

Earls Colne Neighbourhood Plan

**Task Groups – Initial Meeting
Tuesday 26th February 2019**



Agenda

1.	Introduction	Tony Calton
2.	Progress so far on the Neighbourhood Plan	Tony Calton
3.	Overview of scope for each Task Group	
	• Housing	Paul Copsey
	• Environment	Catherine Hayes
	• Economy	Denise Siddall
	• Community Facilities	Nikki Spelling
	• Infrastructure	Robert Cook
4.	Questions	All
5.	Break out sessions	All

Organisation

Parish Council Neighbourhood

Plan Sub Committee

Tony Calton
Hugh Street
Margaret Barratt
Nikki Spelling

Neighbourhood Plan Steering Group

Tony Calton	Paul Copsey
Robert Cook	Nikki Spelling
Sheila Boyce	Margaret Barratt
Denis Siddall	Catherine Hayes
Hugh Street	

Task Group

Housing

Leader: Paul Copsey

Task Group

Environment

Leader: Catherine Hayes

Task Group

Economy

Leader: Denise Siddall

Task Group

Community Facilities

Leader: Nikki Spelling

Task Group

Infrastructure

Leader: Robert Cook

Programme (First Draft)

EARLS COLNE NEIGHBOURHOOD PLAN TIMELINE				2019												2020												2021					
ID	TASK	NOTE	DURATION	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
1	Form Steering Group																																
2	Apply for Designation of Neighbourhood Plan																																
3	Gather Evidence (studies and opinions)																																
4	Agree Vision and Objectives																																
5	Apply for Grant Funding																																
6	Draft the Plan																																
7	Plan 'Health Check' (Critical Friend Assessment)																																
8	First formal consultation on the Plan (Regulation 14 - pre submission draft)	i	6 WKS																														
9	Amend the Pre-Submission Draft																																
10	Prepare Consultation Statement	ii																															
11	Prepare Basic Conditions Statement	iii																															
12	Plan 'screened' under SEA and HRA regulations																																
13	Plan submitted to BDC (Regulation 15)																																
14	Formal consultation on plan by BDC (Regulation 16 - Submission plan)	iv	6 WKS																														
15	Examiner Appointed (Regulation 17)																																
16	Plan examined	v																															
17	Referendum	vi																															
18	Plan is made	vii																															

- i. Undertaken by Parish Council - BDC provide list of statutory consultees + local community
- ii. Explain what action has been taken on Reg 14 comments
- iii. Explain how each policy in the plan meets the four conditions: sustainability, compliance with local plan, compliance with national plan policy, compliance with European plan policy
- iv. Comments from Reg 16 forwarded to examiner but plan not changed
- v. Examiner is empowered to make changes to plan, give ok to go to referendum
- vi. 50% of turnout must say Yes
- vii. Plan made within 6 weeks

