

Getting on Track: Neighbourhood Planning in Broxtowe BC

Helen Metcalfe



Who's who





What will we cover today?

- Why do you want to do a Neighbourhood Plan?
- What is the planning context?
- What is the scope of Neighbourhood Planning?
- Identifying the issues, what is your vision?
- Deciding your objectives?
- The importance of evidence and keeping it proportionate
- Working relationships; steering group, parish council, Broxtowe planning team
- Importance of consultation and engagement and role of local folk
- Where and how can you get help?
- Funding



The key steps overview

1. **Getting started- plan your plan**
 2. **Identifying the issues**
 3. **Develop a vision and objectives**
 4. **Generate options/actions**
 5. **Draft your neighbourhood plan**
 6. **Consultation and submission**
 7. **Independent examination***
 8. **Referendum**
 9. **Plan made by BBC**
- *Basic conditions**



Planning context

- National Planning Policy Framework Paragraph 183-185
- What is strategic and what can you influence?
- Broxtowe Borough Council Planning Policies
- Neighbourhood Planning Regulations 2012
- National Planning Policy Guidance



One more thing ...

- Your Neighbourhood Plan will only be a material consideration (i.e. carry weight in deciding planning applications) after the 6 week publicity stage which is after step 6



Always remember what a NP is about

- It is a decision makers tool to assess planning applications
- **Who do you need to win over?**
- The examiner
- The voter
- Broxtowe Planners
- If you don't woo these groups your Plan will not be 'made'



Does this plan meet the basic conditions?



THE INDEPENDENT EXAMINER

Woo 2: The Voter (your parishioners)

1. The referendum question

‘Do you want Broxtowe Borough Council to use the neighbourhood plan for XXX Parish to help it decide planning applications in the neighbourhood area?’



