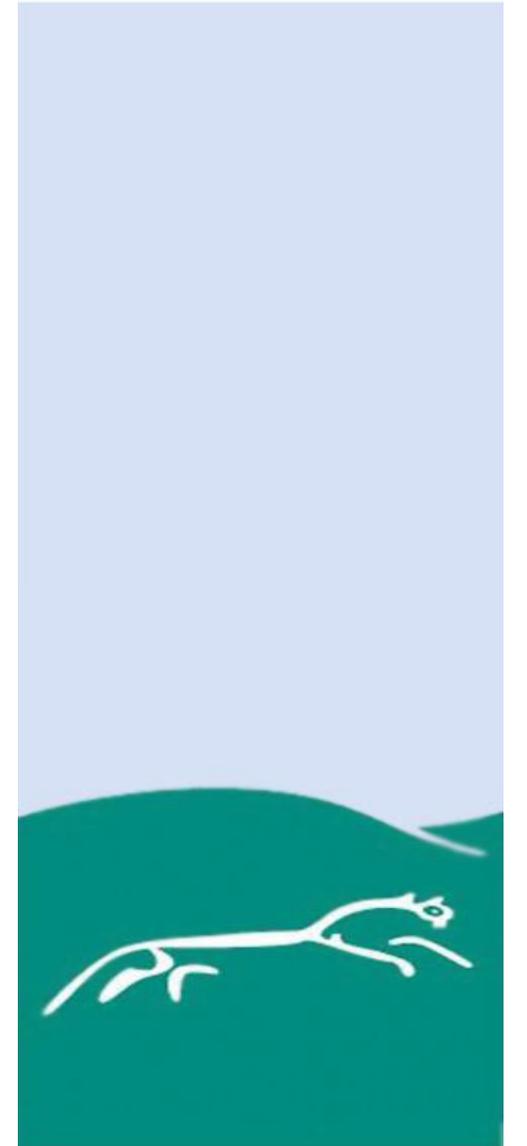


Welcome to our workshop!

After registering, please help yourself to refreshments and use this opportunity to network before the presentation starts

