

Bournemouth, Dorset and Poole Draft Mineral Sites Plan

Legal Compliance Checklist - Updated March 2018

This checklist is based on **Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2012**.

Glossary:

"Act" means the **Planning and Compulsory Purchase Act 2004 (as amended)**

"NPPF" means the **National Planning Policy Framework** published March 2012

"Regulations" means the **Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2012**

LDS means **Local Development Scheme**

SCI means **Statement of Community Involvement**

DPD means **Development Plan Document**

Stage one: The early stages

Where the 'possible evidence' column refers to a document that will not be complete until a later stage (for example, the sustainability appraisal report), documents that will contribute to that report are relevant at the earlier stages. This way, the submitted report provides the evidence at submission, with an audit trail back to its source.

In terms of legal compliance, the main issues for the early stage are in relation to:

- planning for community engagement
- planning the sustainability appraisal (including consultation with the statutory environment consultation bodies)
- identifying significant cross boundary and inter-authority issues
- ensuring that the plan rests on a credible evidence base, including meeting the Act's requirement for keeping matters affecting the development of the area under review.

Regulation 17 notes that a statement setting out which bodies and people the council invited to make representations under Regulation 18 is one of the proposed submission documents. In this tool, the term 'consultation statement' is used to describe this statement.

Section 33A of the Act (introduced by the Localism Act 2011) introduces a duty to cooperate as a mechanism to ensure that local planning authorities and other bodies engage with each other on issues which are likely to have a significant effect on more than one planning area. This pervades every stage of the plan preparation. A plan may be found unsound if a council cannot show that it has taken reasonable steps to comply with the duty.

Stage one: The beginning

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	<p>i. The adopted LDS at the time of commencement, publication and submission of the DPD</p> <p>ii. The relevant authority monitoring report (if changes need to be explained)</p>	<p>The Bournemouth, Dorset and Poole Mineral Sites Plan (Draft Mineral Sites Plan – DMSP) (MSPSD-01) (originally referred to as the Minerals Site Allocations Document – MSAD) (MSDCC-01) has been identified in each iteration of the MWDS including the current (2017) revision of milestones.</p> <p>Compliance with the timetable provided in the Minerals and Waste Development Scheme is recorded in the Annual Monitoring Report(s) MSDCC-67 to MSDCC-69</p>
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.	<p>Community engagement has been undertaken in accordance with the original Statement of Community Involvement (SCI) (March 2007) and the current revised SCI (April 2013) (MSDCC-32).</p> <p>Bournemouth and Poole have their own SCI's. Bournemouth's SCI (MSDCC-34) was originally adopted in December 2006 and revised and adopted in January 2015. Poole's SCI (MSDCC-33) was adopted in February 2006 and a revised version adopted in December 2015.</p> <p>Consultation and public participation on the DMSP are subject to the provisions of the Dorset County Council SCI. The County Council has liaised with Bournemouth and Poole to ensure that consultation on Plans covered by their SCI are up-to-date with the two authorities own SCI commitments where appropriate.</p> <p>Further detail is provided in the Statement of Consultation (MSPSD-05)</p>
3. Have you considered the appropriate bodies you should consult?	Regulation 18	NPPF paras 4.25 -4.26	<p>Regulation 2 defines the general and specific consultation bodies.</p> <p>The possible evidence may duplicate each other. Only use what you need to.</p>	<p>The required consultation work has been undertaken in accordance with the SCI (MSDCC-32) , including the bodies/consultees to be consulted and the various approaches that could be used in consultation.</p> <p>The more specific approaches taken are set out in the Statement of Consultation (MSPSD—05)</p> <p>Representations received at previous consultation stages have been published, with officer responses to indicate how plan development has been shaped through public/stakeholder involvement.</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?	The Act section 33A(1)(a) and (b), section 33A(3)(d) (e) & (4) The Act Section 20(5)(c)	NPPF paras 178 to 181 (which comprise the guidance referred to in the Act section 33A(7))	Section 33A(4) defines a "strategic matter".	<p>A number of the strategic issues regarding minerals planning have already been addressed through the Minerals Strategy 2014 (MSDCC-54). The remaining strategic issues essentially relate to the identification and allocation of minerals sites and other options to ensure future supply of minerals.</p> <p>Both the Minerals Strategy and the DMSP are jointly prepared by Dorset County Council on behalf of Poole/Bournemouth Councils.</p>

Activity	Legal requirement	Guidance reference	Additional notes	Evidence Provided
	Regulation 4	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	Under section 33A(6) the required engagement includes considering joint approaches to the plan making activities (including the preparatory 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).	The Duty to Cooperate Statement (MSPSD—06) sets out how the Mineral Planning Authority has involved neighbouring authorities and other relevant bodies/stakeholders with a statutory responsibility in minerals planning in the preparation of the DMSP. The Statement of Consultation (MSPSD—05) provides more detail on which bodies/stakeholders were consulted, and how they were consulted.
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 priorities that will have a significant impact on at least two planning areas?	The Act section 33A(1)(c) and section 33A(9), section 33A(3)(d) and (e) The Act section 20(5)(c). Regulation 4	NPPF paras 178 to 181	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). Under section 33A(6) the required engagement includes consulting on joint approaches to relevant activities.	The Duty to Cooperate Statement (MSPSD—06) sets out how the Mineral Planning Authority has involved neighbouring authorities and other relevant bodies/stakeholders with a statutory responsibility in minerals planning in the preparation of the DMSP. The Statement of Consultation (MSPSD—05) provides more detail on which bodies/stakeholders were consulted, and how they were consulted. Both these documents make reference to the Dorset local enterprise partnership (LEP) (MSDCC-60 to 64) and the local nature partnerships (LNP) (MSDCC-65)
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 section 13	NPPF paras 158 - 177		Some of the key issues i.e. quantum and general spatial location of mineral supply, have already been addressed through the adopted Minerals Strategy (MSDCC-54). Development of the DMSP has been informed by a series of further evidence papers and assessments, including; <ul style="list-style-type: none"> • Sustainability Appraisal (MSPSD—03) and site assessments (MSDCC-11 to 30) • Habitats Regulations Assessment (MSPSD—07) • Topic Papers e.g. Puddletown Road Policy Area (MSDCC-59) • Local Aggregates Assessments (MSDCC-46 to 51) • Transport Modelling in Moreton/Crossways area (MSDCC-35 and 36) • Heritage Assessment (MSDCC-37 to 42) • Strategic Flood Risk Assessment (MSPSD—09) The Duty to Cooperate Statement (MSPSD—06) provides evidence of community engagement and the Statement of Consultation (MSPSD—05) describes the consultation work.

