

## Appendix 1 – Regulatory Process for the Preparation of NDP

Key Stage / Process	Action
1. Neighbourhood Area Designation	Parish/Town Council or Neighbourhood Forum apply to Solihull Council for Area designation
2. Pre-Submission Consultation	6 week consultation on draft Neighbourhood Plan undertaken by the local community
3. Submission	Neighbourhood Plan formally submitted to Solihull Council
4. Technical Compliance Check	Local planning authority check that all regulatory procedures have been followed
5. Publication	6 week consultation undertaken by Solihull Council
6. Examination	Solihull Council send Neighbourhood Plan to independent examination
7. Plan Proposal Decision	Solihull Council considers examiners report, including any recommended modifications and if satisfied with the Plan proposal, proceed to referendum
8. Referendum	Organised and funded by Solihull Council. Where 50% or more of those voting are in favour of the draft Neighbourhood Plan, it must be 'made' by the local authority and it then forms part of the statutory Development Plan.