

Sheepy Parish Neighbourhood Plan



Sheepy Parish Neighbourhood Plan

- What is Sheepy Parish?
- Neighbourhood Plan activity & process
- Timelines & Status
- Support
- Plus points
- Other (maybe useful) observations

What is Sheepy Parish?



- Rural parish of 7 settlements, mixture villages & hamlets
- 3,090 hectares
- 1200 people – adult and Young People

Neighbourhood Plan - Timelines

- Parish Council instigation Oct'14
- Parish Council - RCC brief Dec'14
- Information evenings Mar,Jun'15
- Steering team kick off Jun' 15
- Parish designation by HBBC Oct'15
- Community 'Drop Ins' Jan'16
- Stakeholders workshop Mar'16
- Questionnaires development Apr-Jul'16

Neighbourhood Plan - Timelines

- Questionnaires returns Aug-Nov'16
- Questionnaires data entry Dec'16-Jan'17
- Initial RCC report Jan'17
- Questionnaires Analysis Jan-Mar'17
- Draft policy development Apr-Jun'17
- **Parish Council endorsement Jun'17**
- Neighbourhood Plan devt Aug-Oct'17
- **Parish Council approval Nov'17**
- Pre- Submission consultation Nov'17-Apr'18

Neighbourhood Plan – Timelines

- SEA/HRA screening & consultation Mar-Jul'18
- Basic
- **Subm & fina** **31.4% turnout 90% in favour**
- Indep
- Indep
- **Acceptanc**
- **Referendu** **'MADE' Plan 19th March'19** 19



CELEBRATION!!!!

**Total project time =
4+ years!**

Neighbourhood Plan - Approach

- Steering team
 - Sub group of Parish Council
 - 3 councillors, 6 volunteers
 - Separate budget
 - Monthly reporting to Parish Council
(Shared with HBBC)
- Scope
 - All areas, not just development
 - One go at it.....
 - 2006-2036

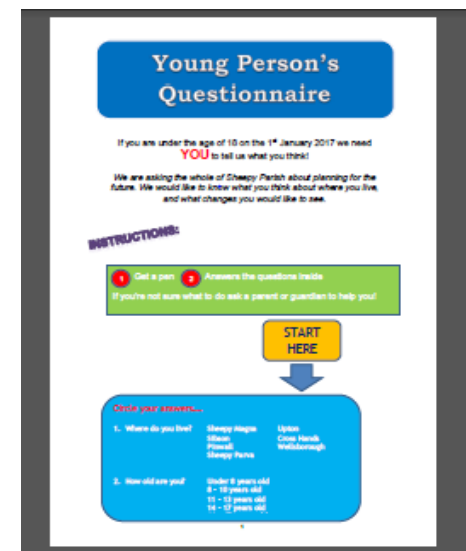
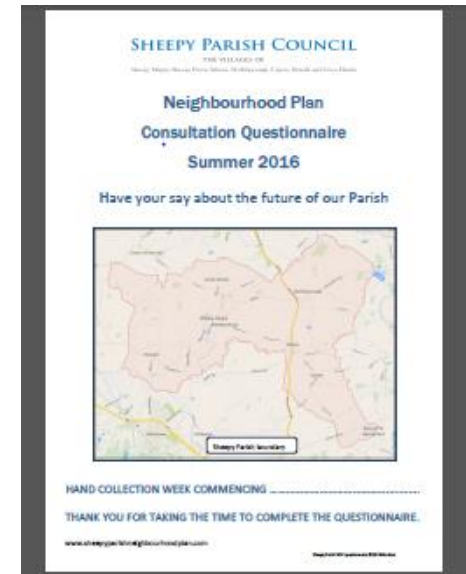
Neighbourhood Plan Steering Team

(The key to our success!)

- Structured approach
 - Project plan, measured progress against plan
 - Critical path focus, Risk log
- Assigned key responsibilities
 - Chair, Vice Chair, Finance, Secretary
 - Communications, Evidence, Project & Risk management
 - HBBC liaison, Planning consultant liaison
 - Independent Examiner
- Skills cross section - age, gender, backgrounds, industries
 - Education, legal, IT, Consultancy, manufacturing, management
 - Public and private sector
- Monthly steering meetings; weekly for a lot of of 2017/18
- Continuity of team – over 4½+ years!

Questionnaires

- 2 questionnaires:
 - Adult (aged 17+) = 24 pages; Young Persons = 4
- Covered
 - Facilities, Employment & Local Business, Services, Community
 - Traffic, Transport, Housing, Heritage, Environment
 - Energy, Open Spaces, Rights of Way, Rural Character
- Same for all of the parish
- Hand delivered & collected
 - Per person not per household
 - Over 3 months
 - Tea & biscuit incentives
- Resulted in **76% response**



Questionnaire Analysis & Policy Development

- Analysis - worked in sub groups
 - 3-4 people per sub group
 - Split:
 - Facilities, Business, Community & Services
 - Housing & Heritage
 - Traffic & Transport
 - Energy environment, Open Spaces, Rights of Way
 - Produced formal reports to the Steering group
 - Each sub group's work validated by another sub group
 - Full Steering Group finally reviewed and signed off
- Reports are now part of Evidence
- Policy development - based on Sub-Group Reports & Planning Consultant guidance

Technology



- Used selectively where value was added so as not to lessen parishioner engagement
- Communication via own website, social media
- Questionnaire database & analysis
- Questionnaire response scanning onto DVD for long term retention
- Map production

Recommendation: Build a Vision....

