

Stage & Task	When	Relevant Information & Documents
NEIGHBOURHOOD AREA		
Designation of Neighbourhood Area by Local Planning Authority	16 July 2012	Cophorne (Worth) Designation Confirmation Letter 16 July 2012
Establish a steering group	November 2013	
BUILDING THE EVIDENCE BASE & WRITING THE PLAN		
Develop and refine the issues, vision, aims and objectives as result of the ongoing engagement programme and evidence gathering. Prepare draft Neighbourhood Plan.	2014 - 2016	
FIRST REGULATION 14 CONSULTATION & CONSIDERATION OF COMMENTS		
Regulation 14 Consultation	14 th March 2017 - 28 th April 2017	Consultation documents: <ul style="list-style-type: none"> - Overview - Cophorne Neighbourhood Plan - Sustainability Report & Sustainability Appraisal (Incorporating Strategic Environmental Assessment) - Representation Form
Consider responses to Reg.14 Consultation	May 2017 – July 2017	
<i>Following a review of the Regulation 14 consultation responses it was clear that additional evidence was required to support the policies in the plan and that the plan would need a second Reg.14 consultation before it could progress to submission. The process as it continued is set out below...</i>		
PREPARATION OF UPDATED EVIDENCE		
Character Appraisal	December 2018 – May 2019	
Review of Local Heritage	November 2019 – February 2020	
Review of Open Space	November 2019 – February 2020	

UPDATE COPTHORNE HOUSING SURVEY

Preparation of survey.	January 2019 – June 2019	
Consultation period.	July 2019 - August 2019	Consultation documents: - Housing Survey
Data entry & analysis of results	September 2019 – February 2020	

POLICY OPTIONS CONSULTATION

Preparation of consultation material.	February 2020	
Consultation period.	March 2020	

PREPERATION OF REG.14 PLAN

Consideration of all consultation responses	April 2020	
Drafting of Copthorne Neighbourhood Plan	March 2020 – 5 th May 2020	
Publish N.Plan & other Reg.14 Consultation documents.	5 th May 2020	
Parish Council approval to progress to Reg.14 Consultation	11 th May 2020	

SECOND REGULATION 14 CONSULTATION

Consultation period	15 th May 2020 - 26 th June 2020	
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MOVING TOWARDS SUBMISSION

Consider responses to Reg.14 Consultation	July 2020	
Make relevant amendments to plan as a result of pre-submission consultation	July 2020	
Prepare basic conditions statement	June & July 2020	
Prepare consultation statement	June & July 2020	
Publish Submission documents.	14 th July 2020	
Parish Council approval to submit neighbourhood plan	20 th July 2020	
Submit plan and associated documents required to the Local Planning Authority	Friday 24 th July 2020	

INDEPENDENT EXAMINATION

Meet with Local Planning Authority to discuss appointment of examiner and timescales for referendum	TBC	
Regulation 16 consultation (minimum 6 weeks and led by the Local Planning Authority)	TBC	
Examination	TBC	
Examiners report published	TBC	
Meetings/discussions with Local Planning Authority on the suggested recommendations and modifications to the plan (if any) within the examiner's report and next steps	TBC	
REFERENDUM		
Publication of pre-Referendum information and documents	TBC	
Referendum	TBC	
Publication of Referendum decision	TBC	
Neighbourhood plan is 'made'	TBC	