**Neighbourhood Development Plan Stages**

1. Steering Group prepares draft plan.
2. Draft Plan submitted to Town Council with a recommendation that it approves the plan for consultation under Regulation 14.
3. Prepare the Environmental Report (SEA)
4. Plan made available for public comment and stakeholders consulted – over a period of at least 6 weeks. For this the Steering Group/Town Council should consider how best to publicise the plan to residents and receive comments. (6 weeks)
5. Steering Group considers representations and makes amendments if necessary. (4 weeks)
6. Revise SEA; prepare Basic Condition Statement and Consultation Statement (4 weeks)
7. Submit to Town Council to approve revised plan as the Submission draft under Regulation 15. Formal submission to Shropshire Council. (2 weeks)
8. Shropshire Council undertakes a further 6-weeks consultation under Regulation 16 and receives representations.
9. Town Council consulted upon the appointment of an External Examiner.
10. Examiner examines the plan and produces draft report.
11. SC and Town Council/Steering Group asked to undertake a fact check of the draft report.
12. Examiner presents final report with recommendations.
13. Consideration given to report’s recommendations and if accepted revised plan goes to referendum.
14. Referendum of Town/Plan area/ Parish residents on the electoral roll by Shropshire Council.
15. If referendum positive (50% + 1) then Shropshire Council adopts then plan.