p>Yes. The Consultation Statement (S3) refers.</p>
<p>13. Have you collected together all the representations made under Regulation 20?</p>	<p>The Act section 20(3) Regulation 22(1)(e)</p>			<p>Yes. Reg 20 Consultation Representations Ordered by Rep ID (S14) and Reg 20 Consultation Representations in Plan Order (S15) refer.</p>
<p>14. Have you</p>	<p>The Act section 20(3)</p>			<p>Yes, please see Evidence Library.</p>

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
assembled the relevant supporting documents?	Regulation 22(1)(g)			
15. Has your council approved the DPD for submission?			Check the LPA's constitution/standing orders for the authorisation process appropriate for the type of DPD.	Yes. Council approved submission of the Proposed Submission Local Plan (S1) on 5 March 2018. Minutes of the meeting will be available at the following link: <a href="https://cmis.harborough.gov.uk/cmis5/Meetings/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/5353/Committee/796/SelectedTab/Documents/Default.aspx">https://cmis.harborough.gov.uk/cmis5/Meetings/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/5353/Committee/796/SelectedTab/Documents/Default.aspx</a> after 24 April 2018 (or draft Minutes available upon request).
16. Have you sent the Secretary of State (the Planning Inspectorate) both a paper copy and an email of the following: <ul style="list-style-type: none"> <li>• the DPD?</li> <li>• the submission policies map (unless there are no site allocation policies)?</li> <li>• the documents prescribed in Regulation 22(1)?</li> </ul>	The Act section 20(1) and 20(3) Regulations 22(1) and 22(2)		Regulation 35 deals with the availability of documents and the time of their removal. Electronic copies of some of the representations and supporting documents may not be practicable. Regulation 35 deals with the availability of documents and the time of their removal.	In accordance with the Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2017 the following are submitted electronically: <ul style="list-style-type: none"> <li>- The Proposed Submission Local Plan (S1);</li> <li>- The Submission Policies Map (S5);</li> <li>- The Proposed Submission Sustainability Appraisal Report (S6);</li> <li>- The Consultation Statement (S3)</li> <li>- Reg 20 Consultation Representations Ordered by Rep ID (S14) and Reg 20 Consultation Representations in Plan Order (S15);</li> <li>- The Duty to Cooperate Statement (S2);</li> <li>- The Schedule of Modifications (S4);</li> <li>- Habitat Regulations Assessment (S7);</li> </ul>



Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
				<ul style="list-style-type: none"> <li>- The Statement of Community Involvement (S8);</li> <li>- The Local Development Scheme (S9);</li> <li>- Equalities Impact Assessment (S10);</li> <li>- Annual Monitoring Report (S11);</li> <li>- PAS Soundness Self –Assessment (S12);</li> <li>- PAS Legal Compliance self-assessment (S13);</li> <li>- The Examination Library.</li> </ul>
<p>17. Have you made the following available at the same places where the proposed submission documents were to be seen:</p> <ul style="list-style-type: none"> <li>• The DPD?</li> <li>• The documents prescribed in Regulation 22(1)?</li> </ul>	Regulation 22(3)		You should do this as soon as reasonably practicable after submission.	Forthcoming
<p>18. On your website, have you published the:</p> <ul style="list-style-type: none"> <li>• DPD?</li> <li>• submission policies map?</li> </ul>	Regulation 22(3) and 35(1)(b)		You should do this as soon as reasonably practicable after submission.	Forthcoming

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
<ul style="list-style-type: none"> <li>• sustainability appraisal report?</li> <li>• Regulation 22(1)(c) statement?</li> <li>• supporting documents (where practicable) ?</li> <li>• representations made under Regulation 20 (where practicable) ?</li> <li>• statement as to where and when the DPD and the documents are available?</li> </ul>				
<p>19. For each general consultation body invited to make representations under Regulation 18(1), have you sent:</p> <ul style="list-style-type: none"> <li>• notification that the documents prescribed in</li> </ul>	Regulation 22(3)(b)		You should do this as soon as reasonably practicable after submitting to the Secretary of State.	Forthcoming

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Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
<p>Regulation 22(3)(a)(i)-(iii) are available for inspection</p> <ul style="list-style-type: none"> <li>• where and when they can be inspected?</li> </ul>				
<p>20. Have you given notice to persons who have requested to be notified that submission has taken place?</p>	<p>Regulation 22(3)(c)</p>		<p>You should do this as soon as reasonably practicable after submitting to the Secretary of State.</p>	<p>Forthcoming</p>
<p>21. If an examination is being held, at least six weeks before its opening has the Programme Officer published the time and place of the examination and the name of the person appointed to carry out the examination on your website?</p> <ul style="list-style-type: none"> <li>• notified those who</li> </ul>	<p>The Act section 20 Regulations 24 and 35</p>			<p>Forthcoming</p>

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Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
have made representations on the published DPD which have not been withdrawn of these details?				

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