Activity	Legal requirement	Guidance reference	Additional notes	Evidence Provided
				<p>The DMSP includes a chapter setting out how the policies of the Plan will be implemented and monitored</p> <p>The Annual Monitoring Report MSDCC-67 to MSDCC-69 will record progress with implementation of the Plan, indicating if/when a review might be needed.</p>
<p>7. Is baseline information being collected and evidence being gathered to set the framework for the sustainability appraisal?</p>	<p>The Act section19(5)</p>	<p>NPPF paras 165 and 167</p> <p>Strategic Environmental Assessment Guide, chapter 5</p>		<p>The 2014 Minerals Strategy (MSDCC-54) is supported by Sustainability Appraisal (MSDCC-55) which is in turn based on the Sustainability Appraisal Scoping Report.</p> <p>Appendix 1 of the Minerals Strategy sets out 25 Site Assessment Criteria reflecting the Scoping Report framework and used to assess all potential site allocations considered through the preparation of the DMSP. Data is collected for each site, to respond to the criteria and assess each nominated site allocation proposal.</p> <p>The DMSP is supported by the 2015 Sustainability Appraisal Scoping Report and various iterations of the Draft Sustainability Appraisal report itself (MSPSD—03).</p> <p>The 2015 Scoping Report, with accompanying Topic Papers (MSDCC-66 and see also: https://www.dorsetforyou.gov.uk/article/354652/Sustainability-appraisal--minerals-and-waste for the separate topic papers) reviewed all the relevant evidence sources to set the framework for the Sustainability Appraisal, including identifying the Sustainability Objectives. These have been used in the various iterations of the Draft Sustainability Appraisal of the DMSP.</p>
<p>8. Have you consulted the statutory environment consultation bodies for five weeks on the scope and level of detail of the environmental information to be included in the sustainability appraisal report?</p>	<p>Regulations 9 and 13 of The Environmental Assessment of Plans and Programmes Regulations 2004 No 1633.</p>	<p>NPPF paras 165 and 167</p> <p>SEA Guide chapter 3</p>	<p>The Strategic Environmental Assessment consultation bodies are also amongst the 'specific consultation bodies' which are defined in Regulation 2).</p>	<p>As part of the preparation of the 2015 Sustainability Appraisal Scoping Report (MSDCC-66), the relevant statutory bodies were invited to comment, along with the LEP, LNP and Homes and Communities Agency.</p> <p>Other stakeholders were also welcome to review and comment on the scope of the SA.</p> <p>During the consultation, responses were received from the Environment Agency, Dorset Wildlife Trust and English Heritage.</p>

Stage two: Plan preparation - frontloading phase

Information assembled during this phase contributes to:

- showing that the procedures have been complied with
- demonstrating cooperation with statutory cooperation bodies
- developing alternatives and options and appraising them through sustainability appraisal and against evidence.

The council should record actions taken during this phase as they will be needed to show that the plan meets the legal requirements. They will also show that a realistic and reasonable approach has been taken to plan preparation.

Stage two: Plan preparation

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
<p>1. Have you notified:</p> <ul style="list-style-type: none"> the specific consultation bodies? the general consultation bodies that have an interest in the subject of the DPD and invited them to make representations about its contents? 	<p>Regulation 18(1) and (2)(a) (b)</p>	<p>NPPF paras 159 – 173</p>	<p>Specific and general consultation bodies are defined in Regulation 2.</p>	<p>The Statement of Community Involvement sets out who will be consulted and how.</p> <p>The Duty to Cooperate Statement sets out how the Mineral Planning Authority has involved neighbouring and other authorities and other relevant bodies/stakeholders with a statutory responsibility in minerals planning in the preparation of the DMSP.</p> <p>The Statement of Consultation (MSDCC-32) provides more detail on which bodies/stakeholders were consulted, and how they were consulted.</p> <p>The responses received to various consultations have been reviewed and responded to (for site specific comments, the key issues have been identified and responded to)</p>
<p>2. Are you inviting representations from people resident or carrying out business in your area about the content of the DPD?</p>	<p>Regulation 18(1) and (2)(c)</p>	<p>NPPF paras 159 – 173</p>		<p>The Statement of Community Involvement (MSDCC-32) sets out who will be consulted and how.</p> <p>The Duty to Cooperate Statement (MSPSD—06) sets out how the Mineral Planning Authority has involved neighbouring and other authorities and other relevant bodies/stakeholders in the preparation of the DMSP.</p> <p>The Statement of Consultation (MSPSD—05) provides more detail on which bodies/stakeholders were consulted, and how they were consulted.</p> <p>The responses received to various consultations have been reviewed and responded to (for site specific comments, the key issues have been identified and responded to) and are available for viewing.</p>
<p>3. Are you engaging with stakeholders responsible for delivery of the strategy?</p>	<p>Regulation 18</p>	<p>NPPF para 155</p>	<p>NPPF paras 160-171 4.29 give examples of relevant bodies which should be consulted.</p>	<p>The DMSP is primarily intended to identify mineral site allocations, to allow future mineral supply. These are implemented primarily by the mineral operators, and a dialogue has been established and maintained with the various operators (and/or landowners, or their agents) promoting sites.</p>

