

Farringdon Neighbourhood Plan Project Plan Proposal

Farringdon Project Plan Overview																		
	Pre-May18	May18	Jun18	Jul18	Aug18	Sep18	Oct18	Nov18	Dec18	Jan19	Feb19	Mar19	Apr19	May19	Jun19	Jul19	Aug19	Sep19
Getting Started	C1																	
Identify Issues	C2																	
Vision & Objectives						C3												
Generate Options																		
Prepare Draft Plan										C4								
Consultation & Submission													C5	C5				
Independent Examination																		
Referendum & Adoption																		

Consultation Points:

- C1** - publicise intention, recruit helpers
- C2** - survey of local needs & aspirations
- C3** - consult on vision & objectives
- C4** – informal consultation on 1st Version of Plan
- C5** – consult on Pre-submission Version of Plan (Regulation 14)
- C6** – Referendum. This is the responsibility of the local planning authority.

Organising

Stage 1 Getting Started:					
No.	Process	Method	Pre-Apr18	May18	Jun18
1.1	Publicise intention	newsletter & website	C1✓		
		NP Website design			
1.2	Consult LPA	discussion with EDDC	✓		
		agree working arrangements	✓		
		approve working arrangements	✓		
1.3	Devolve task	agree to form NP Group	✓		
		prepare terms of reference	✓		
		approve terms of reference	✓		
1.4	Form NP group	identify group members	✓		
		brief members	✓		
		allocate responsibilities			
		Identify training needs			
1.5	Communication proposal	identify stakeholders & targets			
		prepare communications strategy			
		approve communications strategy			
1.6	Set plan area	consider options	✓		
		approve NP boundary	✓		
1.7	Application to LPA	prepare application statement & map	✓		
		submit application	✓		
1.8	Designation	publicise application	✓		
		review comments	✓		
		approve application	✓		
1.9	Delivery plan	prepare project plan		✓	
		approve project plan			
		prepare community engagement strategy		✓	
		approve community engagement strategy			
1.10	Budget/resources	identify resource requirements		✓	
		make funding applications		✓	
		approve budget			

Survey & Analysis

Stage 2 Identifying the Issues:						
No.	Process	Method	Pre-Apr18	May18	Jun18	Jul18
2.1	Strategic context	research/review strategy documents	✓			
		liaise with LPA	✓			
		prepare report				
2.2	Community context	research/review local situation/strategies	✓			
		prepare report				
2.3	Local needs	consult local bodies/organisations	✓			
		design community survey	✓			
		approve community survey	✓			
		carry out community survey	C2✓			
		analyse survey & prepare report	✓			
2.4	Development potential	planning history & current land uses			✓	
		Development options				
2.5	Future demands	trends & forecasts				
		report & mapping				
2.6	Stakeholder views	consult landowners				
		consult statutory bodies and agencies				
2.7	NP Issues	analyse surveys & consultations				
		prepare issues & opportunities report				

Stage 3 Vision & Objectives:						
No.	Process	Method	Jul18	Aug18	Sep18	Oct18
3.1	Draft vision	visioning exercise/workshop				
		prepare vision statement				
		agree draft vision and aims				
3.2	Draft objectives	interpret vision & prepare draft objectives				
		agree draft NP objectives				
3.3	Consult	publicise draft vision & objectives				
		consult on vision & objectives			C3	
		analyse and report on consultation				
3.4	NP vision & objectives	prepare vision & objectives report				
		approve vision & objectives				

Plan Making

Stage 4 Generate Options:							
No.	Process	Method	Oct18	Nov18	Dec18	Jan19	Feb19
4.1	Options	generate development options					
4.2	Impacts	consider who/what will be affected and how					
4.4	Options Appraisal	options appraisal					
Stage 5 Prepare Draft Plan							
5.1	Policies	draft NP policy statements					
5.2	Proposals	prepare draft NP					
5.3	Compliance	check compliances					
5.4	Consultation document	approve draft Plan					
5.5	Community consultation	informal consultation on 1st Version of NP				C4	
5.6	Sustainability	sustainability appraisal/SEA					

Plan Submission

Stage 6 Consultation & Submission									
No.	Process	Method	Feb19	Mar19	Apr19	May19	Jun19	Jul19	Aug19
6.1	Revise draft NP	analyse comments and amend NP							
6.2	Reg. 14 consultation	prepare publicity and documents							
6.3	Statutory consultees	consult formally			C5	C5			
6.4	Stakeholders	consult formally			C5	C5			
6.5	Amendments	consider comments & amend if necessary							
6.6	Consultation	prepare consultation statement							
6.7	Basic Conditions	prepare basic condition statement							
6.8	Submission documents	approve submission documents							
6.9	Submission	prepare and submit required documents							