BEDFORD BOROUGH COUNCIL

Workshop 1

Neighbourhood Planning Overview

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Welcome

Jon Shortland
Chief Officer Planning & Highways

- An overview of Neighbourhood Planning
- Setting up a steering group
- Funding
- Choosing a consultant
- Gathering evidence base
- Mapping requirements
- Aims, objectives and vision statements
- Questions
- Feedback forms

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Overview of Neighbourhood Planning

- Introduced by Localism Act 2011
- Allows local communities to shape future development in their area
- Can involve Neighbourhood Development Plans, Neighbourhood Development Orders and Community Right to Build Orders

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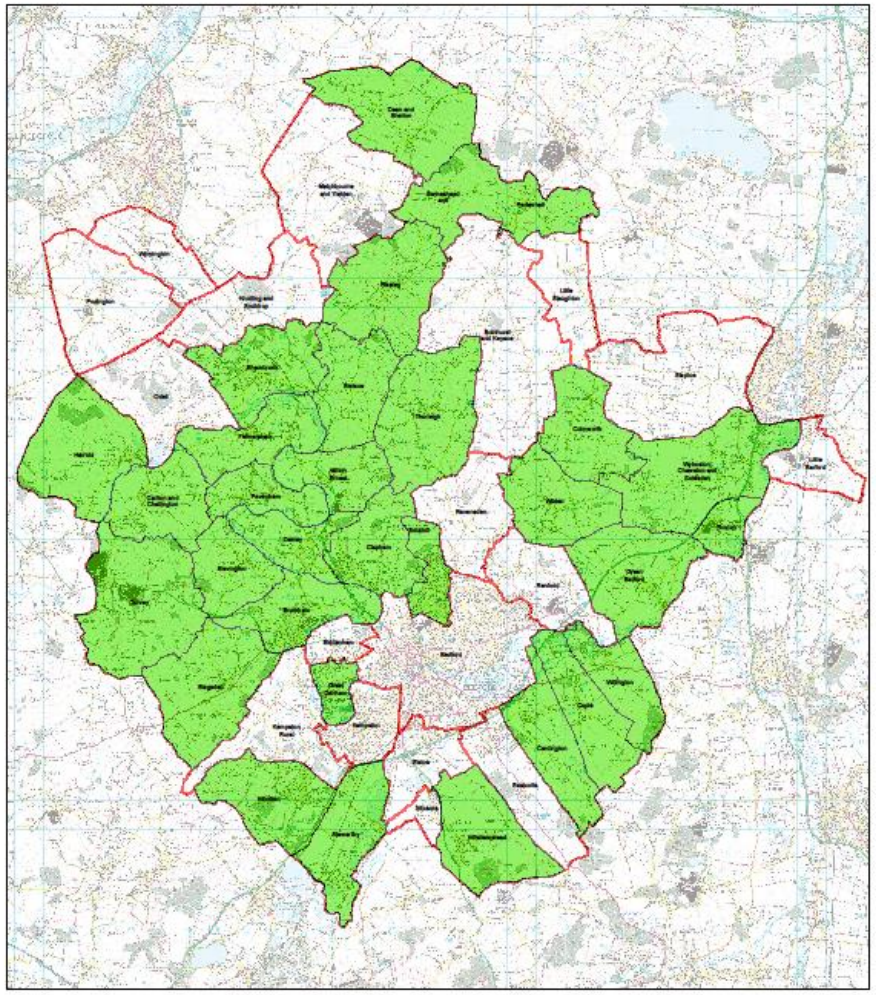

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Designated Neighbourhood Areas in Bedford Borough as at 14 March 2018

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Locality Video – Understanding Neighbourhood Planning

https://www.youtube.com/watch?v=SvAHhrKNVt0

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Getting started

- First step – Parish to decide to prepare a Neighbourhood Plan
- Submit application to Local Authority for a Neighbourhood Area designation
- Application is then considered by the borough council. If it includes the whole parish area, then no need for public consultation.

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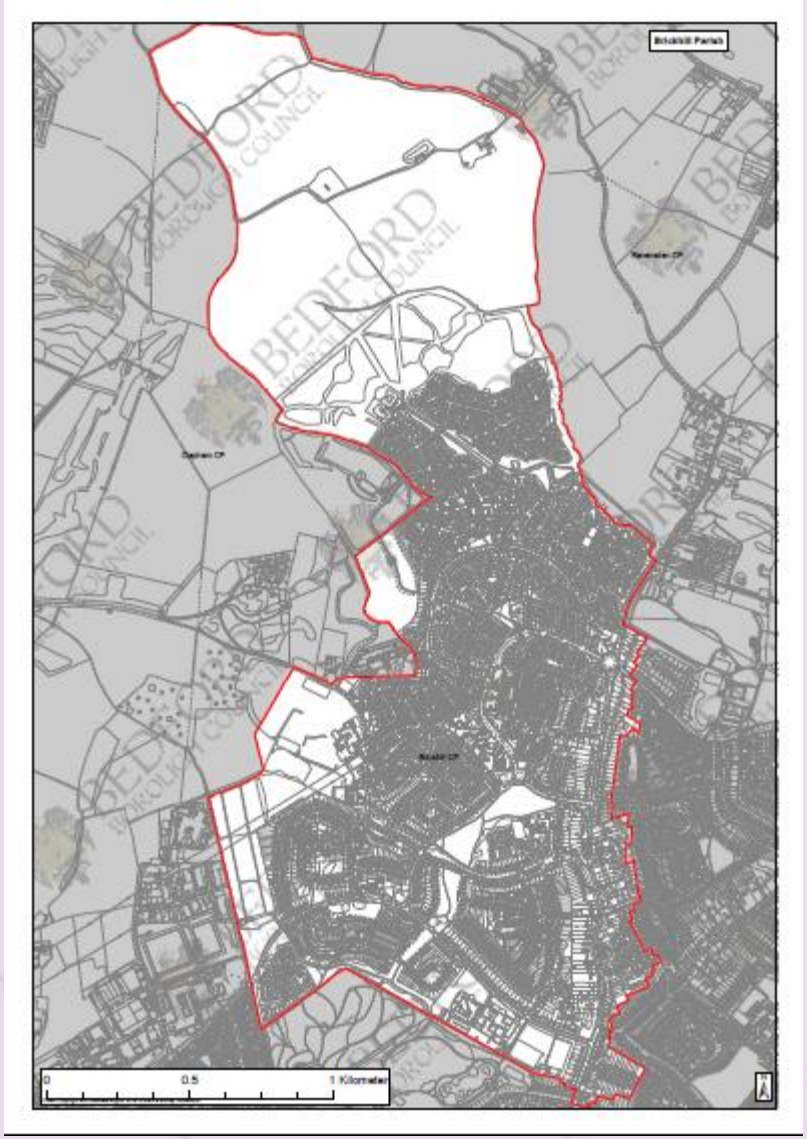