Woo 3: The Decision Maker



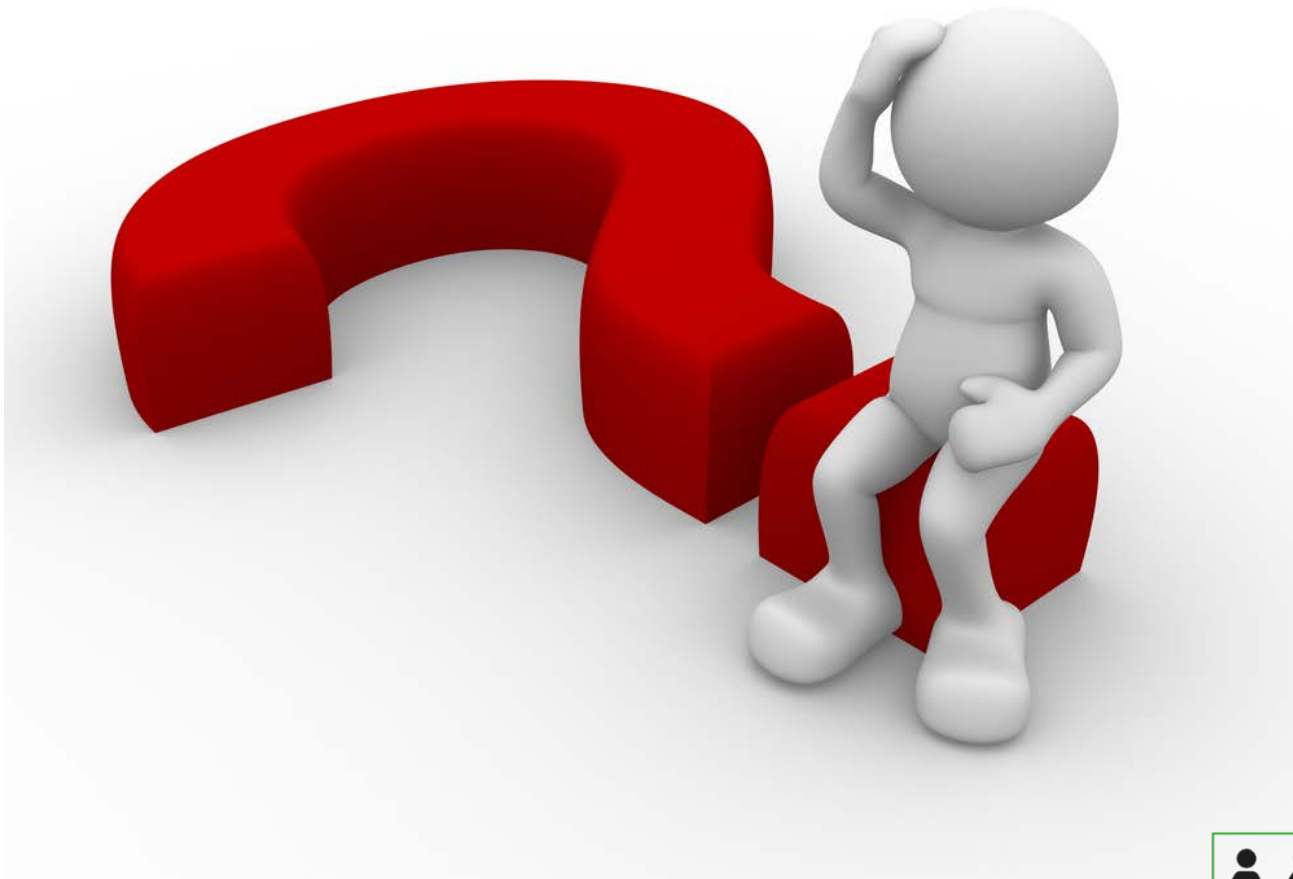
Basic Conditions

- a) having regard to **national policies and advice** contained in guidance issued by the Secretary of State
- b) having special regard to the desirability of preserving any **listed building** or its setting or any features of special architectural or historic interest that it possesses
- c) having special regard to the desirability of preserving or enhancing the character or appearance of any **conservation area**
- d) contributes to the achievement of **sustainable development**
- e) in general conformity with the **strategic policies** contained in the development plan for the area of the authority (or any part of that area).
- f) does not breach, and is otherwise compatible with, **EU obligations**



The Neighbourhood Plan for Selston

Questions



Coffee Break



Why do you want to do a Neighbourhood Plan

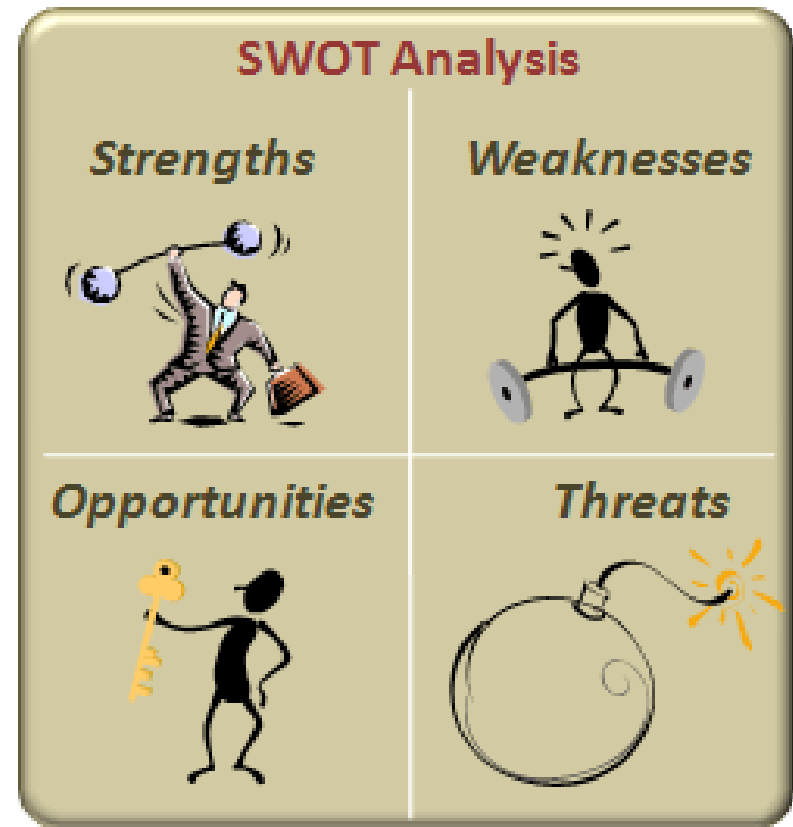
- **Strengths of your place:** what do people value that you need to protect?
- **Weaknesses:** what don't people like that you should improve?
- **Need to break issues down into planning matters** e.g. housing, community facilities, employment, traffic, retail, flooding, heritage, design
- **SWOT analysis** good way to start this process