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
				<p>Other policies e.g. safeguarding of existing sites are implemented by local planning authorities. They have been consulted, and meetings have been held with them.</p> <p>The Statement of Community Involvement (MSDCC-32) sets out who will be consulted and how.</p> <p>The Duty to Cooperate Statement (MSPSD—06) sets out how the Mineral Planning Authority has involved neighbouring and other authorities and other relevant bodies/stakeholders in the preparation of the DMSP. The Duty to Cooperate statement includes a list of meetings that took place as part of plan preparation, including meetings with mineral operators.</p> <p>The Statement of Consultation (MSPSD—05) provides more detail on which bodies/stakeholders were consulted, and how they were consulted.</p> <p>The responses received to various consultations have been reviewed and responded to (for site specific comments, the key issues have been identified and responded to) and are available for viewing.</p>
4. Are you taking into account representations made?	Regulation 18(3)	NPPF para 155	<p>Evidence from participation is part of the justification. Show how you have taken representations into account.</p> <p>Consultation statement</p> <p>Any reports on the selection of alternatives and options for the DPD</p>	<p>The Statement of Consultation MSPSD—05 and the Duty to Cooperate Statement MSPSD—06 provide more information on how the Mineral Planning Authority has involved consultees/stakeholders, including information on the various stages of plan preparation and consultation.</p> <p>The responses received to various consultations (2013-14; 2015; 2016) MSDCC-05 to MSDCC-10 have been reviewed and responded to (for site specific comments, the key issues have been identified and responded to) and are available for viewing.</p> <p>They indicate how the Mineral Planning Authority is responding to comments made and issues raised.</p> <p>The Sustainability Appraisal MSPSD—03 describes all the options – the various site options – and the assessment of each site is based on comments received at consultation and otherwise, influencing the final decision on various site proposals.</p>

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
				The input of statutory consultees is also relevant e.g. Natural England's influence on the development of the Aggregates Area of Search.
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	Consultation statement Any reports on the selection of alternatives and options for the DPD Sustainability appraisal report	The higher level spatial/strategic issues, including consideration of alternatives, have been dealt with through the Minerals Strategy MSDCC-54. The alternatives under consideration for the DMSP are selection of the most suitable/sustainable sites which will provide the required mineral supply with least environmental impacts. The Statement of Consultation MSPSD--05 describes the consultation and preparation process followed and indicates how the site options changed after each stage of consultation. The responses received to various consultations (2013-14; 2015; 2016) MSDCC-05 to MSDCC-10 have been reviewed and responded to (for site specific comments, the key issues have been identified and responded to) and are available for viewing. They indicate how the Mineral Planning Authority is responding to comments made and issues raised. The Sustainability Appraisal Report MSPSD—03 dealing with sites alternatives is based on the site assessments carried out e.g. MSDCC-11 to MSDCC-30, which are themselves based on comments made by specialist consultees.
6. Is the participation: <ul style="list-style-type: none"> • following the principles set out in your SCI? • integrating involvement with the sustainable community strategy? • proportionate to the scale of issues involved in the DPD? 	The Act section19(3)	NPPF para 155	Consultation Statement The SCI The relevant sustainable community strategies	All consultations are fully compliant with the Statement of Community Involvement MSDCC-32 as documented in the Statement of Consultation MSPSD--05. The Minerals Strategy MSDCC-54 refers to local Community Strategies (MSgy 2014 pp.16-17) and picks out areas of common interest with minerals planning.
7. Are you keeping a record of: <ul style="list-style-type: none"> • the individuals or bodies invited to make representations? • how this was done? • the main issues raised? 	The Act section20(3) Regulation 17	NPPF paras 158 - 171	You will need to submit a statement of representations under Regulation 22 (1) (c): see Submission stage below. Regulation 35 deals with the availability of documents and the time of their removal. Consultation statement	The Statement of Consultation MSPSD--05 summarises the main stages of consultation of the Plan, including who was consulted and how. Details of who was consulted at each stage can be made available as required. Dorset County Council use the Objective Consultation System to run its consultations

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
			<p>Reports by the council on the consultation</p> <p>Copies of representations and relevant correspondence</p> <p>Technical reports on the engagement process</p>	<p>and keep a record of documents and comments made. These remain available online .</p> <p>The issues raised through each consultation are been reported in separate reports of representations . Comments made to policies and text are reported verbatim. A separate report lists the key issues raised to site options. In both cases an officer response to the issues raised is included.</p>
<p>8. Are you inviting representations on issues that would have significant impacts on both your areas from another local planning authority?</p> <p>Or county issues from an affected county council that is not a planning authority?</p> <p>Or significant cross-boundary issues and strategic priorities of a body prescribed under Section 33A(1)(c)?</p>	<p>The Act section 33A(1)(a) (b) and (c), section 33A(3)(d) & (e)</p> <p>section 33A(4)</p> <p>section 33A(9)</p> <p>The Act section 20 (5)(c)</p>	<p>NPPF paras 178 to 181</p>	<p>Section 33A(3)(d) and (e) requires cooperation on significant cross-boundary issues before and during plan preparation.</p> <p>Section 33A(2) requires you to engage constructively, actively and on an ongoing basis.</p> <p>Consultation statement</p> <p>Reports by the council on the consultation</p> <p>Copies of representations and relevant correspondence</p> <p>Technical reports on the engagement process</p>	<p>The Minerals Strategy 2014 MSDCC-54 considered cross boundary issues and supply in terms of strategic supply of minerals for both Bournemouth, Dorset and Poole and for other Mineral Planning Authorities further away.</p> <p>As previously noted the DMSP primarily focusses on identification of sites, and all local planning authorities and neighbouring Mineral Planning Authorities have been consulted and involved in preparation of the DMSP. The Statement of Consultation MSPSD--05 and Duty to Cooperate Statement MSPSD--06 record who was consulted and how.</p> <p>The issues raised through each consultation have been reported in separate reports of representations. Comments made to policies and text are reported verbatim. A separate report lists the key issues raised to site options. In both cases an officer response to the issues raised is included.</p>
<p>9. Are you inviting representations on cross-boundary issues and strategic priorities from a local enterprise partnership (LEP) or a local nature partnership (LNP)?</p>	<p>The Act section 33A(1)(c) and Section 33A(9).</p> <p>The Act section 20(5) (c).</p> <p>Regulation 4</p>	<p>NPPF paras 178 to 181</p>	<p>Section 33A(3)(d) and (e) requires cooperation on significant cross-boundary issues before and during plan preparation.</p> <p>Section 33A(2) requires you to engage constructively, actively and on an ongoing basis.</p> <p>Consultation statement</p> <p>Reports by the council on the consultation</p> <p>Copies of representations and relevant correspondence</p> <p>Technical reports on the engagement process</p>	<p>Representations have been sought from the LEP and LNP throughout Plan preparation e.g. see MSDCC-60 to MSDCC-65.</p> <p>The Statement of Consultation MSPSD--05 and Duty to Cooperate Statement MSPSD--06 record who was consulted and how.</p> <p>Detail of the engagement with the two specific bodies is available if required.</p>

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
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. Sustainability appraisal report The authority monitoring report Reports or documents setting out the appraisal and monitoring framework	The Minerals Strategy 2014 MSDCC-54 includes a monitoring framework (Chapter17). The Annual Monitoring Reports MSDCC-67 to MSDCC-69 set out how the Minerals Strategy 2014 has been monitored and what the outcomes of monitoring are. The DMSP also includes an Implementation and Monitoring Framework, setting out how the Plan will be monitored and what the various trigger points for a partial/full review are. Future AMRs will monitor the Mineral Sites Plan.

