



NEIGHBOURHOOD PLAN OFFICER'S REPORT

Report to: Broadclyst Parish Council

Date of Meeting: Nov 1st 2021

Agenda item: 21/098 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 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

NP Update:

Health Check: Is a free technical package offered by Locality which will health check a NP and provide a written report on areas where your Plan will be vulnerable at independent examination. The examiner has been provided by the company Intelligent Plans and Examinations (IPE) Ltd. The IPE team has direct experience of health checks and in determining appeals on the basis of neighbourhood plan policies and permissions and understands how best to frame Plan policies to ensure they will be most effective in managing development in your area.

The Reg 16 draft NP and 34 draft Appendices were submitted on Oct 1st for a Health Check. We were appointed Derek Stebbings as the examiner completing the Health Check. We were later informed that due to unforeseen circumstances Derek Stebbing will not be able to carry out the health check on the Plan. We have since been appointed a replacement examiner Andrew Seaman who will provide a Health Check report by the beginning of the week starting Nov 1st. This has led to a two-week delay

Submission to EDDC (Reg 16) The following documents have already been submitted to EDDC:

- **Map of NP Area**
- **Health Regulations Assessment**
- **Basic Conditions Statement**
- **Community Consultation Statement**

Once processed by the Overview Steering Group and the PC (in an extraordinary meeting) the following documents will be submitted to EDDC by Nov 12th or earlier:

- **Strategic Environmental Assessment**
- **Reg 16 Draft of the Broadclyst Neighbourhood Plan**

Appendices. The 34 appendices do not have to be submitted to EDDC but have to be available for viewing or download on the Parish Council Website. The majority of these are already on the website.

Several of the appendices have been updated and amended in relation to comments made by the public and statutory organisations. Expertise from Tozers solicitors has ensured that transparency and due diligence of process has been effectively integrated into Appendix 19: Sites Allocation Process.

In the hands of EDDC: Once we have submitted the last 2 documents listed above, the next phases of the Broadclyst Neighbourhood Plan are determined by the Local Planning Authority (EDDC) who provide

an indicative timetable up to Referendum. This indicative timetable is regularly updated during the process and will be available on the Parish Council website.

Your chance to have a say on the amended Broadclyst NP. The first part of the EDDC timetable involves EDDC putting the Reg 16 Broadclyst NP out to a further “required 6-week” consultation. However, with Covid and the number of policies EDDC as likely to extend the consultation to a period of 10 – 12 weeks. This will allow all those who work and live in the Parish to have their say.

Recommendation 1: To note the progress and the next steps of the Broadclyst Neighbourhood Plan.

This concludes my report to Council.

Janvrin Edbrooke
Broadclyst Parish Council Neighbourhood Plan Officer
12 July 2022