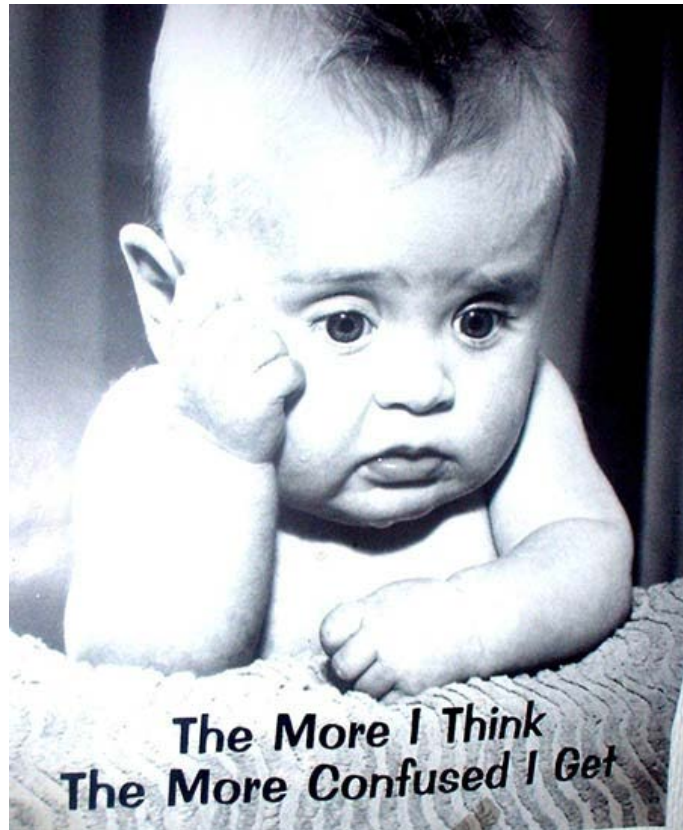
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SWOT Analysis

- Using your local knowledge & expertise
- SWOT analysis of your Parish
- 5 mins; record on flip chart paper



Your Turn



Format of a Neighbourhood Plan

Usual format for a NP is

- **Vision:** what do you want XYZ to look like in 15-20 years' time; this should have in it the key drivers
- **Objectives:** how will you achieve the vision?
- **Policies:** land use, legally compliant
- **Consultation feedback** should only be summarised in the narrative as part of the justification. Complete findings would be in a background paper.



Develop Your Vision

- Think 15 years ahead (up to 2031)
- Be strategic, think broad aspirations
- What land use and development issues need to be addressed?



