

## Report of the Chief Executive

**UPDATE IN RELATION TO PROGRESS WITH THE BOROUGH'S NEIGHBOURHOOD PLANS**1. Purpose of report

To provide an update in relation to the progress of Neighbourhood Plans within Broxtowe Borough.

2. Background

Broxtowe Borough Council is currently providing support, assistance and advice to seven Town or Parish Councils and two Neighbourhood Forums in relation to the development of their Neighbourhood Plans. These Neighbourhood Plans are at various stages of preparation from the 'Issues and Options' stage to 'Post-Independent Examination'.

3. Financial implications

The Council can now claim £20,000 from the Ministry of Housing, Communities & Local Government (MHCLG) when it issues a decision statement detailing its intention to send the Neighbourhood Plan to referendum (as set out under Regulation 18 of the Neighbourhood Planning (General) Regulations 2012) rather than when a referendum date has been set. Up until this point in the process, the Borough Council will need to commit resources and will incur expenses, including but not limited to: the provision of support and assistance; undertaking the Regulation 16 consultation; appointing an Independent Examiner; finalising Neighbourhood Plans and supporting plans and other documents; and organising the referendum.

**Recommendation**

**The Committee is asked to NOTE the report.**

Background papers

Nil.

## APPENDIX

1 Purpose of report

- 1.1 To provide an update in relation to the progress of Neighbourhood Plans within Broxtowe Borough.

2. Detail

- 2.1 Broxtowe Borough Council is currently providing support, assistance and advice to seven Town or Parish Councils and two Neighbourhood Forums in relation to the development of their Neighbourhood Plans.
- 2.2 The Independent Examiner's Report has been received for the Awsworth Neighbourhood Plan and approval is sought from this Committee for this Neighbourhood Plan to proceed to referendum; this is the subject of a separate item of this meeting's agenda. One Neighbourhood Plan, the Nuthall Neighbourhood Plan, has been 'made' following a referendum which was held in December 2018.
- 2.3 The key stages of Neighbourhood Plan preparation are as follows:

Stage	Description	Principal Responsibility
1	Application for a Neighbourhood Area / Application to establish a Neighbourhood Forum.	Town or Parish Council or prospective Neighbourhood Forum
2	Designation of Neighbourhood Area / Neighbourhood Forum (following local publicity).	Borough Council
3	Scoping of Neighbourhood Plan.	Town or Parish Council or Neighbourhood Forum
4	Building evidence base, including 'Issues and Options' consultation if necessary.	Town or Parish Council or Neighbourhood Forum
5	Seeking funding from Locality, National Lottery and other sources to fund preparation of the Plan including sources of external evidence if appropriate.	Town or Parish Council or Neighbourhood Forum or their consultants
6	Developing a vision, key aims and objectives.	Town or Parish Council or Neighbourhood Forum
7	Writing the Neighbourhood Plan and preparing supporting documents and plans.	Town or Parish Council or Neighbourhood Forum or their consultants
8	Strategic Environmental Assessment / Habitats Regulations Assessment (SEA / HRA) Screening.	Borough Council or Parish Council or Neighbourhood Forum. Historic England, Natural England and the

		Environment Agency will also be consulted.
9	Pre-submission consultation (Regulation 14)	Town or Parish Council or Neighbourhood Forum
10	Submission of Neighbourhood Plan and supporting documents (including Policies Map, Consultation Statement, Statement of Basic Conditions and other background documents and supporting evidence) to the Borough Council.	Town or Parish Council or Neighbourhood Forum or their consultants
11	Publication consultation (Regulation 16).	Borough Council
12	Independent Examination (including public hearings if deemed necessary by the Independent Examiner).	Borough Council / Independent Examiner once appointed
13	Publication of the Independent Examiner's Report.	Independent Examiner
14	Referendum, subject to the Independent Examiner's Report and a decision by the Borough Council.	Borough Council
15	Decision by the Borough Council to 'make' the Neighbourhood Plan if the referendum results in a majority yes (over 50% plus 1).	Borough Council

2.4 Current progress with each of the Borough's Neighbourhood Plans is summarised within the below table.

Neighbourhood Plan	Current Progress
<b>Awsorth Parish</b>	<ul style="list-style-type: none"> <li>- Regulation 16 consultation undertaken by the Borough Council.</li> <li>- Independent Examination completed.</li> <li>- Independent Examiner's Report received.</li> <li>- Approval to proceed to referendum in May 2021 sought from the Jobs &amp; Economy Committee.</li> </ul> <p><u>Next Step:</u> Borough Council to consider the Independent Examiners Report and, if approval is granted by this Committee (see item 11 on this Agenda), arrange referendum at next available opportunity.</p>