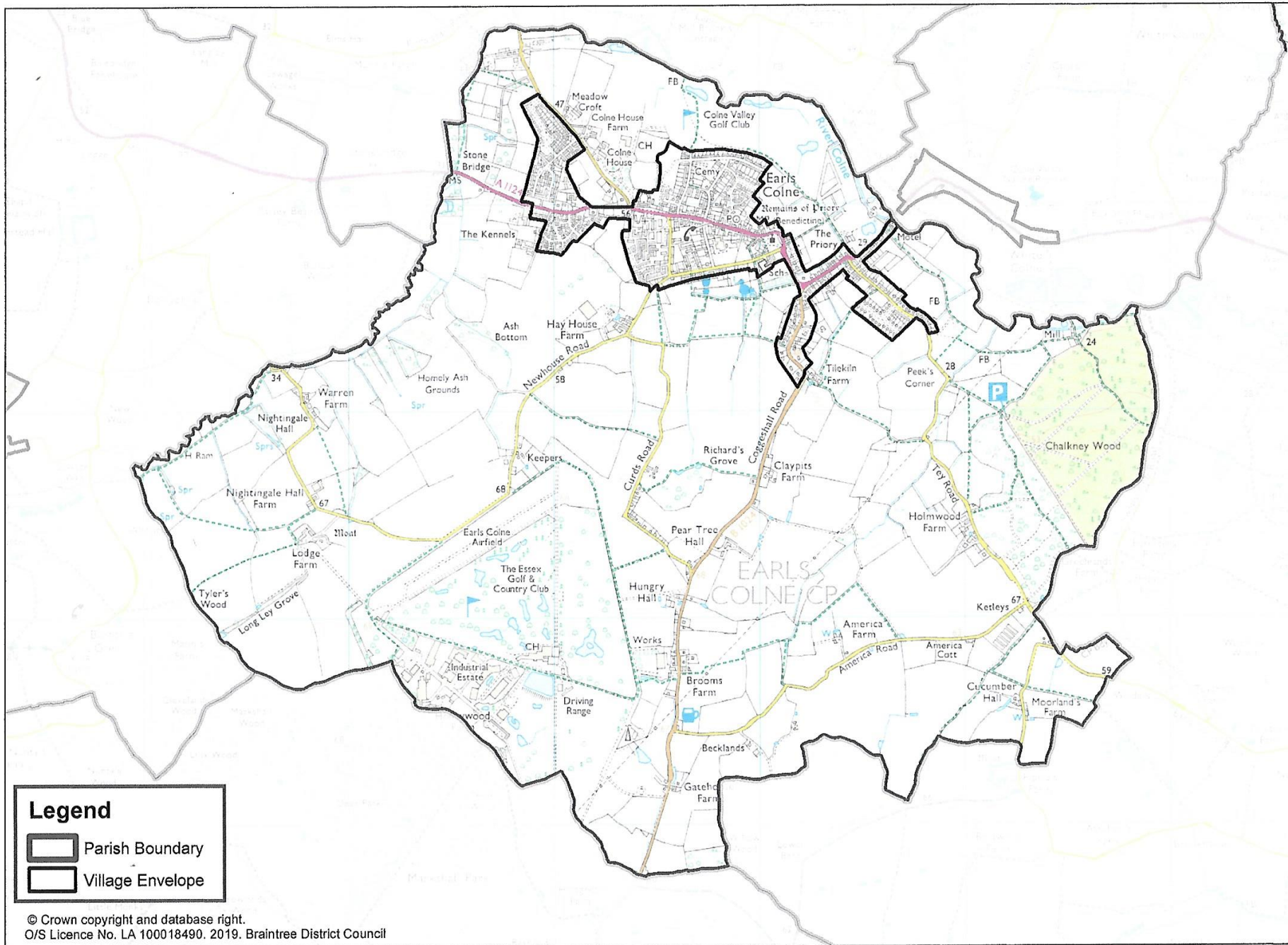
Budget Considerations

Most Parish Councils outsource the Basic Condition Statement and the Consultation Statement
 BDC pays for screening
 If BDC accepts the plan at Reg 15, then the plan is legally theirs from this point onwards and they pay for it

Completion Date June 2021

Other Actions Completed

- Terms of Reference for Steering Group prepared
- Formal application approved by Parish Council on 20th February 2019 for submission to Braintree District Council
- Neighbourhood plan Boundaries agreed (Parish Boundaries)



Task Group - Housing

Activity	Scope
Key things to find out	<ul style="list-style-type: none">• Current population, trends and projections• Current housing stock (type and tenure)• Housing needs (objectively assessed) in the area• Housing prices (purchase and rent) in the area• Existing housing and development policies and strategies• Site availability and assessment of those sites
Advice and guidance	<ul style="list-style-type: none">• PAS advice note Housing Needs Assessment for Neighbourhood Plans• Locality Guide Community Led Housing

Task Group – Housing (cont'd)

Activity	Scope
Documents to look at	<ul style="list-style-type: none">• BDC Housing Strategy• Demographic Projections 2013-2037• Strategic Housing Land Availability Assessment• Strategic Housing Market Assessment (SHMA)• Call for Sites interactive map• Evaluation of Landscape Capacity Analysis Study• Affordable Housing Needs Assessment• Affordable Housing Viability Assessment• Residential Land Availability Assessment
Maps to prepare for inclusion in Plan	Development opportunities (and constraints – see environment) Sites available and their assessment
Possible additional studies	Parish Housing Needs Survey Individual land availability assessments / site assessments

Task Group Environment

Activity	Scope
Key things to find out	<ul style="list-style-type: none">• Public open space in the area and how each is used• The character of the landscape• Flood plains and local drainage• Land of high agricultural value• Land of high biodiversity value• Spaces and trees with designations to protect them• Existing environment and climate change policies• Capacity for carbon reduction and local energy generation
Advice and guidance	<ul style="list-style-type: none">• PAE guide How to prepare a character assessment• PAE video How to address design and character

Task Group Environment (Cont'd)

Activity	Scope
Documents to look at	<ul style="list-style-type: none">• Landscape Character Assessment 2006• Evaluation of Landscape Capacity Analysis Study• Green Spaces Strategy 2008• Open Spaces Action Plan 2014• Mid Essex Flood Risk Assessment• Essex Biodiversity Action Plan• Agricultural Land Classification map (eastern region)• Water Cycle Study Update (in progress)• Climate Change Strategy and Action Plan
Maps to prepare for inclusion in Plan	<ul style="list-style-type: none">• Development constraints such as flood plains, land of high agricultural value, or high biodiversity value• Important Open Spaces within the built environment• Biodiversity value (including TPOs and green corridors)
Possible additional studies	<ul style="list-style-type: none">• Local Open Space & Landscape Assessment and Biodiversity Review (a Parish Green Plan)• Energy Descent Action Plan