Stage three: Plan preparation - formulation phase

This stage has many legal matters, for process and content, to address. The council should be beginning to formulate the preferred strategy for the local plan or supplementary planning document with which the council chooses to address Regulation 18 requirements, using the information gathered and previous collaborative work with stakeholders.

Para 182 of the NPPF makes it clear that explicit consideration of alternatives is a key part of the plan making process.

You should evaluate the reasonable alternatives identified in 'stage two: frontloading phase – plan preparation' phase against the:

- completed body of information from evidence gathering
- results of sustainability appraisal
- findings from community participation
- findings from engagement with statutory cooperation bodies.

This may be written up as a preferred strategy report. The results of participation on the preferred strategy and an accompanying sustainability report will enable the council to gauge the community's response and receive additional evidence about the options. The council can then decide whether, and how, the preferred strategy and policies should be changed for publishing the finished DPD.

Alternatives developed from the evidence and engagement during the frontloading stage need to be appraised to decide on the preferred strategy. Participation will also need to be carried out on it.

These matters need to be considered, and dealt with, in good time, and not left until publication. Supporting documents will assist in providing evidence that decisions on alternatives and strategy are soundly based. These documents will, in due course, become part of the proposed submission documents in stage four.

The council should tell all parties that this is the main participation opportunity on the emerging plan.. The publication stage is a formal opportunity for anyone to comment on an aspect of the DPD's soundness, and to propose a change to the plan accordingly. The more effectively this message is put across, the lower the chance of late changes being brought forward following publication.

Stage three: Plan preparation – writing the plan

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
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).	The Vision and Objectives for mineral provision for Bournemouth, Dorset and Poole have been established through the Minerals Strategy 2014 MSDCC-54 , with its supporting evidence base (available as required). The Minerals Strategy MSDCC-54 also sets out the spatial strategy (where appropriate) for each mineral, including the

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
			Documents supporting decisions on alternatives and any preferred strategy	<p>quantum of provision and general spatial location for future extraction sites. Developing these involved the consideration of options.</p> <p>For the DMSP, options primarily focussed on identifying sites for future minerals supply. There have been three (or four) stages of Plan development/refinement, each with its associated evidence base and report of consultation comments/issues raised.</p> <p>The Minerals Site Allocations Document (MSDCC-01) and the Mineral Sites Plan Consultation Document 2013/2014 (MSDCC-02) were essentially the Options document(s), setting out the full range of proposed sites with some assessment work included but no removal of any sites at this stage. Key issues raised were identified and responded to by officers .</p> <p>The Mineral Sites Plan 2015 MSDCC-03 was a Draft Plan, with proposed site allocations, and aggregates Area of Search and other non-site specific provisions. It included evidence documents (e.g. Sustainability Appraisal, Habitat Regulations Appraisal Screening, site assessments). Responses to consultation, including specific issues raised on sites, are recorded (MSDCC-08 and 09).</p> <p>The Draft Mineral Sites Plan Update 2016 MSDCC-04 was only an update to some of the site and other options, including new sites not yet seen and others previously indicated as possibly not needed. It included evidence documents (e.g. Sustainability Appraisal, Habitat Regulations Appraisal Screening, site assessments). Responses to consultation, including specific issues raised on sites, are recorded MSDCC-08 and MSDCC-10.</p> <p>The Statement of Consultation MSPSD—05 includes a table showing how the sites options have emerged and changed during the process of plan preparation.</p>
<p>2. Have you assessed alternatives against:</p> <ul style="list-style-type: none"> consistency with national policy? general conformity with the regional spatial strategy where still in force? 	The Act section 19 (2), section 24	NPPF para 151	<p>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 during preparation of the DPD.</p> <p>Supporting documents</p>	<p>Development of the Minerals Plan, including reasonable alternatives, has been informed by consideration of policy and guidance at the European, national and regional levels (e.g. Sustainability Appraisal Scoping Report MSDCC-66 and see also: https://www.dorsetforyou.gov.uk/article/354652/Sustainability-appraisal---minerals-and-waste for the separate topic papers.</p> <p>The Draft Mineral Sites Plan has been assessed for consistency with the National Planning Policy Framework and National Planning Practice Guidance through the Soundness Self-Assessment checklist MSDCC-45 and MSDCC-56 and is considered to be consistent with national policy.</p>