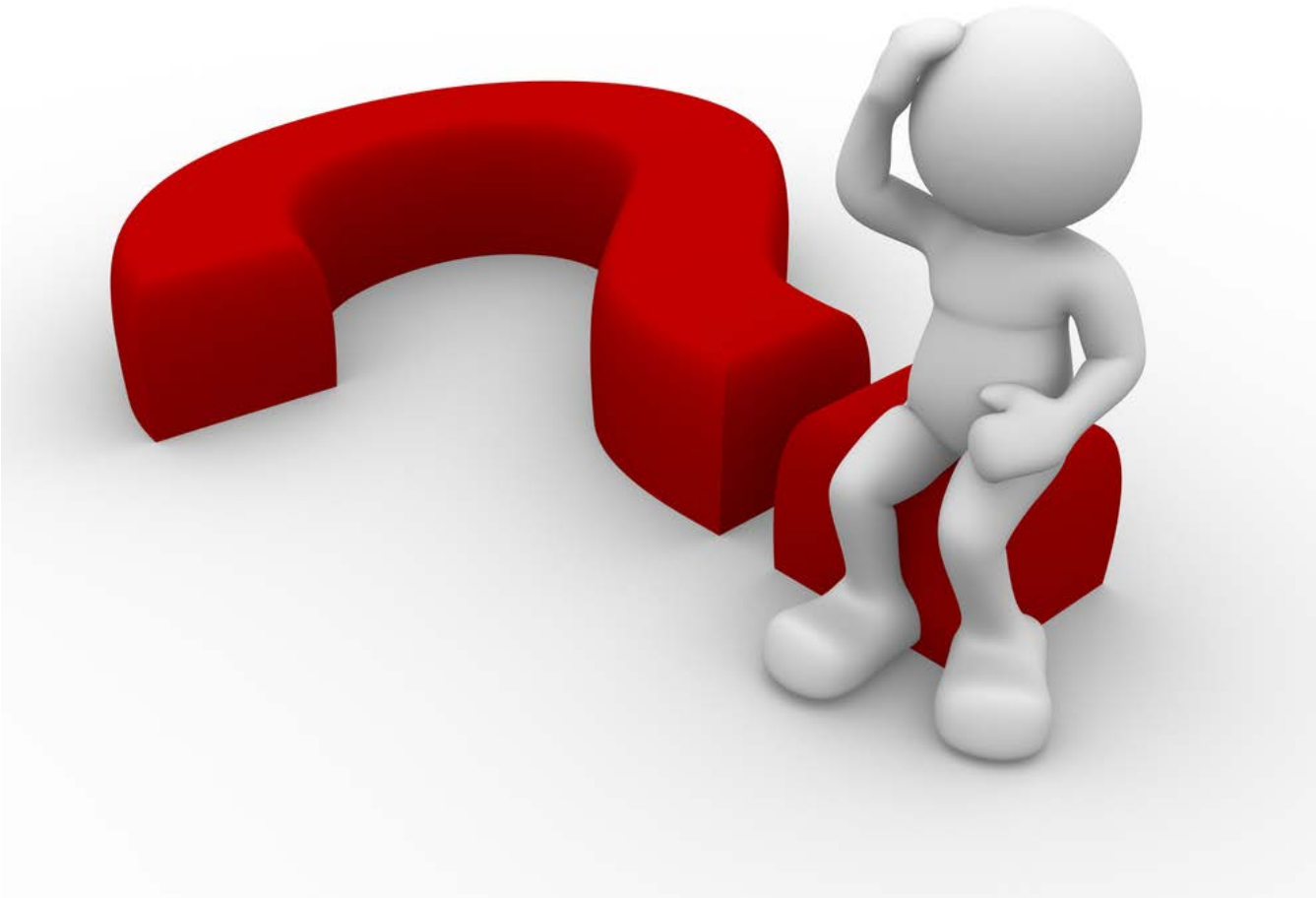
Fill the gaps!

In 20 years' time _____ will be a
_____ and _____ area.

It will value _____ and _____,
and provide people with
_____. It will be a
_____ place, where
everyone can _____ and _____.