Sheepy Parish in 2036

The unique character and heritage of Sheepy Parish's settlements is conserved

New developments will take full account of flood risk

Development reflects local needs

Important views and valued landscapes are protected

A prosperous local economy

The character and beauty of the countryside and its natural environment are safeguarded

Important green spaces are protected

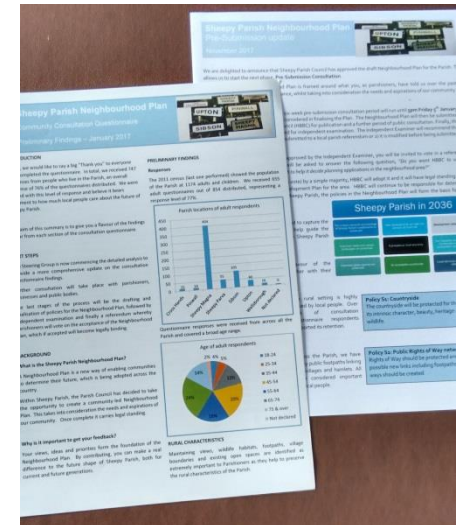
An accessible countryside

Local services and facilities are retained

- Brings immense clarity & gains support

Communication

- Seen as paramount to maintain support & commitment
- Parishioners, Parish Council, HBBC
- Website - regular updates, timelines, minutes
<http://sheepyparishneighbourhoodplan.com/>
- Regular 'Gazette' parish journal articles
- 4 page updates delivered to each household
 - Questionnaire analysis Jan'17
 - Neighbourhood Plan policies Nov'17
- Pre Submission 'drop ins' & flyers Nov/Dec'17
- ½ Page Gazette Pre- Referendum advert Mar'19
- Post 'MADE' statement & thanks flyer Apr'19



Project Plan

	Mar'17	Apr'17	May'17	Jun'17	Jul'17	Aug'17	Sep'17	Oct'17	Nov'17	Dec'17	Jan'18	Feb'18
Decide on date/venue DROP Ins									SG & RCC			
Issues invites (6 weeks period)												
HBBC review												
Support data on website												
Statutory/Stakeholders consultation												
Incorporate minor feedback												
Finalise Sustainability Appraisal									HBBC			
Finalise Submission version												
Submit to HBBC												
Parish Consultation Events(2)												
Advertise												
Prepare comment forms												
Conduct consultation event									SG, RCC	SG, RCC		
Collation of feedback												
Submission document												
Finalise NP document & support info												

- Monitor & control tasks and timescales & critical path
- Reviewed monthly
- Adjusted as we learnt
- Ensures all going in the same direction at the same speed (key when majority of team are in full time employment)
- Prepare & monitor budget

External Support

- RCC
 - Early days, awareness, kick off, Parishioner ‘drop ins’, Stakeholder event
 - Questionnaires database hosting & development
 - Pre Submission stakeholder communication
- Planning Consultant (Planit-X)
 - Questionnaire through to Examination
 - Integral part of our steering team
 - Policy development & drafting
 - Neighbourhood Plan & support document writing
- Parish Online
 - Mapping, digital data loading
 - **Accurate maps are essential!**
- Locality
 - Funding

HBBC, IE Support

- HBBC
 - Pre-Submission help & guidance re heritage, mapping
 - Submission to Referendum on-going support
 - Achieving realistic timescales
 - Independent Examiner selection & appointment
 - IE engagement
 - Referendum - Planning Policy/Electoral services
 - ‘Making’ the plan promptly
 - Still engaging.....
- Independent Examiner
 - Open communication IE/HBBC/ Sheepy NP team

Plus Points

(What we did well)

- Steering Group
 - Cross section of skills a real strength
 - Resilience of members over ~~2½~~ **4 +** years
- Project plan
 - Clear milestones – see where we are going
 - Measured progress against plan continually
- Regular Parishioner engagement with updates & support **(It is their plan!)**
- Use of Sub Groups to evaluate and deliver
- Selective use of technology
- Strong Parish Council support

Other comments...

- Slow start
- Over optimistic timescales
 - Targeted Spring'18
 - **Achieved March'19!**
- Underestimated work
- Selecting Planning Consultant is paramount
- Note - Support documents can be bigger than the PLAN!
- Being first - unexpected hurdles had to be overcome

Current Status

- Neighbourhood plan - actively being used by PC
- **ALL** applications are responded to by the Parish Council
- Response is driven by our 'Made' polices & plan
 - Application is supported as it is compliant with polices S1, S8 etc
 - Application should be declined as it is not compliant with the legally binding neighbourhood plan and contravenes polices S3, S11, S12 etc
- Monitoring
 - How effective is the plan really?
- NP Steering team
 - Taking a 'time out' – well deserved!
 - Requested by the PC to stay in existence to guide the PC going forward

Summary



- Worthwhile project – but it takes a lot of time and commitment!!
- Creates good clarity and direction based on parishioners wishes.
- All project information gathered is a valuable future asset for the parish & borough

Thank you.....



Questions?