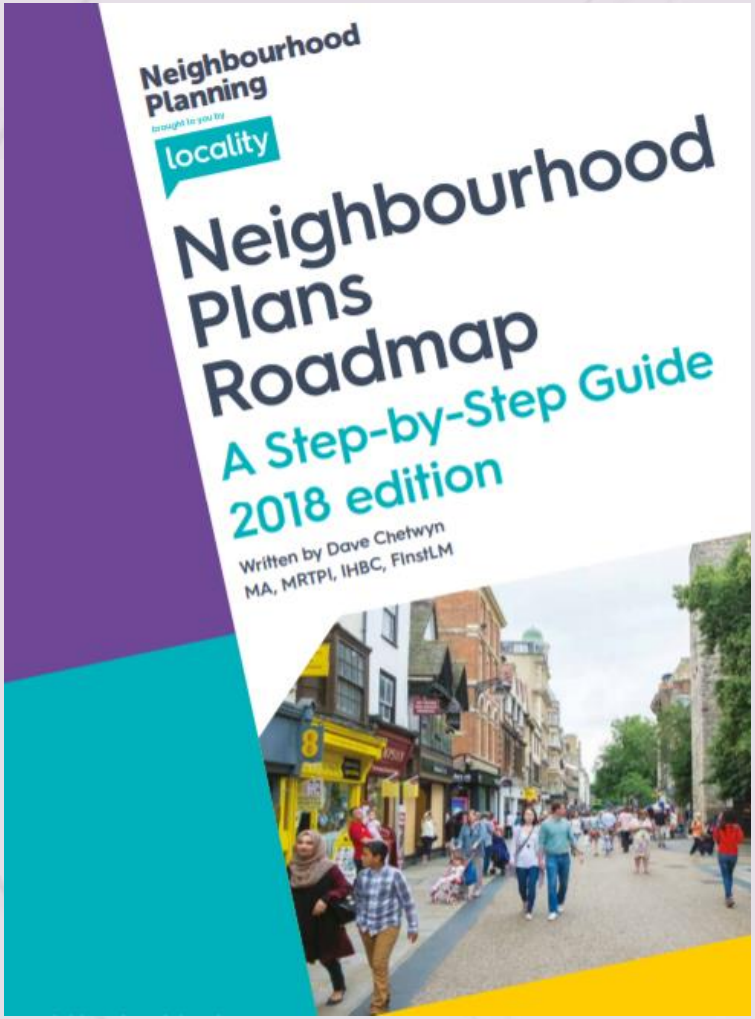

https://neighbourhoodplanning.org/toolkits-and-guidance/create-neighbourhood-plan-step-by-step-roadmap-guide/

Setting up a steering group

- How to get people interested
- An advisory body of the ‘Qualifying Body’ which is the Parish Council.
- Set up a constitution/terms of reference for the group
- Membership can be Parish Councillors, members of the public, BBC Councillors
- Examples of terms of reference available here - https://neighbourhoodplanning.org/toolkits-and-guidance/write-terms-reference-neighbourhood-plans/

Funding

- Government funding is administered by Locality
- Grant funding up to £9,000
- Additional grant funding of up to £8,000
- Technical support

Funding is to be spent by end of financial year or within 12 months whichever is sooner.

Technical support

Packages include:

- Housing needs
- Site assessment
- Evidence base and policy development
- Strategic Environmental Assessment
- Habitats Regulations Assessment
- Master planning
- Design including Design Codes
- Neighbourhood Plan health check

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Technical support delivered through Locality partner AECOM

Further information here – www.Neighbourhoodplanning.org

Choosing a consultant

- Recommendation by others
- Professional bodies – RTPI
- Planning Aid videos - https://www.ourneighbourhoodplanning.org.uk/resources/videos
- Consider what skills are within the NP group or parish.
- May only require a consultant for part of the task, such as writing planning policies or a specific task such as a heritage assessment

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Sources of information

- Environment Agency data
- Natural England – Magic Map
- Historic England
- Public consultation – information from members of the public from drop in sessions, public consultations, events
- Historic Environment Record at Bedford Borough Council
- Local community, local historical group

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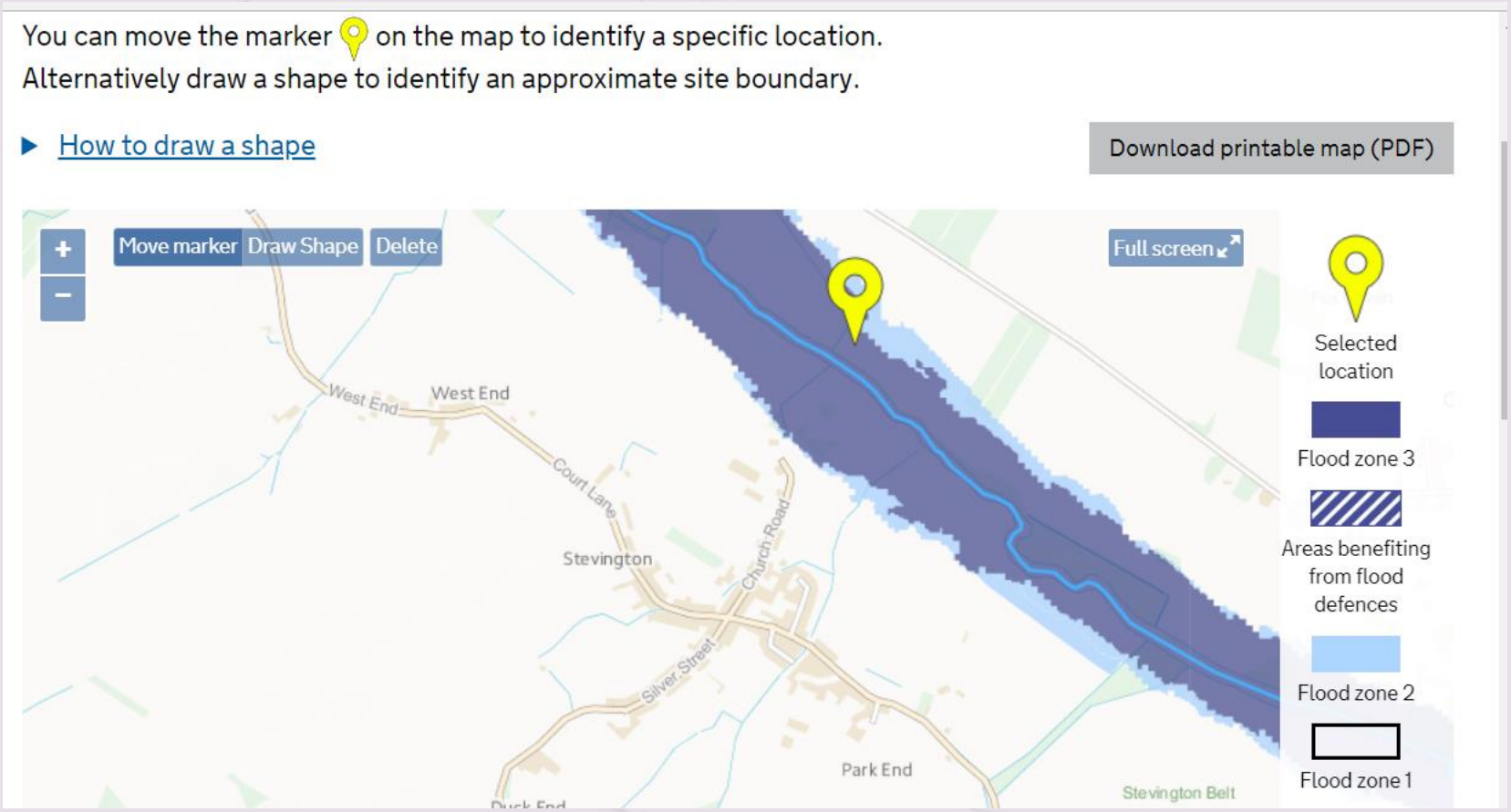
Environment Agency flood mapping
https://flood-map-for-planning.service.gov.uk/



