



NEIGHBOURHOOD PLAN OFFICER'S REPORT

Report to: Broadclyst Parish Council

Date of Meeting: May 7th 2019

Agenda item: 19/72iii

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.

Link to Council Action Plan:

The preparation of Broadclyst Neighbourhood Plan supports the Council’s commitment to enabling local

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).

housing delivery; supporting business growth and increased productivity; and community capacity building and engagement.

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

PROGRESS REPORT

1. Public Consultation: Sites Roadshow.

A Neighbourhood Plan is a way of helping local communities to influence the planning of the area in which they live and work. It can be used to:

- Choose where new homes, shops, offices and other development should be built.
- Identify and protect important local green spaces.

The Sites Roadshow will unveil 25 sites which could be allocated in the Broadclyst Neighbourhood Plan. As seen above, the allocation of sites is a strong mechanism of locals controlling and influencing development within the Parish. The Sites Roadshow is when the community can agree or disagree with these sites progressing in the Neighbourhood Plan process. ● Our Parish, ● Our Plan, ● Our Choice

Sites Roadshow details attached.

Recommendation: For Council to be active in advertising of the Roadshow. For the Council to note dates and support and attend the Sites Roadshow.

2. Sites Roadshow consultation material

Brightsea have received all the material, and print deadline is secured. The presentation of sites will be on 1m wide pop-up banners rather than posters; sites will be presented in a uniform template for ease of comparison and fairness. There will be a total of 7 banners produced. The art work has been completed and we have 4 brand products 2 logos, 1 Footer and 2 strap lines which will be used for all NP work into the future. See attached

Recommendation: To note branding of the NP (images below) and note that less banners are needed than previously estimated.

● **Our Parish**
● **Our Plan**
● **Our Choice**



*We need your help to decide
Broadclyst's future for the next 12 years*



3. Social Media Campaign

We have engaged a social media specialist (Mary Culhane) to run the Social Media Campaign that will promote the Broadclyst NP Site Consultation Events starting on May 18th. The campaign will involve three social media platforms: Twitter, Facebook and onto a Neighbourhood Plan landing page of the Website. The first post went live on April 29th 2019. The Campaign will include interviews, blogs and posts all focused on encouraging people who work and live in the Parish Area to attend the 7-day Public Consultation Sites Roadshow. This will replace the flyers and road side banners which have been used in the past. The Events were advertised in the Broadsheet. Thank you to the Councillors who are taking an active role in this campaign.

Recommendation: For Council to be active in the Social Media Campaign and to respond to and share posts with relevant local organisations.

4. Broadclyst Parish Website:

The Social Media Campaign has necessitated the development of a Neighbourhood Plan Landing Page which is compatible across different platforms (mobile phones, tablets etc) Zoe Collings a new part time member of staff has worked hard on the Landing Page and has updated the whole Neighbourhood Plan section of the Website this has coincided with the launch of the new Broadclyst Parish website.

Recommendation: For Council to be familiar with the Neighbourhood Landing page and to navigate the Neighbourhood Plan Section of the new website.

This concludes my report to Council

Janvrin Edbrooke

Neighbourhood Plan Officer