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
				The RSS (RPG10) was revoked with effect from 20th May 2013, long before preparation of the Draft Mineral Sites Plan Pre-submission Consultation.
<p>3. Are you having regard to (where relevant):</p> <ul style="list-style-type: none"> • adjoining regional spatial strategies? • the spatial development strategy for London? • Planning Policy for Wales? • the National Planning Framework for Scotland? 	<p>The Act sections 19 (2) and 24 (1) and (4)</p> <p>Regulation 10 and 21</p>		<p>Where the regional strategy has been revoked you should record that fact.</p> <p>Supporting documents</p> <p>Correspondence with the Mayor of London, relevant Welsh or Scottish regional planning bodies (as appropriate)</p> <p>CLG notice of revocation of the regional strategy ???</p>	<p>The RSS (RPG10) was revoked with effect from 20th May 2013, long before preparation of the Draft Mineral Sites Plan Pre-submission Consultation. The other RSSs are also revoked. The Mineral Planning Authority has prepared the DMSP in cooperation with surrounding planning authorities,</p> <p>The Duty to Cooperate Statement MSPSD--06 records how other planning authorities have been involved in the process of developing the Mineral Sites Plan. The Statement of Consultation MSPSD--05 describes when and how consultation was carried out.</p> <p>Dorset County Council as Mineral Planning Authority consults Hampshire County Council as neighbouring planning authority; the South East Aggregates Working Party is also consulted on the Local Aggregates Assessment MSDCC-46 to MSDCC-51 prepared annually.</p> <p>Although some aggregate from Dorset goes to London and a limited amount to Wales, it is not considered necessary to specifically consult or correspond with the London Mayor or the Welsh planning body.</p>
<p>4. Are you co-operating with other local planning authorities including counties, to address significant cross boundary issues?</p> <p>Have you discussed doing joint local development documents?</p>	<p>The Act section 33A(2)(a)</p> <p>Section 33A(6)(a)(b)</p> <p>Section 20(5) (c)</p>	<p>NPPF paras 181 and 185</p>	<p>Supporting documents</p> <p>Correspondence with LPA/County Council</p>	<p>The DMSP is being prepared jointly with Bournemouth and Poole Councils. Dorset County Council is preparing the Plan on behalf of Bournemouth and Poole Councils under the terms of a service level agreement.</p> <p>With regard to mineral planning, some of the key cross-boundary issues (i.e. quantum of supply of mineral) have already been addressed through the adopted 2014 Minerals Strategy MSDCC-54.</p> <p>The DMSP is intended to deliver the already agreed mineral strategies – the most relevant cross boundary issues are where potential site allocations are close to the boundary with neighbouring Mineral Planning Authorities, or local planning authorities within/around Bournemouth, Dorset and Poole.</p> <p>All such authorities have been consulted and engaged with as part of the preparation of the DMSP. The Duty to Cooperate Statement MSPSD--06 and Statement of Consultation MSPSD--05 record how this was achieved.</p> <p>Dorset County Council (representing the Borough of Poole and Bournemouth Borough Council) is a member of the South West Aggregates Working Party (AWP) and regularly meets with the other Mineral Planning Authorities in the south west to discuss issues of aggregate supply.</p>

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
				<p>Each annual Local Aggregates Assessment MSDCC-46 to MSDCC-51, the findings of which normally sets the level of aggregate production, is circulated to the SW AWP. Hampshire County Council, not in the South West AWP, is also consulted over the Local Aggregates Assessment, as is the rest of the South East AWP.</p> <p>A letter was sent to the Mineral Planning Authorities identified in the 2014 Aggregates Survey as receiving aggregate from Dorset, informing them of the current level of supply as established by the most recent Local Aggregates Assessment, prior to production of the Plan. Details are recorded in the Duty to Cooperate Statement MSPSD—06.</p>
<p>5. Are you cooperating with a person prescribed for the purposes of Regulation 33A(1)(c) to address significant cross boundary issues including preparing joint approaches?</p>	<p>The Act section 33A(2)(a), section 33A(6)(a)</p> <p>The Act section 20 (5) (c)</p> <p>Regulation 4</p>	<p>NPPF paras 181 and 182</p>	<p>The bodies prescribed by The Act section 33A(1)(c) are set out at Regulation 4 (1).</p> <p>Supporting documents</p> <p>Correspondence with prescribed bodies</p>	<p>The Duty to Cooperate Statement MSPSD--06 sets out how the Mineral Planning Authority has engaged with all the relevant bodies and the Statement of Consultation MSPSD--05 describes how this was done.</p> <p>The list of meetings carried out by officers as part of the preparation of the Plan are recorded in the Duty to Cooperate Statement MSPSD--06.</p>
<p>6. Are you cooperating with having regard to the activities of the LEP and LNP?</p>	<p>The Act section 33A(2)(b) and section 33A(9). Regulation 4 (2)</p>	<p>NPPF para 181 and 182</p>	<p>Supporting documents</p> <p>Correspondence with LEP/LNP</p>	<p>The Duty to Cooperate Statement MSPSD--06 sets out how the Mineral Planning Authority has engaged the Dorset LEP and LNP; see also MSDCC-60 to MSDCC-65.</p>
<p>7. Are you having regard to:</p> <ul style="list-style-type: none"> • your sustainable community strategy or of other authorities whose area comprises part of the area of the council? • any other local development documents adopted by the council? 	<p>The Act section 19(2)</p>			<p>The 2014 Minerals Strategy MSDCC-54 refers to local Community Strategies (Minerals Strategy 2014 pp.16-17) and picks out areas of common interest with minerals planning.</p>
<p>8. Do you have regard to other matters and relevant strategies relating to:</p> <ul style="list-style-type: none"> • resources • the local/regional economy • the local transport plan and transport facilities and services • waste strategies • hazardous substances 	<p>The Act section 19(2)</p> <p>Regulation 10</p>		<p>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> <p>Supporting documents</p>	<p>A number of strategies and documents were referred to in the preparation of the 2015 Sustainability Appraisal Scoping Report MSDCC-66 and see also: https://www.dorsetforyou.gov.uk/article/354652/Sustainability-appraisal---minerals-and-waste for the separate topic papers.</p> <p>The adopted Minerals Strategy 2014 also took into consideration a number of policy documents, particularly in the preparation of Chapter 3 of the Minerals Strategy 2014. References are recorded in the Minerals Strategy Examination</p>

