

Neighbourhood Planning – Outline of Process

Here is an outline of what type of activity will be carried out during the course of the Neighbourhood Planning process.

- It is important to find out about Neighbourhood Planning before embarking on the process. You should consider: what a NDP/NDO can and can't do (what are the implications?); the likely time/costs and how this might be resourced; what geographical area you should cover - the area will have to be designated and advertised.
- The Parish/Town Council will be the accountable body and need to be fully on-board.
- It is essential to engage and involve the community throughout the process.
- Similarly you should also engage and consult with businesses, landowners, community groups and other key stakeholders.
- You will need to set up a steering group with clear responsibilities, and have a project plan with timescales/tasks.
- Identify vision and key themes.
- If necessary, establish subgroups (e.g. communication/engagement; themed groups etc).
- Gather evidence and information - sufficient for the task.
- You will need to find out and implement other elements as appropriate e.g. Sustainability Checklist or Appraisal; assessments etc.
- Draft NDP or NDO based on consultation and discussions with stakeholders
- Seek advice on policies; developer contributions (S106/ CIL); and its general conformity with Local Plan. It must not be in opposition to the Local Plan.
- Refine draft through further consultation and information gathering.
- Consult on draft policies
- Seek a Screening Opinion (and if necessary undertake work required).
- Prepare any supplementary documentation as appropriate e.g. Consultation Statement, Basic Conditions Statement, Appendices to main document.
- Parish/Town Council to sign off the document.
- Undertake formal consultation
- Amendments may be required and actions needed (e.g. sign off of updated version)
- Parish/Town Council to submit NDP or NDO to Cornwall Council for checks and processing including additional formal consultation
- Examination
- Referendum should then follow if all stages are completed successfully.
- At this point, if the Referendum vote is in support, the Neighbourhood Plan is made.