



NEIGHBOURHOOD PLAN OFFICER'S REPORT

Report to: Broadclyst Parish Council

Date of Meeting: Nov 2nd 2020

Agenda item: 20/

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 the 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
Covid 19	High	Moderate/ Major	Regular review of MHCLG Covid 19: planning update of changes to the neighbourhood planning process. Adjusting stages of the NP process to be in line with national guidance.

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. Reg 14 Draft Neighbourhood Plan.

The Reg 14 Draft Version of the Broadclyst Neighbourhood Plan was released for public consultation on Dec 4th 2020. Consultation closes Feb 28th 2021.

2. Reg 14 Consultation

Phase 1: The Broadsheet that is delivered across the Parish has notified every house on the Neighbourhood Plan Consultation. The Broadsheet has resulted in feedback forms being received from Dec 13th 2020 to today. There is a steady trickle of online feedback form responses.

Interestingly there have been very little demand for the Summary NP Document (paper version) to residents to work from. (2 requests to date)

Phase 1 also included personal E mail notifications to:

- all organisations, landowners and agents involved in the NP process to date.
- 40+ Statutory Consultees. This is a requirement of Reg 14 consultation.

Phase 2: Social media platforms. This was launched in the week of Jan 11th and there will be a minimum of 2 posts a week. In the last 5 days of the Consultation there will be daily posts. The posts will cover the content of each chapter in the NP, to ensure maximum reach. The purpose of posts is to educate residents as to what is in the Plan and how this template will shape the future of their Parish.

Phase 3: Poster campaign. This will be launched in February. Posters will be placed at locations where people are likely to visit or passby. These are not of a size useful for car drivers but are for walkers and cyclists. Each settlement will be covered in the Poster campaign. This is to ensure that the consultation once again goes to the residents via a non-online medium.

Recommendation 1: For Council to note the consultation process.

Recommendation 2: For Councillors to be active in the process and to be ready to field questions about the NP from Parish residents in an accurate, informed and neutral way.

Recommendation 3: For Councilors' active on social media platforms share the NP social media posts. This will enable the posts to reach a bigger audience.

3. **Strategic Environmental Assessment (SEA)** has now been received. It was also requested for it to be uploaded onto the website for Statutory agencies to refer to. This is Appendix 5.

Recommendation 4: To note

4. **Habitats Regulation Assessment (HRA)** has been completed. It will be reviewed by the Overview Group and a response will be returned to AECOM. **Recommendation 5: To note**

This concludes my report to Council.

Janvrin Edbrooke
Broadclyst Parish Council Neighbourhood Plan Officer
12 January 2021