



NEIGHBOURHOOD PLAN OFFICER'S REPORT

Report to: Broadclyst Parish Council

Date of Meeting: Feb 7th 2022

Agenda item: 22/009iii

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:

1. NP Submission to EDDC (Reg 16) was completed on Dec 14th. The following documents were submitted:

- **Map of NP Area**
- **Health Regulations Assessment**
- **Basic Conditions Statement**
- **Community Consultation Statement**
- **Reg 16 version 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. All appendices are on the PC website.

[For Council to note submission to EDDC and availability of all appendices on the PC website](#)

2. EDDC Reg 16 Consultation

The EDDC Consultation has not commenced, and no date has been released.

EDDC are still to provide details on:

- The length of the consultation (usually 6 weeks)
- Timetable of the NP progress up to Referendum.
- The link to the Consultation so that this can be shared in the Broadsheet, on the PC website and on other PC Social Media Platforms.

[For Council to note the progress of the EDDC Reg 16 Consultation and the outstanding information required to inform the community of the Parish.](#)

3. Planning Applications Reference Documentation

a). Legislation requires the Reg 16 NP Documentation to be utilised for all planning applications in Broadclyst Parish from the submission date of Dec 14th 2021.

b) An online Planning Reg 16 Summary document will be provided for all PC Councillors, PC clerk and Deputy Clerk. Paper versions will be provided for Councillors on request and a loan paper version will be held in the PC office.

c) The Design Code Appendix will be attached to the Planning Reg 16 summary document as this appendix provides specific design requirements for all developments in the Parish.

This concludes my report to Council.

Janvrin Edbrooke

Broadclyst Parish Council Neighbourhood Plan Officer

27 January 2022