<b>Bramcote Neighbourhood Forum</b>	<ul style="list-style-type: none"> <li>- Submitted to Broxtowe Borough Council.</li> <li>- SEA / HRA Screening Report prepared by the Borough Council.</li> </ul> <p><u>Next Step:</u> Neighbourhood Forum to consider amendments to policies within the Neighbourhood Plan.</p>						
<b>Brinsley Parish</b>	<ul style="list-style-type: none"> <li>- Regulation 14 consultation undertaken.</li> <li>- Current liaison between the Borough and Parish Councils in relation to proposed modifications to the Neighbourhood Plan.</li> </ul> <p><u>Next Step:</u> Neighbourhood Forum to consider amendments to policies within the Neighbourhood Plan.</p>						
<b>Chetwynd: The Toton &amp; Chilwell Neighbourhood Forum</b>	<ul style="list-style-type: none"> <li>- Submitted to Broxtowe Borough Council.</li> <li>- SEA / HRA Screening Report drafted by the Borough Council.</li> <li>- Funding applied for from Locality to fund the preparation of the SEA.</li> </ul> <p><u>Next Step:</u> Locality to commission an SEA in relation to the Neighbourhood Plan.</p>						
<b>Cossall Parish</b>	<ul style="list-style-type: none"> <li>- Issues and Options stage.</li> <li>- Funding applications to Locality to be considered.</li> <li>- Newsletter to residents, businesses and other stakeholders to be produced and distributed shortly.</li> </ul> <p><u>Next Step:</u> Neighbourhood Plan Steering Group to consult with the local community.</p>						
<b>Eastwood Town</b>	<ul style="list-style-type: none"> <li>- Return to the Issues and Options stage.</li> <li>- Funding applications to Locality to be considered.</li> </ul> <p><u>Next Step:</u> Neighbourhood Plan Steering Group to consult with the local community.</p>						

<b>Greasley Parish</b>	<ul style="list-style-type: none"> <li>- Regulation 14 consultation undertaken.</li> <li>- The Borough Council is working with the Parish Council to draft a suite of policies.</li> </ul> <p><u>Next Step:</u> Neighbourhood Plan Steering Group prepare drafts of policies with assistance from the Borough Council.</p>						
<b>Kimberley Town</b>	<ul style="list-style-type: none"> <li>- Regulation 14 consultation undertaken by the Town Council.</li> </ul> <p><u>Next Step:</u> Neighbourhood Plan Steering Group to revise the Neighbourhood Plan and submit it to the Borough Council.</p>						
<b>Nuthall Parish</b>	<ul style="list-style-type: none"> <li>- Plan 'made' following referendum.</li> </ul> <p><u>Next Step:</u> Neighbourhood Plan Steering Group to review the Neighbourhood Plan to see if work on a new version will be required.</p>						
<b>Stapleford Town</b>	<ul style="list-style-type: none"> <li>- Return to Issues and Options stage.</li> <li>- Newsletter to residents, businesses and other stakeholders to be produced and distributed shortly.</li> </ul> <p><u>Next Step:</u> Neighbourhood Plan Steering Group to consult with the local community.</p>						
<b>Trowell Parish</b>	<ul style="list-style-type: none"> <li>- Neighbourhood Plan not proposed by the Parish Council at the current time.</li> </ul>						

- 2.5 The Borough Council is working proactively with the Town and Parish Councils and Neighbourhood Forums to provide advice and support to help to progress their Neighbourhood Plans. The assistance being provided includes:
- Advice in relation to the Neighbourhood Plan process and legislation
  - Assistance in relation to undertaking consultations during lockdown
  - Provision of contacts for consultation activities
  - Assistance with drafting Neighbourhood Plan policies, aspirations and supporting text

- Suggesting modifications to policies and supporting information to ensure compliance with the 'Basic Conditions' and 'general conformity' with the strategic policies of the Local Plan
  - Preparing Strategic Environmental Assessment (SEA) / Habitats Regulation Assessment (HRA) screening reports
  - Providing mapping assistance
  - Proof-reading policies, plans, reports and other documents
  - Meeting with Town and Parish Councils and Neighbourhood Forums by Microsoft Teams and Zoom
  - Providing training and other materials
  - Advising upon the Independent Examination stage
  - Appointment of Independent Examiners to conduct the Independent Examination
- 2.6 Once a Neighbourhood Plan is formally submitted to the Borough Council following the Regulation 14 consultation, the Borough Council is responsible for undertaking the Regulation 16 consultation of the Neighbourhood Plan and then appointing an Independent Examiner to undertake the Independent Examination. Following the receipt of the Independent Examiner's Report, the Borough Council will be responsible for amending the Plan and arranging the referendum.
- 2.7 The Borough Council expects that a large number of Neighbourhood Plans will be approaching the 'submission' stage within the following year and that several Plans will proceed to the Independent Examination stage later this year and then onwards to referendum.