Questions

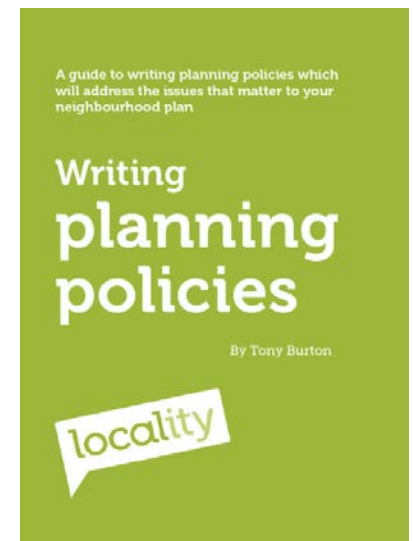
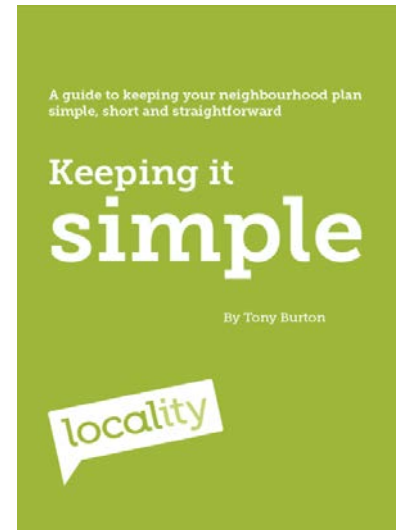
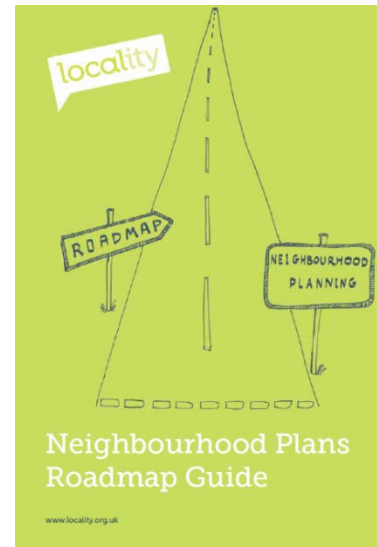
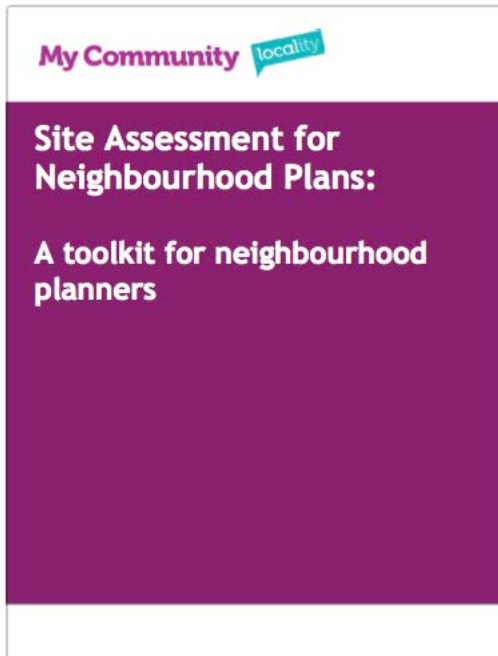


Lunch



Resources

- Locality Guidance
- Planning Aid



- www.mycommunity.org.uk



Funding

- What will be the key costs?
- Locality Grant up to £8,000 + technical support on certain matters + £6,000 if large population or forum
- Awards for All up to £10,000



Funding

- Blank template to look at but must be filled in on line by Parish
- Max £8,000 plus technical support possibly
- Expression of interest register 31 days to fill in form
- Will not cover admin costs (ie more days for Clerk)



How to get it (example only!)



13. How much will your project cost?

a) How much will each item or activity cost and how much do you want from Awards for All?

Item or activity	A Total cost	B Amount requested from Awards for All
Light Touch Sustainability Appraisal	£ 1,500.00	£ 1,500.00
paying for the use of the town hall	£ 340.00	£ 0.00
OPUN to design the site Allocations in the area	£ 5,000.00	£ 5,000.00
Helen Metcalfe to undertake community consultation	£ 1,500.00	£ 1,500.00
2 x Training sessions with Helen Metcalfe	£ 1,000.00	£ 1,000.00
Supporting the group to write the plan and policy making	£ 1,000.00	£ 1,000.00
	£	£
	£	£
	£	£
	£	£
Totals	£ 10,340.00	£ 10,000.00



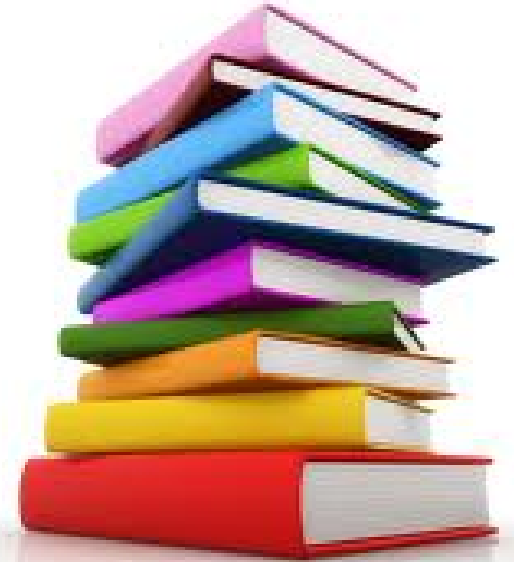
Using Consultants

- **Use Locality Accredited if possible**
- **Ideally: be specific in the scope of your Plan**
- **Be flexible in how that translates into NP policies (this is where their expertise should come in)**
- **Agree day rates**
- **Agree time for each stage of Plan**



Evidence base

- To justify policies
- May need to do local studies; green infrastructure, housing need, site allocation?
- Use BBC background docs work as starting point
- Get RCAN Rural Area Profile very helpful
- Consultation feedback is also evidence



Consultation: why bother?