Magic.gov.uk

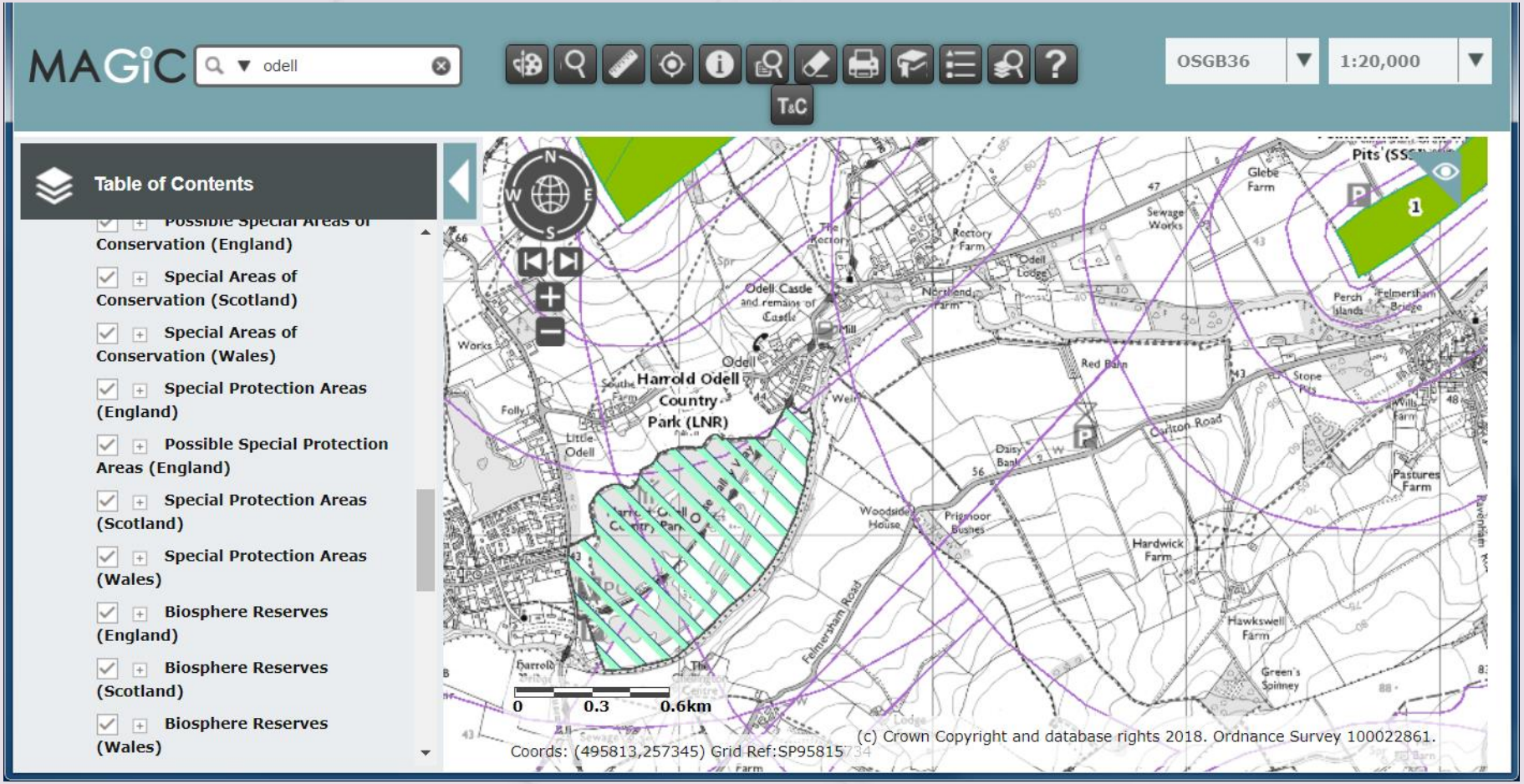

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Table of Contents
Possible Special Areas of Conservation (England)
Special Areas of Conservation (Scotland)
Special Areas of Conservation (Wales)
Special Protection Areas (England)
Possible Special Protection Areas (England)
Special Protection Areas (Scotland)
Special Protection Areas (Wales)
Biosphere Reserves (England)
Biosphere Reserves (Scotland)
Biosphere Reserves (Wales)
Harold Odell Country Park (LNR)
Odell Castle and remains of Castle
Carlton Road
Felmersham Road
0 0.3 0.6km
Coords: (495813,257345) Grid Ref:SP95815
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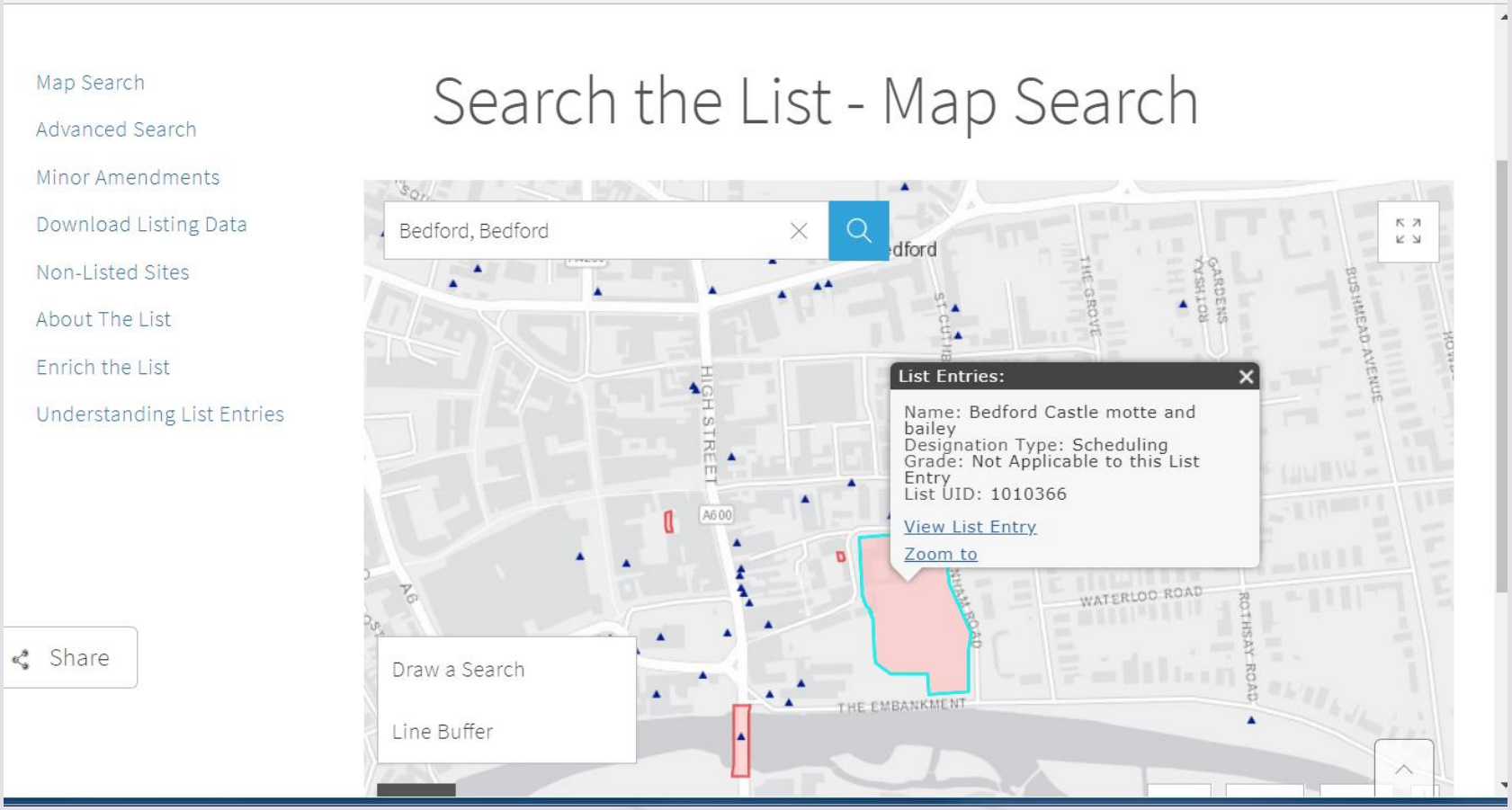
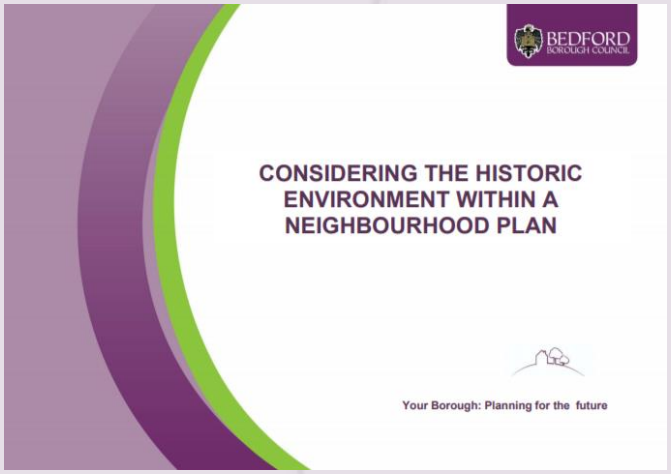
Historic England
https://historicengland.org.uk/listing/the-list/map-search?clearresults=true



Bedford Borough Historic Environment Record

- The most complete source of information on archaeological sites and finds, historic landscapes and historic buildings in the borough.
- Contains over 1000 entries
- Access is free for research, education or general interest, although there is a fee for commercial based enquiries
- By appointment only between 10am-12pm and 2-4pm weekdays at Borough Hall
- Contact geoff.saunders@bedford.gov.uk, Tel: 01234 718561 (Archaeological Officer) or vanessa.clarke@bedford.gov.uk, Tel: 01234 718560 (Senior Archaeological Officer)

Bedford Borough Historic Environment Record



Yielden Castle: Designated heritage asset of archaeological interest (scheduled monument)

