



NEIGHBOURHOOD PLAN OFFICER'S REPORT

Report to: Broadclyst Parish Council

Date of Meeting: 4th December 2017

Agenda item: 17/214

Subject: Broadclyst Neighbourhood Plan

Purpose of report: to update Council

Recommendation:

- i. that that report be noted
- ii. that any 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 body 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 housing delivery; supporting business growth and increased productivity; and community capacity building and engagement.

Steering Group Meetings:

The six Interest steering groups have met and tasks have been completed which have provided good quality material for the Neighbourhood Plan evidence base. Once the evidence base has been completed the groups will then have the knowledge and evidence of what Neighbourhood Plan policies to recommend.

The Overview Group is yet to meet, this has been delayed due to Cranbrook Master Plan and the East Devon Infrastructure Delivery Plan, and the soon to be released GESP (Greater Exeter Strategic Plan).

Steering Group Meeting Annual Calendars have been produced so that these meetings can be written into people's diaries in advance.

Role of Councilors: The NP is a community-led Plan and input from the community is a core part of the process. However, the Qualifying Body for the Neighbourhood Plan is the Parish Council, and its' role will ultimately be to accept and recommend the Broadclyst Neighbourhood Plan for Examination. Therefore, it is **absolutely vital** that Members attend Steering Group meetings and are involved with the process so they have a thorough understanding of the Plan and its policies.

Recommendation: Acceptance of importance of the role, and regular attendance of Councilors in Steering Group meetings, and ultimately in the content of the final draft of the Broadclyst Neighbourhood Plan.

Landowners: Call for Land:

This process continues with new landowners coming onboard every month. Individual contact will continue with landowners of land which is felt to be significant in terms of value or location. All landowners are now being updated bi monthly via the website.

Website:

The Neighbourhood Plan site on the website has been updated. Steering Group members now have a login system to access shared material and for confidentiality to be uppermost. Documentation required for the Neighbourhood Plan Examination will now be up loaded on a regular basis.

Strategic Partners:

There have been several Infrastructure meetings with Strategic Partners: Cranbrook Master Plan Team, GESP, EDDC and Devon County Council Officers and Ward members. The role of Broadclyst Parish in the wider context of supporting improved road and rail infrastructure has been discussed.

This concludes my report to Council.

Janvrin Edbrooke

Broadclyst Parish Council Neighbourhood Plan Officer

29 November 2017