



NEIGHBOURHOOD PLAN OFFICER'S REPORT

Report to: Broadclyst Parish Council

Date of Meeting: March 1st 2021

Agenda item: 21/039iii

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

There are 7 attachments to this report.

1. A win for Broadclyst Neighbourhood Plan.

The NP officer was requested by the PC to provide a response to PA 20/2820/FUL. This report is attached and was used as the Parish Council response to this application.

The Broadclyst NP was utilised and referred to in Officers Report to Planning application 20/2820/FUL, despite it only being at Reg 14.

The EDDC Officers Report (attached) has acknowledged and included the Broadclyst NP in their comments and it was definitely a vehicle for change.

- The agent had to respond to energy efficiency of the extension, definitely a win for the NP climate change policy. It was good to include policy DC2 in the response.
- Roof changed to a pitch roof not flat roof.
- Balcony removed from the design.
- High Quality Design policy D1 and Broadclyst Character Assessment both referenced.

The Scale: extent of the footprint was not regarded as an issue, but it will allow the neighbouring semidetached house to copy/ upgrade and once again match next door.

The Officers Report showed how the PC comments can be strengthened (see list below) to ensure a stronger PC response in the future.

1. Need for map to be provided showing that these cottages are clearly within a green area.
2. Ochre is the predominant finish of the houses within the green area. This will now be amended in the Character Assessment to state that there are a few red brick houses within the green area.
3. The balcony was removed. To consider adding that balconies are not a design feature in the Green Area.

Responding to all future Planning applications in relation to the Broadclyst NP will help to create response templates. These can be used in the future by the Council to speed up the PA process in meetings and to save Officer time.

Recommendation 1: For Council to discuss and agree on the Broadclyst NP policies being utilised and quoted in the Council planning application responses where relevant.

Recommendation 2: For Council to agree on a planning application template library being set up to enable the planning application process.

2. Reg 14 Consultation now closed :

- a. JE to share response data at the meeting.
- b. For the NP Reg 14 Consultation hard copies of the NP Summary Documents were produced for members of the public that could not get online.

There are enough copies for Councillors to have a copy of the NP Summary Document to use as a policy reference document to use in the planning application process in meetings. This will allow Councillors to find and read relevant policies in meetings.

If this proves to be a good reference document, then a similar document can be produced when the Plan is made. The NP Summary Document will be superseded but up to the made plan stage updates can be provided.

Recommendation 3: To discuss and agree on Councillors having a hardback NP Summary document for use in the planning section of PC meetings.

Recommendation 4: For Councillors to note that feedback on the use of a hard copy of the NP summary is to be reviewed at Reg 16 and again once the Plan is “made”.

3. Social Media Review:

The first Social media review is attached. This provides data up to Feb 5th.

Recommendation 5: To note information presented in the review, and that full analysis will be presented in the April meeting.

4. Poster Campaign:

Thank you to everyone who was involved in putting the posters up. Over 100 were used. Each settlement was included. Posters were placed where public footfall was high, with an emphasis on those walking to services, walking and cycling for leisure. The impact of the posters is difficult to ascertain but the parishioners cannot say they did not see the posters even if they did not read them. This 3rd stage of consultation was completed to utilise another method of consultation awareness and to enable the non-online population to get involved.

Recommendation 6: For Council to note

5. ED Local Plan Issues and Options Consultation:

Attached are 3 documents to aid the PC's response to this document before March 15th.

- Issues and Options Document

- NP report response
- Issues and options Template.

Recommendation 7 For Council to note the Issues and Options Document content in relation to the Broadclyst Draft NP, and the role of Neighbourhood Plans in the context of the new plan.

This concludes my report to Council.

Janvrin Edbrooke
Broadclyst Parish Council Neighbourhood Plan Officer
23 February 2021