© Mark Newman

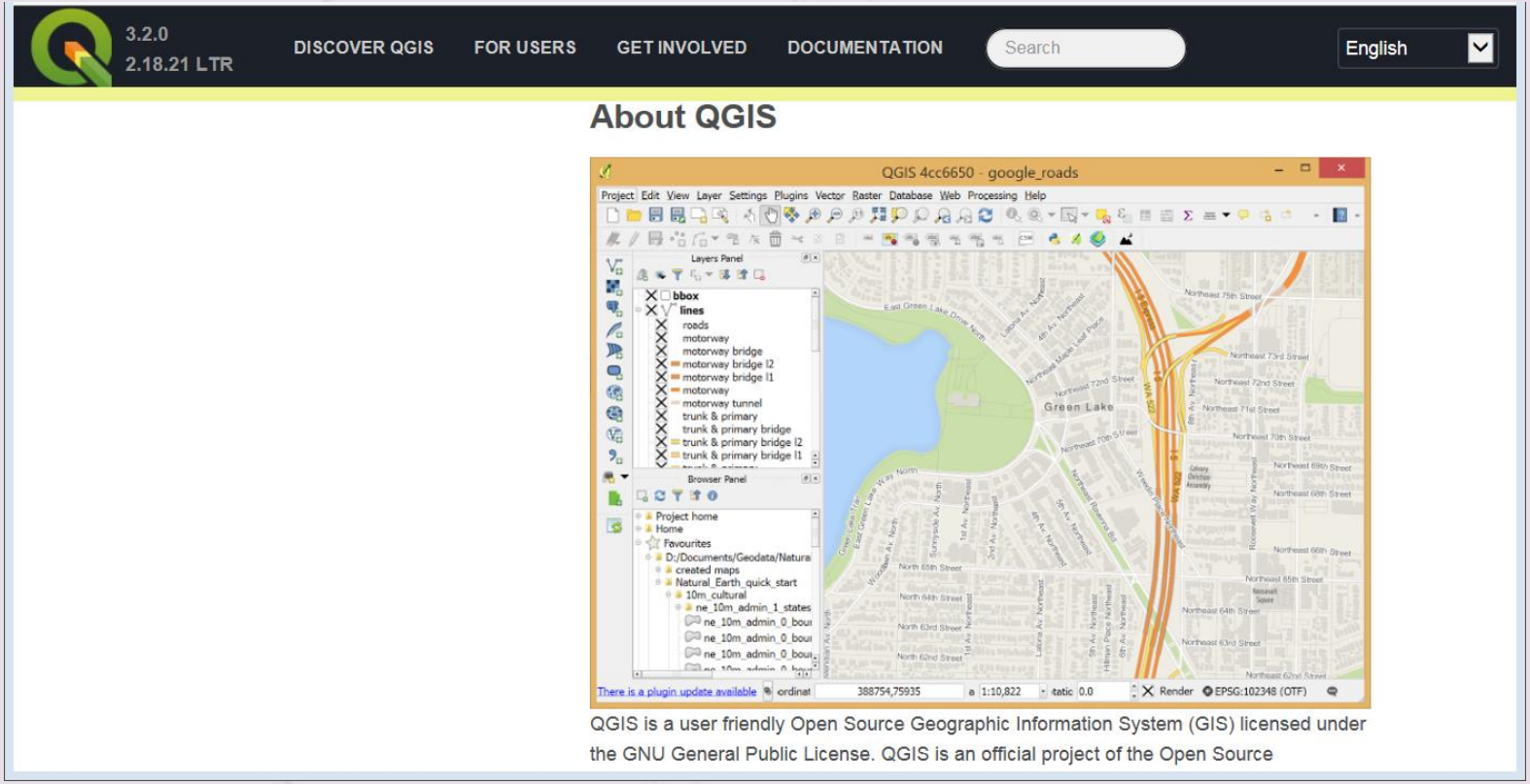
Further guidance on the historic environment available on the BBC NP webpage under Guidance Information

http://www.bedford.gov.uk/environment_and_planning/planning_town_and_country/planning_policy__its_purpose/neighbourhood_planning.aspx

Mapping requirements

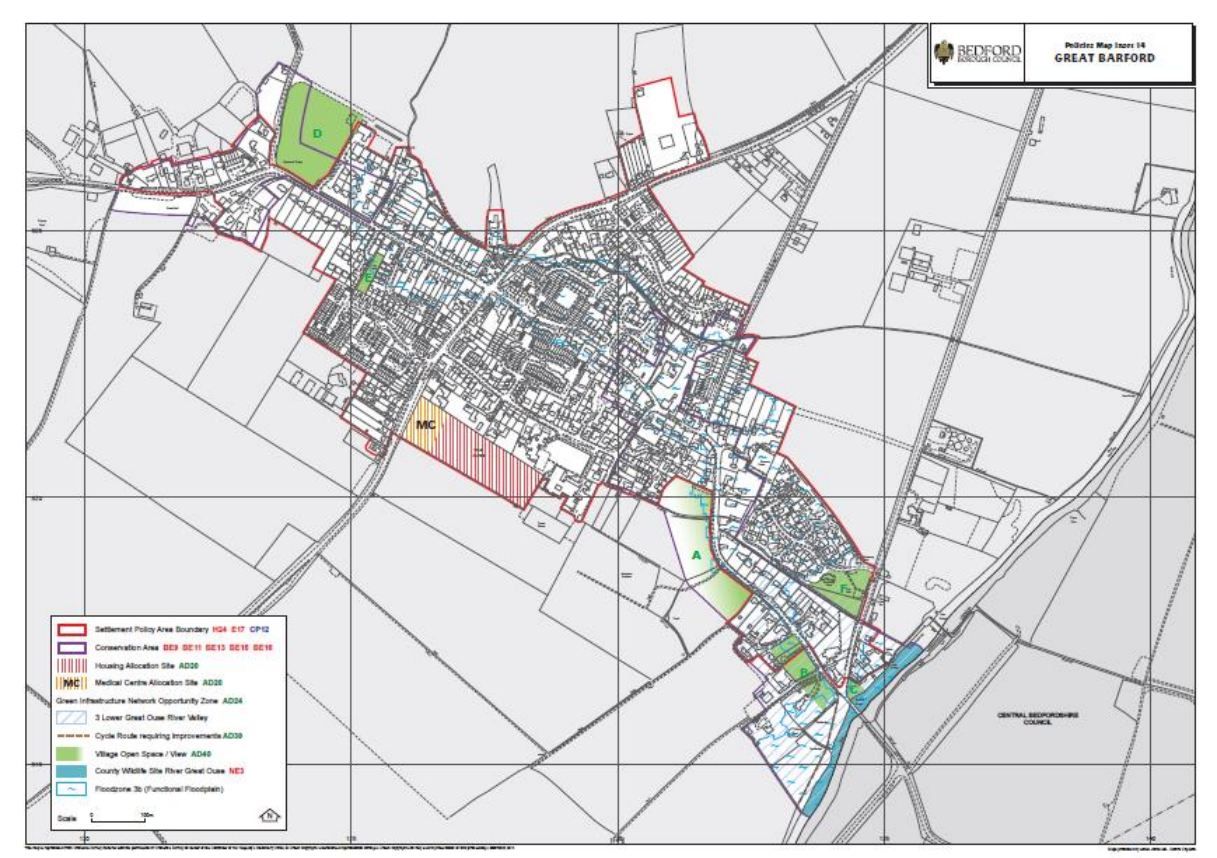
- Parishes and Neighbourhood Plans cannot reproduce Local Plan maps or any other maps produced by BBC in any consultation documents.
- Parish Councils need to produce their own maps.
- Need to use consultants or in house expertise
- Information produced by Bedford Borough Council such as Conservation Areas can be shared with PC, but need to have signed up to the Public Sector Mapping Agreement first.

