

Neighbourhood Plan Project Planner

Neighbourhood Planning



PROJECT/EVENT	WINCHFIELD NEIGHBOURHOOD PLAN REVIEW. UPDATED 1 ST SEPTEMBER 2020				
ORGANISER	WINCHFIELD PARISH COUNCIL				
PROJECT PHASE	PROPOSED START DATE	PROPOSED END DATE	ACTUAL START DATE	ACTUAL END DATE	Any comments
GETTING STARTED					
Clarify if a plan is needed	01/04/2020	[Select Date]	[Select Date]	[Select Date]	
Publicise the intention to produce a plan and contact key local partners	01/07/2020	[Select Date]	[Select Date]	[Select Date]	
Speak to the Local Planning Authority	01/07/2020	[Select Date]	02/07/2020	02/07/2020	Done by Cllr Williams
NEIGHBOURHOOD AREA					
Consult on and determine neighbourhood area	No change to defined area			01/07/2020	
Submit Neighbourhood Area application to the Local Planning Authority	Not required			[Select Date]	
Decision on Neighbourhood Area by Local Planning Authority	Not required				
NEIGHBOURHOOD FORUM					
Set up and promote a Neighbourhood Forum	[Select Date]	[Select Date]	24/06/2020	[Select Date]	n/a
Develop a forum constitution	[Select Date]	[Select Date]	17/07/2020	[Select Date]	n/a
Submit forum proposal to Local Planning Authority	[Select Date]	[Select Date]	[Select Date]	[Select Date]	n/a
Decision on Neighbourhood Forum by Local Planning Authority	[Select Date]	[Select Date]	[Select Date]	[Select Date]	n/a
For parish councils- establish a steering group (if necessary) and associated terms of reference	01/07/2020	[Select Date]	20/07/2020	[Select Date]	
EARLY STAGE PLAN DEVELOPMENT ACTIVITIES					

Initial meetings/discussions with Local Planning Authority to identify scope of their support	14/09/2020	[Select Date]	[Select Date]	[Select Date]	Telecon with Jenny Wood
Develop a community engagement strategy	01/07/2020	[Select Date]	22/07/2020	[Select Date]	
Engagement ¹	01/07/2020	[Select Date]	08/08/2020	[Select Date]	Flyer#1 delivered
Establish plan scope and formulate draft vision and objectives	01/07/2020	14/10/2020	[Select Date]	[Select Date]	

BUILDING THE EVIDENCE BASE

Meetings/discussions with Local Planning Authority on types of evidence already available and where this can be accessed or contact details of agencies who hold the data	01/07/2020	[Select Date]	[Select Date]	[Select Date]	
Review existing evidence and Identify and develop further evidence required	01/07/2020	[Select Date]	[Select Date]	[Select Date]	
Meetings/discussions with Local Planning Authority to discuss whether Strategic Environmental Assessment or Habitats Regulation Assessments are required for the plan	[Select Date]	31/01/2021	[Select Date]	[Select Date]	

WRITING THE PLAN

Further develop and refine the issues, vision, aims and objectives as a result of ongoing engagement and evidence gathering	01/09/2020	28/02/2021	[Select Date]	[Select Date]	
Translate the vision and aims in to policies and proposals	11/11/2020	30/04/2021	[Select Date]	[Select Date]	
Check that your neighbourhood plan policies are in general conformity with the strategic policies in the local plan and the National Planning Policy Framework	31/01/2021	30/04/2021	[Select Date]	[Select Date]	
If Strategic Environmental Assessment is required-production of associated environmental report (this should be consulted on during the pre-submission consultation of the draft plan)	[Select Date]	[Select Date]	[Select Date]	[Select Date]	
Update draft plan if required following the outcomes of the Strategic Environmental Assessment	[Select Date]	[Select Date]	[Select Date]	[Select Date]	

¹ (NB this planner has one engagement row- the reality is more likely to be a continuous and constantly evolving engagement programme.)

Pre-submission consultation	01/06/2021	31/07/2021	[Select Date]	[Select Date]
Make relevant amendments to plan as a result of pre-submission consultation	01/08/2021	[Select Date]	[Select Date]	[Select Date]
Prepare basic conditions and consultation statements	01/08/2021	[Select Date]	[Select Date]	[Select Date]
Submit plan and associated documents required to the Local Planning Authority	31/08/2021	[Select Date]	[Select Date]	[Select Date]

INDEPENDENT EXAMINATION

Meet with Local Planning Authority to discuss appointment of examiner and timescales for referendum	01/07/2021	[Select Date]	[Select Date]	[Select Date]
Regulation 16 consultation (minimum 6 weeks and led by the Local Planning Authority)	15/09/2021	[Select Date]	[Select Date]	[Select Date]
Examination	31/10/2021	[Select Date]	[Select Date]	[Select Date]
Examiners report published	30/11/2021	[Select Date]	[Select Date]	[Select Date]
Meetings/discussions with Local Planning Authority on the suggested recommendations and modifications to the plan (if any) within the examiner's report and next steps	10/12/2021	[Select Date]	[Select Date]	[Select Date]

REFERENDUM

Publication of pre-Referendum information and documents	14/01/2022	[Select Date]	[Select Date]	[Select Date]
Referendum	24/02/2022	[Select Date]	[Select Date]	[Select Date]
Publication of Referendum decision	25/02/2022	[Select Date]	[Select Date]	[Select Date]
Neighbourhood plan is 'made'	31/03/2022	[Select Date]	[Select Date]	[Select Date]