Task Group Economy

Activity	Scope
Key things to find out	<ul style="list-style-type: none">• Employment / skills (employment sectors) of economically active residents• Commuting patterns (in and out commuting)• Levels of unemployment• The different classes of existing local businesses• Opportunities for new businesses (possibly different classes) and barriers for business• Local retail offer and unique selling points• The character of the street scene (shop fronts, signage and street furniture)• Opportunities for rural tourism and business opportunities in the countryside
Advice and guidance	<ul style="list-style-type: none">• Planning Practice Guidance Ensuring the vitality of Town Centres• LGA Publication Tackling Skills Gaps

Task Group Economy (Cont'd)

Activity	Scope
Documents to look at	<ul style="list-style-type: none">• Economic Development Prospectus 2013-2026• Employment Sites Viability Review 2012• Employment Land Needs Assessment Study (in progress)• Retail Study Update (in progress)
Maps to prepare for inclusion in Plan	<ul style="list-style-type: none">• Local business and retail sites
Possible additional studies	<ul style="list-style-type: none">• Town or Village Centre Study and Strategy

Task Group Community Facilities

Activity	Scope
Key things to find out	<ul style="list-style-type: none">• The buildings (and sites) that are used to deliver community services (education, health, sport, leisure and general wellbeing)• The condition and capacity of each building / site• Impact of changing demographics on the delivery of community services• Impact of new development on the delivery of community services• The need for additional, or different, buildings / sites to enable continued delivery of community services
Advice and guidance	<ul style="list-style-type: none">• Planning Practice Guidance Health and Wellbeing• Planning Practice Guidance Open Space, Sport and Recreation• LGA publication The council role in school place planning• LGA publication on the role of Health and Well Being Boards• LGA publication The Challenges of an ageing society• LGA publication Creating a better care system• PAS Evidence Template Youth Facilities

Task Group Community Facilities (Cont'd)


Activity	Scope
Documents to look at	<ul style="list-style-type: none">• Community Facilities / Halls Assessment (in progress)• Infrastructure Plan (in progress)• Open Spaces, Sport and Recreation Strategy (in progress)• Commissioning School Places in Essex 2014 - 2019• Mid Essex Clinical Commissioning Group (MECCG) Back to Balance, Fast Forward 5 year strategy 2014-2019
Maps to prepare for inclusion in Plan	<ul style="list-style-type: none">• Locations of Community Buildings used for education, health, sport, leisure and general wellbeing
Possible additional studies	<ul style="list-style-type: none">• Local assessment of community facilities and capacity to deliver community services

Task Group Infrastructure

Activity	Scope
Key things to find out	<ul style="list-style-type: none">• Different transport infrastructure (footpaths, cycleways, bridleways, pedestrian footways, roads, rail)• Parking facilities• Strengths and weaknesses of local transport infrastructure and parking• Car ownership / number of vehicles• Assessment of traffic flow and congestion• Road traffic accidents and assessment of safety• Impact of new development on transport infrastructure
Advice and guidance	<ul style="list-style-type: none">• Planning Practice Guidance Transport Evidence Base• Planning Practice Guidance Travel Plans and Transport Assessments

Task Group Infrastructure (Cont'd)

Activity	Scope
Documents to look at	<ul style="list-style-type: none">• Local Transport Plan 2011 – Essex CC• Highways Impact Assessment (in progress)• Cycling Strategy (in progress)• Parking Standards 2009• Public Rights of Way definitive map
Maps to prepare	<ul style="list-style-type: none">• Network of walking and cycling routes• Main vehicle routes• Access to key destinations
Possible additional studies	<ul style="list-style-type: none">• Parish level traffic volume studies• Assessment of traffic calming measures

The logo of Earl's College British Council is a circular emblem. It features a central shield divided vertically into two halves: the left half is maroon with a white five-pointed star, and the right half is yellow. The shield is set against a white background within a circular border. The words "EARL'S COLLEGE" are written in a serif font along the top arc of the circle, and "BRITISH COUNCIL" is written along the bottom arc.

Any Questions?

Decision Time

Which Task Group would you like to get involved with?

- *Housing – Paul Copsey*
- *Environment – Catherine Hayes*
- *Economy – Denise Siddall*
- *Community Facilities – Nikki Spelling*
- *Infrastructure – Robert Cook*