https://www.ordnancesurvey.co.uk/business-and-government/public-sector/mapping-agreements/public-sector-mapping-agreement.html

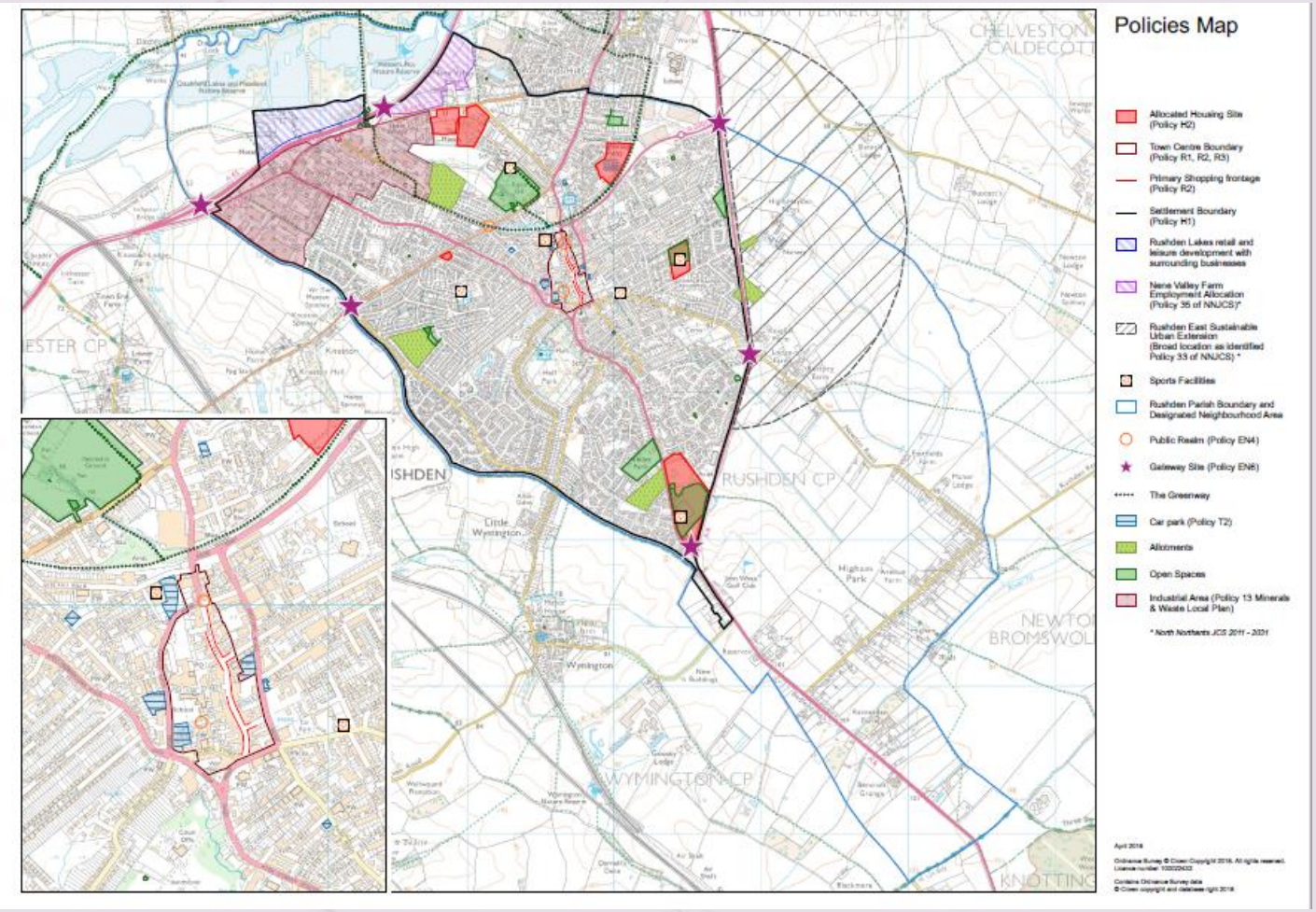


QGIS is a free online software. Other software such as Arcmap require a user licence fee

Parishes will need to produce their own Policies Map to reflect the policies in the Neighbourhood Plan



Existing Bedford Borough Policies Map



Rushden Town Council Policies Map

Evidence base

In order to have justification for policies, they need to be evidenced.

Examples:

- Parking standards – survey of household vehicles
- House types – housing needs assessment
- House design / materials – character assessment of the village
- Local Green Spaces – LGS site assessment
- Green Infrastructure – Green Infrastructure Plan

Sources of information – Planning Aid England
https://www.ourneighbourhoodplanning.org.uk/resources/videos

Key issues, Objectives and Vision

- Identify the key issues your plan will be seeking to address.
- What is unique about the area?
- What do residents like about living in the parish?
- What will help the parish in the future?
- You should think about current issues and any that are likely to emerge over the plan period.
- Non-land use matters should be separated out.

- The vision should be clear and concise – what you want the neighbourhood area to look like by the end of the plan period.
- Objectives - broad statements of intent that will implement your vision for the plan. https://www.ourneighbourhoodplanning.org.uk/storage/resources/documents/How_to_develop_a_vision_and_objectives.pdf
- Both the vision and objectives should be based on the SMART principles of Specific, Measurable, Achievable, Realistic and Time Related. These form the framework to develop policies.

