

NEIGHBOURHOOD PLAN PROJECT PLANNER

PROJECT/EVENT	NEIGHBOURHOOD PLAN NAME
ORGANISER	PETERSTOW PARISH COUNCIL



PROJECT PHASE	PROPOSED START DATE	PROPOSED END DATE	ACTUAL START DATE	ACTUAL END DATE	ANY COMMENTS
GETTING STARTED					
Publicize the intention to have a plan. Form Steering Group and roles			March 2016	April 2016	Steering Group
Review Core Strategy to find what issues relevant to Peterstow.	[April-May 2016]	[May 16]	April 16	May 16	Steering Group
Develop a communication and project plan	May-June 2016	June 2016			Steering Group
Identify and appoint Consultants	[May 2016]	[June 2016]	May'16	June'16	Steering Group
Apply for funding	[June 2016]	[July 2016]	June'16	July'16	Had to appoint Consultants first
Review Herefordshires local plan available evidence and identify gaps	July 2016	July 2016	July'16	July'16	Steering group
Engage with community to gain their views on issues and priorities. Public open days	Aug 2016	Sept 2016	July 16	Aug'16	Steering group
Analyse community responses and define key issues and priorities for Household survey.	Sept 2016	Oct 2016	Aug'16	Aug'16	First Consultant activity
	Aug 2016	Oct 2016	Sept'16	Sept'16	Consultants
Gather existing information including evidence held by Herefordshire Council. Collect additional data covering environmental, facilities, infrastructure, etc			Sept'16	Oct'16	Steering group

IN DEPTH COMMUNITY CONSULTATION					
Draft Survey questions	[Sept-Oct 2016]	[Oct 2016]	Sept'16	Oct.16	Consultant
Agree Survey logistics, distribute and collect Questionnaires.	[Oct 2016]	[Nov 2016]	Oct'16	Dec'16	Steering group
Analyze questionnaire responses and identify key issues for the plan.	[Nov 2016]	[Dec 2016]	Dec'16	End of jan'17	Consultant
Draft Peterstows NDP Vision, objectives and policy options	[Jan 2017]	[Feb 2017]	Feb'17	March'17	Consultant
Produce display materials for Public Consultation events. Arrange Public events to show key survey results, and NDP vision, objectives, and policy			Feb'17	March,17	Grant extension from 8/2/17 to 31/3/17
			Feb'17	March '17	Steering Group Consultant Steering group
DRAFTING THE PLAN					
Identify potential housing sites against planning criteria	[April 2017]	[May 2017]	[Select Date]	[Select Date]	Steering Group
Assessment of any development sites by Independent Consultant.	[April 2017]	[May 2017]	[Select Date]	[Select Date]	Consultant
Carry out strategic environmental and habitat regulations assessment, if require	May'17	June 2017			Herefordshire Council
Draft the Neighbourhood development plan taking into account planning policies and guidance, settlement boundary	[May 2017]	[may 2017]	[Select Date]	[Select Date]	Consultant
					Steering group
Finalise Draft NDP plan. Check for equality , diversity and conformity with the Local plan and national policies	[June 2017]	[Aug 2017]	[Select Date]	[Select Date]	Steering group Consultant
SUBMISSION OF NEIGHBOUR HOOD PLAN					

Write plan for Reg 14 formal consultation ensuring compliance	[Aug 2017]	[September 2017]	[Select Date]	[Select Date]	Consultant
Consultation with community and stakeholders on the NDP showing how evidence from previous consultations have been used	[July 2017]	[Sept 2017]	[Select Date]	[Select Date]	Steering group
Make any amendments following pre-submission consultations and conformity with Herefordshires core strategy	[Sept 2017]	[Oct' 2017]	[Select Date]	[Select Date]	Steering group Consultant
Final formal (Reg 16) consultation (6 weeks)					
INDEPENDENT EXAMINATION					
Local planning Authority appoints examiner	[Nov 2017]	[Nov 2017]	[Select Date]	[Select Date]	Herefordshire Council
Examination	[Nov-Dec'17]	[Nov-Dec 2017]	[Select Date]	[Select Date]	“
Examiners report published	Dec 2017]	[Jan'18]	[Select Date]	[Select Date]	“
Modifications resulting from examination and publicise if necessary	“	“			Consultants
REFERENDUM					
Publication of pre-Referendum information and documents	Jan 18	[Jan'18]	[Select Date]	[Select Date]	Herefordshire council
Referendum	jan'18	[Feb 2018]	[Select Date]	[Select Date]	“
Publication of Referendum decision	[feb'18]	[March 2018]	[Select Date]	[Select Date]	“
Neighbourhood plan is adopted	[March'18]	[March 2018]	[Select Date]	[Select Date]	“

OTHER TECHNICAL

Speak to Local Authority about screening for SEA	[April-may 2017]	[June 2017]	[Select Date]	[Select Date]	Herefordshire council
Complete SEA if needed	[July 2017]	[Aug 2017]	[Select Date]	[Select Date]	“