



NEIGHBOURHOOD PLAN OFFICER'S REPORT

Report to: Broadclyst Parish Council

Date of Meeting: Feb 3rd 2020

Agenda item: 20/031iii

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

1. Neighbourhood Plan Overview Steering Group

The NP Overview Steering Group (OSG) in the meeting on Dec 9th 2019 resolved in item 106, the following:

1. **RESOLUTION:** The OSG resolved that Clyst Vale be taken forward as the community's primary choice, with Brockhill also taken forward as second choice at this stage in case insurmountable problems arise further down the line.
2. **RESOLUTION:** The OSG resolved that it be recorded that surface A is the community's preferred surface.
3. The OSG considered how the Community Sports Hub could progress and by whom / which parties should be involved. It was noted that the remit of the Neighbourhood Plan is solely to allocate land.

RESOLUTION: It was agreed to set up a scoping meeting in 2020 with key parties around the table including Clyst Vale Community College, The National Trust, Broadclyst Parish Council, East Devon District Council, Leisure East Devon, Sports England, Active Devon.

Recommendation 1: Council to note resolution 1 and 2

Recommendation 2: For Council to agree to set up a scoping meeting in 2020 with key parties around the table including Clyst Vale Community College, The National Trust, Broadclyst Parish Council, East Devon District Council, Leisure East Devon, Sports England, Active Devon.

2. Site Allocation in the Neighbourhood Plan

The results of the Community Consultation on the potential sites for the Neighbourhood Plan is now finalized. Due diligence, legal support and advice from Locality has ensured that selection of Economic, Mixed Development and Housing sites was an accurate and robust process. The Landowners have been notified, and once their agreement forms have been returned the sites going forward in the Neighbourhood Plan will be bought to Council. These sites will then be released into the public domain via the Council website and in the Broadsheet.

Recommendation 3: Council to note

3. Broadclyst Neighbourhood Plan Timeline (see appendix A)

A Neighbourhood Plan timeline has been produced to show the Council and the community the time frame for the Plan and key stages of the Plan. The stages: Pre Reg 14, Reg 14 and Reg 16 were detailed and accepted by Council in the November 2019.

The Plan also provides 6 Items to note, which are external factors that will affect the BNP Timeline. This timeline will allow quarterly reviews to be completed and will allow specific information and feedback to be discussed and for adjustments to be made to the Broadclyst NP Timeline.

Recommendation 4: Council to note the Broadclyst NP Timeline and factors that affect it.

Recommendation 5: For Council to agree to the update of the Broadclyst Neighbourhood Timeline quarterly.

4. Overview Steering Group Membership

This group will now meet monthly so that the draft Document progress is not delayed. In order for meetings to be quorate and have more community input, there is a need for more members from the community to be recruited. Advertisements for new Overview Steering Group community members will be drawn up and released. Members are to live in the Parish and will need to provide the skills and time to work on the production of the Broadclyst Neighbourhood Plan drafts, and final document.

Recommendation 5: Council to actively support the recruitment of more community members onto the Overview Steering Group to enable the Broadclyst Neighbourhood Plan timeline to be achieved.

This concludes my report to Council.

Janvrin Edbrooke
Broadclyst Parish Council Neighbourhood Plan Officer
29 January 2020

Appendix A

Neighbourhood Plan Time Lines:

[illegible]

Areas of the Neighbourhood Plan	February 2021	March	April	May	June	July	August	September	October	November	December	January 2020
Basic Condition Statement EW												
Draft Reg 16 Doc												
Reg 16 version to EDDC												
Basic Condition Statement to EDDC												
Consultation Statement to EDDC												
Post Reg 16 assessment & responses												
Examination												
Referendum version written												
Referendum												
Made plan												

Items to Note:

1. External work input and completion timeframes will affect the NP timeframe. Eg Examiners take 8 -12 weeks.
2. EDDC Cabinet time frame protocols and completion will affect the NP timeframe
3. EDDC Election time frame protocols will affect the NP timeframe. Referendum affected by cabinet release.
4. Other East Devon Plans Reg 14 to “made” timeframes to illustrate a realistic NP Timeline for these stages.

Reg 14 to “ Made” is 16/ 18 months and is in line with Beer and Bishop Clyst timings.

Date of Plan versions: Beer PC		Time frames
Consultants’ 1 st draft for Steering Group comments	15 th September 2015	
Consultants’ 2 nd draft for Steering Group	28 th April 2016	7 months
1 st draft for informal Reg14 community consultation	11 th June 2016	2 months
Pre-submission version	October 2017	4 months
Submission version	February 2018	4 months
Referendum version	August 2018	6 months
Approved version (made)	January 2019	5 months Pre to made 18 months

Date of versions: Bishop Clyst & Sowton		Time frames
1 st circulation draft	2 July 2015	
2 nd circulation	15 September 2015	2 months
Pre-submission version	1 January 2016	4 months
Submission version	19 May 2016	4 months
Referendum Version	17 November 2016	6 months
Approve version	26 th January 2017	2 months

made		Pre to made 16 months
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Exmouth was quicker but no sites were allocated.

5. Broadclyst **will not have done any Pre Reg 14 consultations** on the draft plan so timings might be affected by this.

6. This timeline will allow quarterly reviews to be completed and will allow specific information and feedback to be discussed and for adjustments to be made to the Broadclyst NP Timeline.