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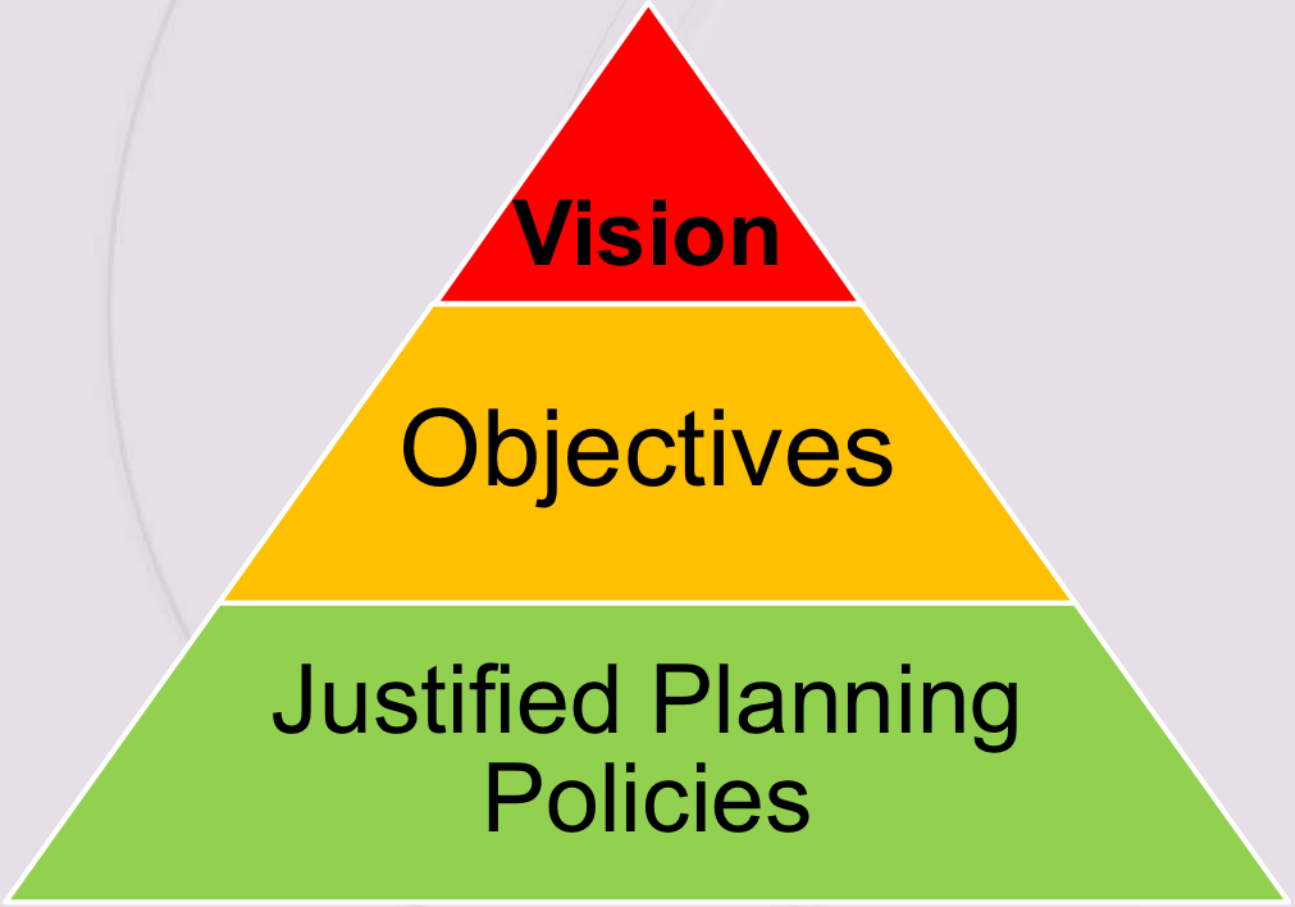
From Vision to Planning Policies



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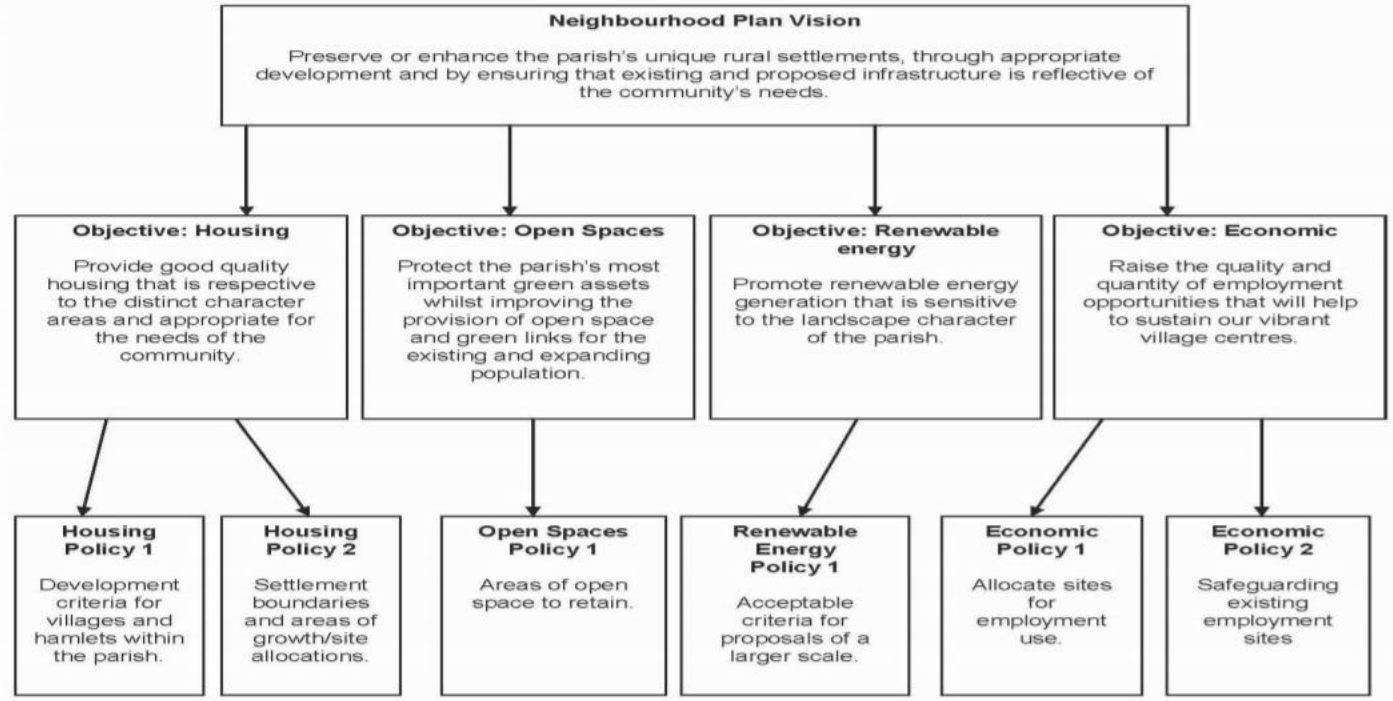
Appendix 1

An example flow chart of how your Vision and Objectives will help to develop your policies.