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
			Correspondence with the relevant bodies	Library (https://www.dorsetforyou.gov.uk/mcs/examination-library)
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		<p>The issue of climate change was specifically addressed in the 2014 Minerals Strategy 2014 MSDCC-54, in Chapter 6. The requirements of this chapter, including Policy CC1 on requiring climate change assessments for minerals developments, are applicable to the specific site proposals of the DMSP.</p> <p>Policy DM-3 of the Minerals Strategy 2014 includes reference to flooding, and Policy RS-1 of the Minerals Strategy 2014 refers to climate change mitigation through after-use of restored mineral sites.</p> <p>Climate change is also addressed through various site assessment criteria as set out in Appendix 1 of the 2014 Minerals Strategy (e.g. on flooding, carbon emissions); the Sustainability Appraisal Scoping Report and the Sustainability Appraisal itself MSDCC-55.</p> <p>These are all relevant to both site identification and determination of applications for new mineral sites.</p>
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	<p>Regulation13 of The Environmental Assessment of Plans and Programmes Regulations 2004 No 1633 sets out the consultation procedures.</p> <p>Reports on the sustainability of alternatives</p> <p>Record of work undertaken on sustainability appraisal</p> <p>Supporting documents</p>	<p>The 2013-14 Mineral Sites Plan (Options) paper set out all the sites nominated as potential options. There was no integrated Sustainability Appraisal Report prepared, but all the site assessment forms (based on the site assessment criteria, in turn based on Sustainability Objectives) resulting from preliminary assessment of the site nominations were included. These underwent full consultation, as recorded in the Statement of Consultation MSPSD--05</p> <p>The 2015 Draft Mineral Sites Plan MSDCC-03 included a Draft Sustainability Appraisal along with the separate site assessments. All went to full consultation, as recorded in the Statement of Consultation MSPSD--05</p> <p>The 2016 Update MSDCC-04 also included a Draft Sustainability Appraisal with site assessments, all included in the consultation and recorded in the Statement of Consultation MSPSD--05</p> <p>The Pre-Submission Draft Mineral Sites Plan MSPSD—01 is supported by a Sustainability Appraisal MSPSD—03 and site assessments MSDCC-11 MSDCC-30. The Sustainability Appraisal reports on the sustainability of each option selected for inclusion.</p>
11. Are you setting out reasons for any preferences between alternatives?	Regulation 8(2)	NPPF para 182	<p>This will include Information from the sustainability appraisal.</p> <p>Any reports setting out alternatives and choices considered</p>	<p>Strategic alternatives were considered through the preparation of the Minerals Strategy 2014 MSDCC-54, and recorded in supporting evidence documents (https://www.dorsetforyou.gov.uk/mcs/examination-library).</p> <p>For the DMSP, alternatives primarily relate to the various site options - the Sustainability Appraisal Reports (2015 and 2016)</p>

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
			Supporting documents	<p>record the process of assessment, the choices made and reasoning behind the choices. These are supported by the various parts of the evidence base, including site assessments, SFRA, HRA, responses to consultations</p> <p>Comments received at each consultation stage have been reviewed and recorded, and officers have responded to the comments/suggestions made. This indicates how the consultations have shaped the emerging Plan and refined the potential site options. These are available at</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)</p> <p>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>Correspondence from those making representations</p> <p>Reports on issues raised</p> <p>Consultation statement</p> <p>Sustainability appraisal report</p>	<p>For the 2015 Draft Mineral Sites Plan and 2016 Draft Mineral Sites Plan Update, Sustainability Appraisal and Habitat Regulations Appraisal were undertaken. The Draft Sustainability Appraisal Report and Draft HRA Report were all made available for comment as part of the consultations.</p> <p>Responses to the consultation were considered. Comments on non-site options and policies were recorded verbatim and responded to individually; for site related comments, issues were identified and responded to. These reports are available, as are the individual comments, if necessary MSDCC-05 to MSDCC-10.</p> <p>The Statement of Consultation describes the consultations and how these were carried out and the influence they had.</p>
<p>13. Where sites are to be identified or areas for the application of policy in the DPD, are you preparing sufficient illustrative material to:</p> <ul style="list-style-type: none"> enable you to amend the currently adopted policies map? inform the community about the location of proposals? 	<p>Regulations 5 (1)(b) and 9</p>	<p>NPPF para 157</p>	<p>Regulation 2 defines the terms 'submission' and 'adopted' proposals map.</p> <p>A map showing changes to the adopted policies map is part of the proposed submission documents defined in Regulation 17.</p> <p>Adopted policies map</p> <p>Any reports on proposals to amend the policies map</p> <p>Illustrative material that shows how the policies map will be amended or replaced</p>	<p>Each site assessment includes a map showing the location of the various site proposals MSDCC-11 to MSDCC-30.</p> <p>The 2015 and 2016 Draft Plans also included maps of each site proposal, and also maps of the other proposals e.g. Puddletown Road Policy Area MSDCC-59 and Aggregates Area of Search MSDCC-52. Each of these are supported by a separate topic paper.</p>
<p>14. Are the participation arrangements compliant with the SCI?</p>	<p>The Act, section 19(3)</p> <p>Regulation 18</p>	<p>NPPF paras 150 and 155</p>	<p>The SCI</p> <p>Consultation statement</p>	<p>All participation arrangements are compliant with the Statement of Community Involvement MSDCC-32 ; the Statement of Consultation MSPSD--05 records the details of the consultation.</p>

Stage four: Publication

Under Regulation 20, the period for formal representations takes place **before** the DPD is submitted for examination in accordance with a timetable set out in the statement of the representations procedure which is made available at the council's office and published on its website.

When moving towards publication stage, the council should consider the results of participation on the preferred strategy and sustainability appraisal report and decide whether to make any change to the preferred strategy. In the event that changes are required, the council will need to choose either to:

- do so and progress directly to publication

OR

- produce and consult on a revised preferred strategy.

The latter may be appropriate where the changes to the DPD bring in changed policy or proposals not previously covered in community participation and the sustainability appraisal. It avoids having to treat publication as if it were a consultation, which it is not. It also provides insurance in relation to compliance with the Strategic Environmental Assessment Regulations. Legally, during any participation on a revised preferred strategy, you should:

- comply with the requirements of the SCI
- update the sustainability appraisal report.

The council should then produce the DPD in the form in which it will be published. This includes removing material dealing with the evaluation of alternatives and the finalisation of the text. The council should be happy to adopt the DPD in this form, and satisfied that it is sound and fit for examination.

The six weeks publication period is the opportunity for those dissatisfied (or satisfied) with the DPD to make formal representations to the inspector about its soundness. Only people proposing a change to the plan can expect to be heard at examination.

The possibility of change under certain circumstances (which should be exceptional) is allowed for in the new procedures, and is described in 'stage five: submission'.