- Because you have to
- NP regulations 2012
- Gaining Support
- Understanding your neighbourhood
- Better outcomes
- Avoidance of conflict



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Consultation: what must be done

- NP regulations 2012
- BBC must publicise your intention to do a plan
- **Pre-submission consultation; step 5**
- BBC publicises Plan for 6 weeks submission (this is not consultation)
- Referendum 4 weeks to make sure people know about the referendum organised by BBC but you need to make sure people know what your NP is about



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Consultation: best practice

- Consult a lot at the start before you commit to a certain track
- Open Process
- Avoiding Tokenism
- Being creative
- Managing expectations
- Target key groups: young people working age, retired



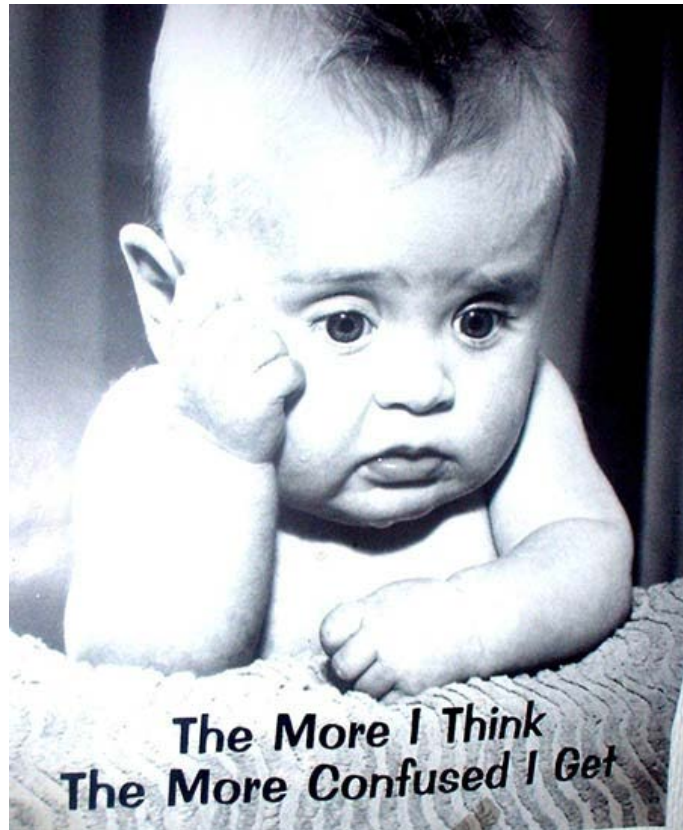
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Develop Objectives

- What needs to be done to achieve the vision?
- Break vision down into different parts
- What areas will your NP focus on and what might the planning objectives be?
- **Top tip** better to focus on a few with strong evidence than a lot with little to substantiate them



Your Turn



Policy Wording

Policies must be robust - need to be written in such a way that will enable:

- developers to submit an acceptable application
- development management officers to assess planning applications.
- The NPPF states that *‘plans should provide a practical framework within which decisions on planning applications can be made with a high degree of predictability and efficiency.’*

Keep it simple guide and Writing Policies Guide from Locality www.mycommunity.org.uk