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Vision Statements

To define the purpose of the plan, but focus on the goals and aspirations during the plan period.

Examples from companies:

- IKEA: “To create a better everyday life for the many people.”

- Starbucks: “To inspire and nurture the human spirit – one person, one cup and one neighbourhood at a time.”

Examples from other Neighbourhood Plans

Feering Neighbourhood Plan Vision

The aim of this plan is to retain and enhance the traditional values of a small rural village ensuring that future development in Feering reflects the community's needs and aspirations, incorporating new technology where appropriate. The built environment should be compatible with local and national policies, but above all should enable all sections of the community to enjoy an improved and sustainable quality of life.

Feering Neighbourhood Plan Key Objectives

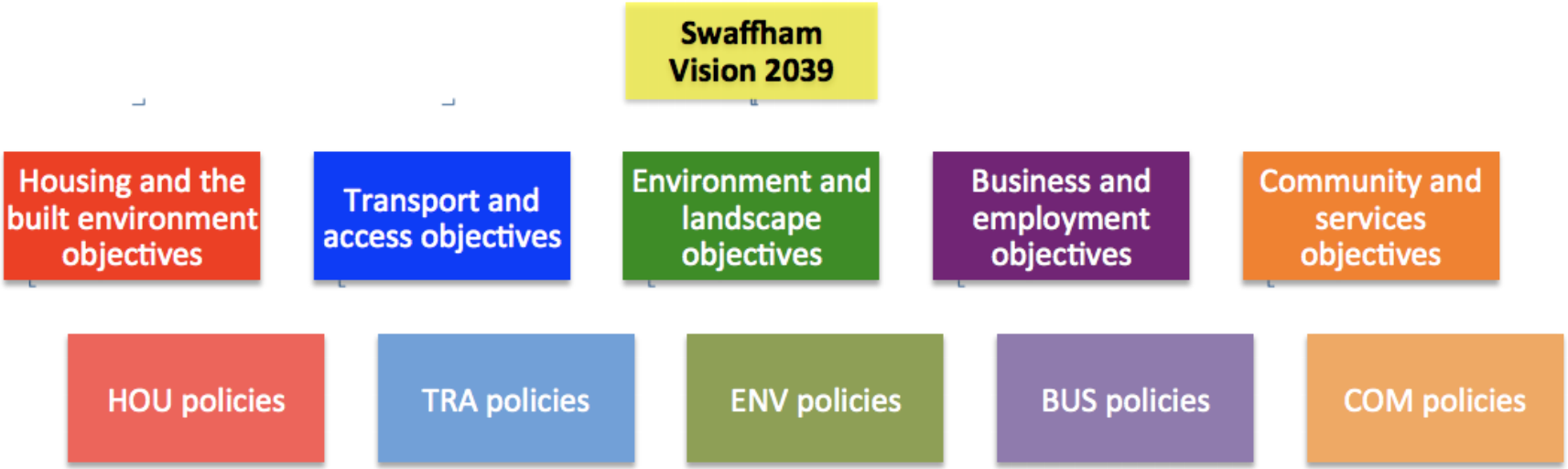
- *Protect the village's character, appearance and modernise its infrastructure including transport and education services.*
- *Affirm which areas of the village should remain as open spaces.*
- *Strengthen community spirit and community health provision by attracting a village based medical centre.*
- *Improve community life with particular reference to the vulnerable, disadvantaged and disabled by strengthening community services.*
- *To develop small scale retail opportunities.*
- *Any new housing development should provide a level of affordable, starter and other appropriate accommodation to meet the current and projected demographic needs of the village.*

Swaffham Neighbourhood Plan
Pre-submission

VISION

By 2039 Swaffham will be a well-connected and flourishing market town, whilst preserving its distinctive and attractive character.

To meet the growing needs of the town and the rural hinterland, it will have a range of high quality homes, new employment opportunities, essential public services and appropriate infrastructure. Growth of the town will respect the natural environment, heritage, character and green credentials. Swaffham will be a sustainable place where people want to live, work and visit.


Swaffham Vision 2039
Housing and the built environment objectives
Transport and access objectives
Environment and landscape objectives
Business and employment objectives
Community and services objectives
HOU policies
TRA policies
ENV policies
BUS policies
COM policies

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Discussion

Example Neighbourhood Area - Bearston

- What are the possible issues within the area?

- Vision and objectives for the NP?
(SMART principles of Specific, Measurable, Achievable, Realistic and Time Related)

- Discussion for 10 mins in groups of 4

- Feedback discussion afterwards

Feedback: 10 minutes

Any questions?

First point of contact for neighbourhood planning:

Sonia Gallaher
Planning Policy
sonia.gallaher@bedford.gov.uk
01234 718570

Example Neighbourhood Area

Bearston

The area has a population of 8,000 people with a high percentage of the population aged over 50 and above. There is a major trunk road to the west of the village which has a high level of traffic.

The population of the village has reduced since the last census due to increased house prices and the number of second homes being bought for holiday use. The number of children at the primary school has reduced which has meant that the number of teachers at the school has reduced as well. There is one secondary school in the village but no sixth form education.

The village has a listed church and a church hall which is very well used by a large number of community groups.

There is a large caravan and camping site on the edge of Bearston due to the close proximity of the Bear Hills which are popular with mountain climbers and walkers. The area also has archaeological sites and a local nature reserve which is home to protected birds.

Due to the flat area in the valley on the edge of Bearston, it is very windy so it is a good location for wind turbines and there are currently 3 wind turbines close to the hills.

Public transport in the village is via a bus service however it only runs one per hour and to the next biggest town of Yogi which has a main train station which leads to the city of Jellystone. There are cycle paths around the village and an off road path to Yogi which is 6 miles away.

There is one small parade of shops in the centre of the village which has a convenience store, post office, takeway fish and chips shop and a café. There is also a bakery and a dog grooming parlour on the edge of town. The closest GP surgery is in the next village 2 miles away.

Feedback Session
Vision and Objectives

Issues for Bearston

- Ageing population
- Reducing population – temporary hol homes
- Traffic
- Visitor pressure
- Wind turbines renewable v landscape impact
- Public transport – lack of
- GP surgery
- Try to keep a community rather than a holiday destination with visitors detrimental
- Schooling
- Second homes - % of the total housing stock
- Shops seasonal – perhaps prices increase in the summer to cover the quieter winter
- Use of church hall – encourage use by other groups
- Protecting archaeological site and nature reserve, particularly by users of the camp site
- Nature of the area is why the tourists come so needs to be a balance
- Affordable houses for young people – higher % affordable houses