Stage four: Publication

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
1. Have you prepared the sustainability appraisal report?	The Act section19(5) Regulation 12 of the Environmental Assessment of Plans and Programmes Regulations 2004 No 1633	NPPF paras 165 - 168 SEA Guide Chapter 5		The Sustainability Appraisal (MSPSD-03) has been prepared and was Published on 1 December 2017.
2. Have you made clear where and within what period representations must be made?	Regulation 17, 19, 20 and 35		The period must not be less than 6 weeks from when you publish under Regulations 19 and 35 (see below).	A Statement of Representations Procedure (MSDCC-53) was prepared as required by Regulation 19. It was made available at the offices of Bournemouth, Dorset and Poole, on our website and sent to stakeholders. It provided details on the representation period, where documents can be viewed and how representations can be made
3. Have you made copies of the following available for inspection: <ul style="list-style-type: none">• the proposed submission documents?• the statement of the representations procedure?	Regulation 19(a)		Regulation 17 gives definitions.	Copies of the relevant submission documents were made available to view at the offices of Bournemouth, Dorset and Poole Councils from 1 December 2017. A Statement of Representations Procedure (MSDCC-53) was prepared as required by Regulation 19. It was made available at the offices of Bournemouth, Dorset and Poole, and on our website and sent to stakeholders.
4. Have you published on your website: <ul style="list-style-type: none">• the proposed submission documents?• the statement of the representations procedure?• statement and details of where and when documents can be inspected?	Regulations 19 and 35		Regulations 2 and 17 give definitions.	Copies of the relevant submission documents were made available to view on our website from 1 December 2017. A Statement of Representations Procedure (MSDCC-53) was prepared as required by Regulation 19. It was made available at the offices of Bournemouth, Dorset and Poole, and on our website and sent to stakeholders.
5. Have you sent to each of the specific consultation bodies invited to make representations under Regulation 18(1):	Regulation 19(b)		Regulations 2 and 17 give definitions.	A copy of the Representations Procedure (MSDCC-53) was sent to all Stakeholders.

Activity	Statutory requirement	Guidance reference	Additional notes	Possible evidence
<ul style="list-style-type: none"> • A copy of each of the proposed submission documents • The statement of the representations procedure? 				This included details of where the submission documents could be viewed.
6. Have you sent to each of the general consultation bodies invited to make representations under Regulation 18(1): <ul style="list-style-type: none"> • the statement of the representations procedure? • where and when the documents can be inspected? 	Regulation 19(b)		Regulations 2 and 17 give definitions.	A copy of the Representations Procedure (MSDCC-53) was sent to all Stakeholders. This included details of where the submission documents could be viewed.
7. Have you requested the opinion of the Mayor of London (if a London Borough or Mayoral DC) on the general conformity of the DPD spatial development strategy?	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.

Stage five: Submission

At the submission stage, the council should receive and collate any representations made at publication stage. You don't have to report these representations to councillors but there may be requirements deriving from other legislation, Standing Orders or council procedures that must be considered. Or you might just think it is a good idea to report on it anyway.

If they are reported it should be on the facts of the representations made, not the results of a consultation process by the council. They should not be treated as a consultation or an opportunity to make changes or answer representations. NB: under the 2012 Regulations there is no longer any requirement to give notice by local advertisement.

You should ensure you are in legal compliance with the SCI, the Habitats Directive and the Strategic Environmental Assessment Directive in any additional work. Any formal publication of additional or changed matters would need to allow at least a six-week period for representations to be made.

There are different approaches that could be taken to changes. You should be satisfied that you remain fully compliant with the legal requirements if any changes are made (and any consequential effects on the DPD as a whole).

Apart from notification of the examination, this tool does not deal with the legal requirements that need to be followed after submission.

Stage five: Submission

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.	The Draft Mineral Sites Plan has been prepared in accordance with the Bournemouth, Dorset and Poole Minerals and Waste Development Scheme (MSDCC-31). The content of the DMSP accords with the description of the document in the Development Scheme. All relevant timescales have been complied with.
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		The preparation of Community Strategies is no longer required – see section 100 of the Deregulation Act 2015 http://www.legislation.gov.uk/ukpga/2015/20/section/100/enacted
3. Is the DPD in compliance with the SCI (where one exists)? Has the council carried out consultation as described in the SCI?	The Act section 19(3) Regulation 22(1)(c)		Before the SCI is formally amended to take into account the changes in the regulations, you may need to set out how the community engagement that you carried out met the regulations (as amended).	Dorset's Statement of Community Involvement (SCI) (MSDCC-32) sets out how people and organisations can contribute to the development of the Draft Mineral Sites Plan MSPSD--01. Public engagement/consultation has been carried out in accordance with the most up to date version of the Statement of Community Involvement which was adopted by the Council in April 2013 (MSDCC-32). This was a review of the original SCI adopted in March 2007.
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 on the approach is there a justification?	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'.	The Draft Mineral Sites Plan has been jointly prepared by the three authorities of Bournemouth, Dorset and Poole. A Duty to Co-operate Statement (MSPSD – 06) has been prepared, describing how the Councils have engaged engagement with neighbouring authorities and those further away, prescribed bodies and key stakeholders in the preparation of the Waste Plan and its evidence base.
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		The Sustainability Appraisal Report (MSPSD-03) has been prepared and was published and made available on 1 December 2017.
6. Is the DPD to be submitted consistent with national policy?	The Act section 19(2) and Schedule 8	NPPF para 151		Yes, the Draft Mineral Sites Plan is considered to be consistent with the National Planning Policy Framework and National Planning Practice Guidance. This Legal Compliance Checklist (MSDCC-44) and the Soundness Self-Assessment Checklists (MSDCC-45) indicate compliance. The Cross Check Against Minerals Policy (MSDCC-55) indicates compliance with specific minerals policy.