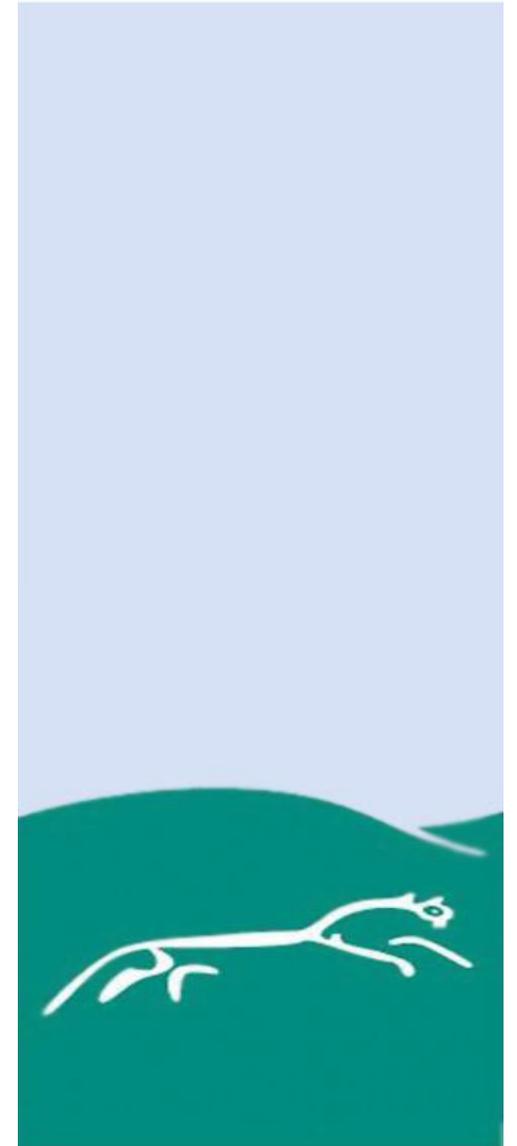


Welcome to our workshop

Policy Writing for Neighbourhood Planners



July 2019



Who's who and how we can help

Neighbourhood Planning Team



Ricardo Rios



Deborah Bryson



Cheryl Soppet



Robyn Tobutt

Community Engagement Team



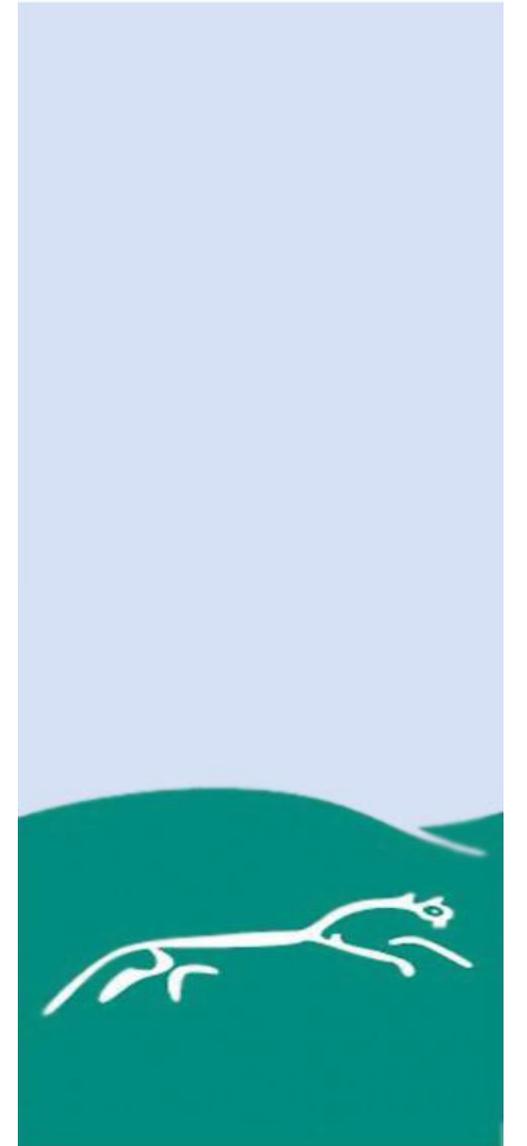
Jodie Wales



Anne Richardson



Jess Wilmshurst



Content of workshop

Networking opportunity

Guidance on neighbourhood planning policy writing

Common issues with neighbourhood planning policies

Activity 1 and 2: Dealing with common issues

- Lack of clarity and/or precision
- Repetition – less detail, no local distinction

