



NEIGHBOURHOOD PLAN OFFICER'S REPORT

Report to: Broadclyst Parish Council

Date of Meeting: Jan 7th 2019

Agenda item: 19/09 iii

Subject: Broadclyst Neighbourhood Plan

Purpose of report: to update Council

Recommendation:

- i. that that report be noted
- ii. that recommendations contained within the report be considered and resolved

Financial implications: The preparation of the Broadclyst Neighbourhood Plan is supported by government Locality grants. Staffing costs are partly being met from parish council budgets and partly from grant fund

Legal implications: Broadclyst Parish Council is a qualifying body¹ and is therefore eligible to write a Neighbourhood Plan. The District Council has a statutory duty to support the preparation of Neighbourhood Plans.

Equalities impact: Not applicable

Risk: The Audit Commission (2001) defines “risk” as an event or action which will adversely affect an organisation’s ability to achieve its objectives, project plans and processes and to successfully execute its strategies. Therefore “risk management” is the process by which risks are **identified, evaluated and controlled**.

Broadclyst Parish Council recognises that it has a responsibility to manage risks, both internal and external, and is therefore committed to the implementation of a risk management strategy in line with the introduction of Local Audit and Accountability Act 2014 in order to protect the Council from avoidable losses.

The co-operation of all Members and officers is essential to ensure the Council’s resources and service provision are not adversely affected by uncontrolled risk, to ensure the Council does not fail to seize opportunities which benefit the community.

¹ For Neighbourhood Development Orders, the definition of “qualifying body” is in section 61E(6) of the Town And Country Planning, England, Act 1990 (inserted by paragraph 2 of the Localism Act 2011). For the purposes of Neighbourhood Development Plans the definition of “qualifying body” is in section 38A(12) of the Planning and Compulsory Purchase 2004 Act (as inserted by paragraph 7 of the Localism Act 2011).

Risk analysis

A detailed risk analysis has been carried out and is summarised below

Risk Description	Likelihood	Impact	Mitigation Measures
Failure to deliver Neighbourhood Plan	Low	Moderate	Continued budget monitoring
Failure to meet evidenced community need	Low	Moderate/Major	Regular review of progress against community survey results

Key information

Neighbourhood Plans were introduced by the Localism Act 2011. The idea behind localism is that decision making is passed to a more local level, from local government to local communities. There are two main parts to neighbourhood planning: Neighbourhood Plans (NP) and Neighbourhood Development Orders (NDO).

A Neighbourhood Plan is a community-led planning framework for guiding the future development, regeneration and conservation of an area. It is about the use and development of land and may contain a vision, aims, planning policies, proposals for improving the area or providing new facilities, or allocating key sites for specific kinds of development. It may deal with a wide range of social, economic and environmental issues (such as housing, employment, heritage and transport) or it may focus on one or two issues only. It is for those producing the plan to decide on its scope and content.

A Neighbourhood Plan will be part of the statutory development plan for the area, if successful at a referendum. This statutory status gives neighbourhood plans more weight than some other local documents, such as parish plans, community plans and village design statements.

A Neighbourhood Plan must meet certain “basic conditions”. These include compliance with European and national legislation, contributing to the achievement of sustainable development, having appropriate regard to national policy and being in general conformity with existing strategic planning policy. It should not promote less development than that identified in the development plan for the area. It can provide for greater growth levels. It can also specify policies and guidance on how new development should be designed, orientated and located. The preparation of neighbourhood plans must include a robust programme of community engagement and have a proportionate evidence base.

Link to Council Action Plan:

The preparation of Broadclyst Neighbourhood Plan supports the Council’s commitment to enabling local housing delivery; supporting business growth and increased productivity; and community capacity building and engagement.

REPORT

External Consultant work:

- A. Locality Technical Support Grant:** The AECOM Site Options and Assessment technical package has progressed. A draft report was received on Dec 7th 2018. The work to produce this report involved desk top research and visiting all 16 sites.
- B. Marketability Report:** This report provides information on the marketability of economic sites within the parish. The draft report was received on and has been shared with the landowners who have put forward their land for economic development / potential.

Recommendation 1: For Council to note the progress of external technical packages.

Landowner Update:

The Economy report is with some of the landowners who put forward their sites for economic development. They have until January 18th 2019 to:

- Feedback on the potential commercial uses identified for their site in the report.
- Provide final confirmation on the potential commercial use/s for their site in the Neighbourhood Plan.

Or, advise if they would like their site removed from the Neighbourhood Plan process.

The Site Assessment Option draft report is also with Landowners. They have until February 11th 2019 to:

- Feedback on the assessment of their site in the report. To include factual and text errors.
- Provide final confirmation on the use for their site in the Neighbourhood Plan.
- Provide agreement that their site is not suitable for development in the Neighbourhood Plan.

Recommendation 2: For Council to note site consultation and timelines for Landowners.

Locality Conference

I attended the Locality National Conference at Bristol 7/11/18 and was impressed with the range of workshops and visits on offer. The key theme of the conference **was power of community**. There are so many community groups doing an amazing job to make the lives of their community better and to keep everything at a local level. It gave me evidence and strengthened my confidence about the potential of the Neighbourhood Plan and its community projects and making a difference to local lives and providing power and facilities to the community of Broadclyst Parish.

One workshop focused on impact outcomes of Community projects and this provided a variety of models and templates as to how the Broadclyst Neighbourhood Plan policies and community projects can be celebrated, monitored and reviewed. This workshop provided me with lots of information on creating an Implementation Strategy for the Broadclyst Neighbourhood Plan. This has implications for the Council as this workshop highlighted that a Neighbourhood Plan lives on and needs to be resourced after it has been accepted as Statutory Law.

Recommendation 3: For Council to note that community projects are an integral part of a Neighbourhood Plan.

Public Consultation Timetable: Potential Sites for Broadclyst Neighbourhood Plan (to include sites for housing, commercial and the natural environment)

Date 2019	Public Consultation Dates and Details
	1. Parish-wide consultation: a formal period, which sets out the advantages/disadvantages for each development proposal on each site. Potential sites will be revealed for the Public to comment on.
April 27 th	Public Consultation Event Victory Hall 2pm – 6pm
May 1 st	Public Consultation Event Pavilions 8am to 8pm
27 th April – May 3 rd	Mobile display unit to visit areas across the Parish e.g. Westclyst, Blackhorse, Westwood, Hele etc
April 29 th	2. Local consultation: in the same manner as normal planning applications, there will be A4 notifications on the sites with links to online information.
April 29 th	3. Online website consultation: representations will be invited via information available on the parish website.
June 10 th	Public Consultation Period Closes for all Sites.

Recommendation 3:

For Council to support and note the variety of public consultation events throughout the period of April and May 2019.

To recognize that public consultation is a Neighbourhood Plan requirement and that there is sufficient provision for this in the Neighbourhood Plan budget.

Neighbourhood Plan Annual Report:

Attached

Recommendation 4: For Council to note and discuss the NP Officer annual report.

This concludes my report.

Janvrin Edbrooke

Broadclyst NP Lead Officer