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
<p>7. Does the DPD contain any policies or proposals that are not in general conformity with the regional strategy where it still exists?</p> <p>If yes, is there local justification?</p> <p>If the LPA is a London borough or a mayoral development 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>The Act section 24(1)(a) and 24(4)</p> <p>Regulation 21</p>	<p>NPPF para 218 footnote 41</p>	<p>In London the requirement is for general conformity with the spatial development strategy (The London Plan).</p>	<p>N/A</p>
<p>8. Has the council published the prescribed documents, and made them available at their principal offices and their website?</p> <p>Has the council notified the relevant statutory and non-statutory bodies, and all persons invited to make representations on the plan?</p> <p>Does the DPD contain a list of superseded saved policies?</p>	<p>The Act section 20(2), 20(3) and 20(5)(b)</p> <p>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>As set out in the Statement of Representations Procedure (MSDCC-53), the relevant submission documents have been made available in the offices of Bournemouth, Dorset and Poole and on our website.</p> <p>The Statement of Representations Procedure was sent to stakeholders on the database.</p> <p>Yes, a list of superseded saved policies has been prepared MSPSD-10</p>
<p>9. Are there any policies applying to sites or areas by reference to an Ordnance Survey map or to amend an adopted policies map?</p> <p>If yes, have you prepared a submission policies map?</p>	<p>Regulations 5(1) (b), 9 (1), 17 & 22(1)</p>			<p>A Submission Policies Map (MSPSD-02) has been prepared and is available as part of the Draft Mineral Sites Plan (MSPSD-01).</p>
<p>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?</p>	<p>Regulation 8(3) and (4)</p> <p>Regulation 8(5)</p>		<p>Development Plan is defined in Section 38 of the Act.</p>	<p>The Draft Mineral Sites Plan has been prepared to be consistent with and to deliver the Bournemouth, Dorset and Poole Minerals Strategy (MSDCC-54).</p> <p><i>The Extant Plan Policies of the Minerals Plan 1999 to be replaced by the Mineral Sites Plan (MSPSD-10) does both of these things.</i></p>
<p>11. Have you prepared a statement setting out:</p> <ul style="list-style-type: none"> Which bodies and persons were invited to make representations under Regulation 18? 	<p>The Act section 20 (3)</p> <p>Regulation 22(1)(c)</p>		<p>This will bring forward material from the Statement of Consultation (see Stage 2 above).</p>	<p>Yes, the Consultation Statement (MSPSD-05) covers this.</p> <p>Further information is available in the various reports of previous consultations (MSDCC-05 to -10)</p>

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
<ul style="list-style-type: none"> • How they were invited? • A summary of the main issues raised? • How the representations have been taken into account? 				
<p>12. Have you prepared a statement giving:</p> <ul style="list-style-type: none"> • the number of representations made under Regulation 22? • a summary of the main issues raised? <p>OR</p> <ul style="list-style-type: none"> • that no representations were made? 	<p>The Act section 20(3)</p> <p>Regulation 22(1)(c)</p>			<p>Yes, the Consultation Statement (MSPSD-05) covers this.</p>
<p>13. Have you collected together all the representations made under Regulation 28?</p>	<p>The Act section 20(3)</p> <p>Regulation 22(1)(e)</p>			<p>Yes, a schedule of representations received at Pre-Submission Draft Mineral Sites Plan stage – March 2016 has been prepared and is available at MSDCC - 56</p>
<p>14. Have you assembled the relevant supporting documents?</p>	<p>The Act section 20(3)</p> <p>Regulation 22(1)(g)</p>			<p>Yes, all documents referred to in Reg 22 have been submitted. These include:</p> <ul style="list-style-type: none"> • Submission Policies Map (MSPSD-02) • The Sustainability Appraisal Report (MSPSD-03) • Consultation Statement (MSPSD-05) • Schedule of representations (MSDCC-57) • Such supporting documents relevant to the preparation of the local plan including the Duty to Co-operate Statement (MSPSD-06), Habitats Regulation Assessment (MSPSD-07 and MSPSD-08) and Strategic Flood Risk Assessment (MSPSD-09).
<p>15. Has your council approved the DPD for submission?</p>			<p>Check the LPA's constitution/standing orders for the authorisation process appropriate for the type of DPD.</p>	<p>The Draft Mineral Sites Plan has been approved for submission by each of the three Authorities – Bournemouth, Dorset and Poole.</p>
<p>16. Have you sent the Secretary of State (the Planning Inspectorate) both a paper copy and an email of the following:</p> <ul style="list-style-type: none"> • the DPD? • the submission policies map (unless there are no site allocation policies)? 	<p>The Act section 20(1) and 20(3)</p> <p>Regulations 22(1) and 22(2)</p>		<p>Regulation 35 deals with the availability of documents and the time of their removal.</p> <p>Electronic copies of some of the representations and supporting documents may not be practicable.</p>	<p>In accordance with revisions to the Regulations, the Secretary of State has been sent a hard copy of the Draft Mineral Sites Plan, and the rest of the documents electronically.</p> <p>If any further hard copies are requested, they will be sent.</p>

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
<ul style="list-style-type: none"> the documents prescribed in Regulation 22(1)? 			Regulation 35 deals with the availability of documents and the time of their removal.	
<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"> The DPD? The documents prescribed in Regulation 22(1)? 	Regulation 22(3)		You should do this as soon as reasonably practicable after submission.	This will be done.
<p>18. On your website, have you published the:</p> <ul style="list-style-type: none"> DPD? submission policies map? sustainability appraisal report? Regulation 22(1)(c) statement? supporting documents (where practicable) ? representations made under Regulation 20 (where practicable) ? statement as to where and when the DPD and the documents are available? 	Regulation 22(3) and 35(1)(b)		You should do this as soon as reasonably practicable after submission.	<p>Yes, the following documents have been made available on the Dorsetfor you website:</p> <ul style="list-style-type: none"> The Pre-Submission Draft Mineral Sites Plan (MSPSD-01) Submission Policies Map (MSPSD-02) The Sustainability Appraisal Report (MSPSD-03) Consultation Statement (MSPSD-05) Schedule of representations (MSDCC-57) Supporting documents (various)
<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"> notification that the documents prescribed in Regulation 22(3)(a)(i)-(iii) are available for inspection where and when they can be inspected? 	Regulation 22(3)(b)		You should do this as soon as reasonably practicable after submitting to the Secretary of State.	As soon as reasonably practicable after submission of the Draft Mineral Sites Plan all consultation bodies will be written to, to inform them that the submission documents are available for inspection, where and when they can be inspected.
<p>20. Have you given notice to persons who have requested to be notified that submission has taken place?</p>	Regulation 22(3)(c)		You should do this as soon as reasonably practicable after submitting to the Secretary of State.	Yes, letters and/or emails will be sent to all persons that made representations at the Pre-Submission Stage to inform them that submission has taken place.
<p>21. If an examination is being held, at least six weeks before its opening has the Programme Officer:</p>	The Act section 20			To be completed following submission, at least six weeks before the Plan examination.

Activity	Legal requirement	Guidance reference	Additional notes	Possible evidence
<ul style="list-style-type: none"> published the time and place of the examination and the name of the person appointed to carry out the examination on your website? notified those who have made representations on the published DPD which have not been withdrawn of these details? 	Regulations 24 and 35			