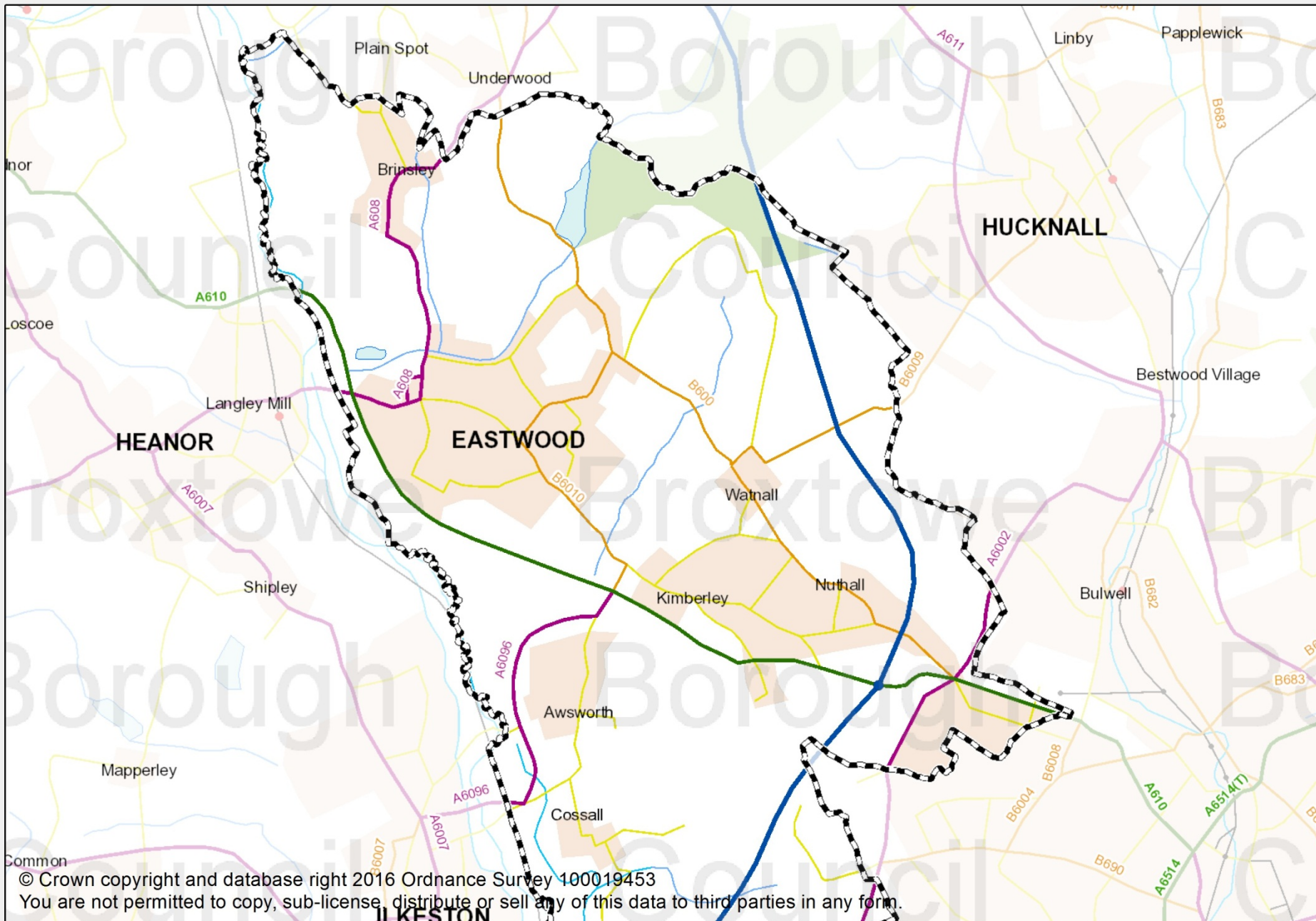
Keep it Simple

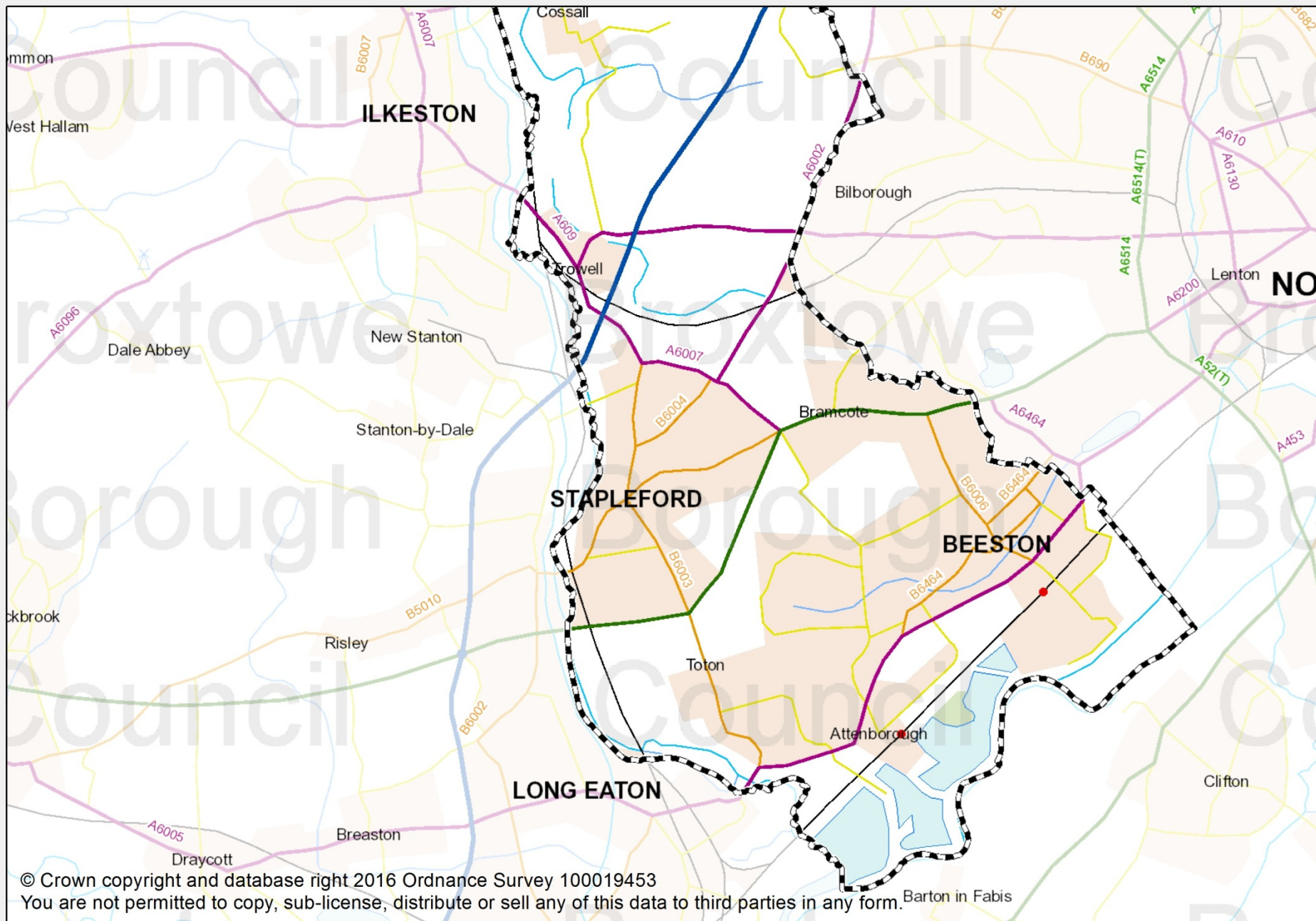
- 1** Keep your eye on the prize – a timely neighbourhood plan which addresses the planning issues that matter in your area
- 2** Manage your time - never underestimate the value of a work programme and clear timetable
- 3** Avoid duplication – don't worry about including issues that are already adequately addressed in the Local Plan
- 4** Make a difference - good ideas count for nothing if they never get implemented so don't get distracted
- 5** Be practical - every new idea requires new information and evidence to back it up
- 6** Embrace compromise - be honest about how much time, energy resources and skills you can all bring
- 7** You can't please all the people all of the time – don't try
- 8** Keep things moving - don't delay everything while you wait for information on a single issue that may never emerge
- 9** Be realistic – you won't be able to address every issue raised in public consultation or by the enthusiasts in your group
- 10** Enough is enough – the perfect plan doesn't exist so draw a line and win that referendum



How are we doing?!







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