Short break

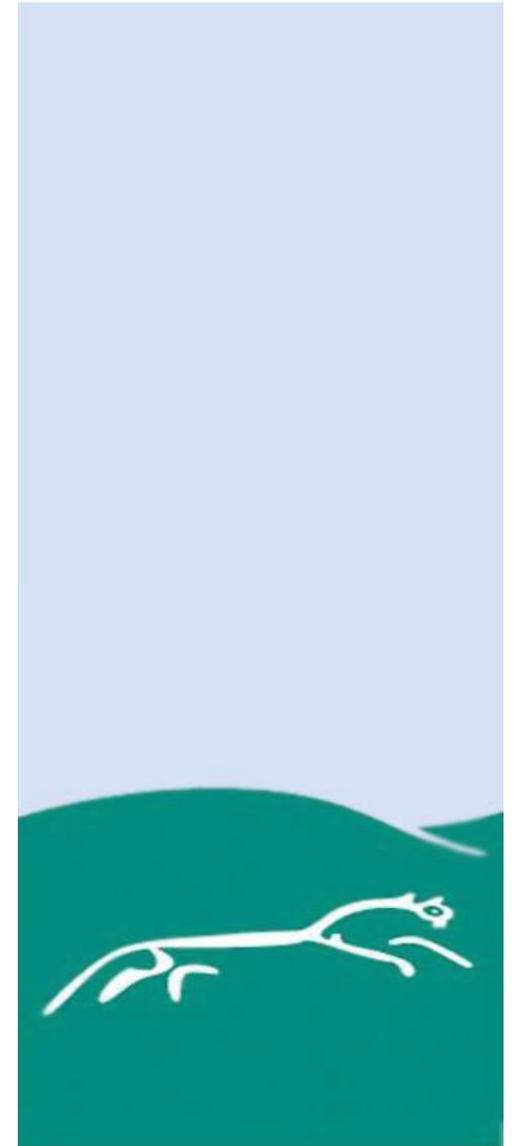
Additional guidance and resources

Activity 3 and 4: Dealing with common issues

- Lack of evidence
- Conflict

Activity 5: Critique and feedback on pre-submitted policies

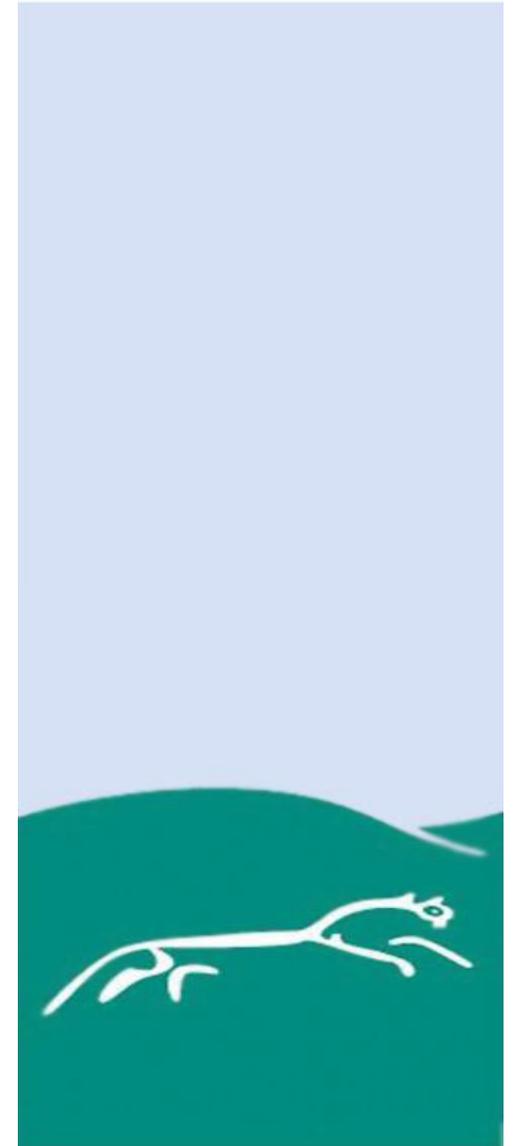
Q&A



Our intended outcomes

The workshop will help increase knowledge of:

- **common issues** with neighbourhood planning policies and how to overcome them
- **best practice** and policy writing using real life examples
- how to apply, interpret and identify the **scope of policies** for your plan
- what policy writing **guidance and resources** are available
- what policies **should (and shouldn't)** be included in neighbourhood plans
- writing **effective** policies



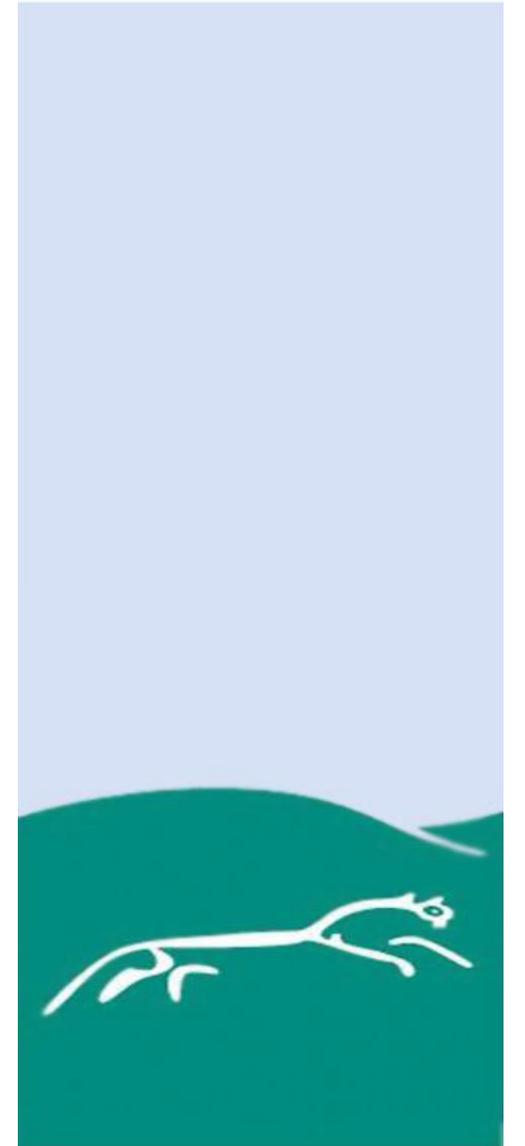
Important legal definitions

A **neighbourhood development plan** sets out policies in relation to the **development and use of land**

(Section 38A of the The Planning and Compulsory Purchase Act 2004)

Development means the carrying out of building, engineering, mining or other operations in, on, over or under land, or the making of any material change in the use of any buildings or other land

(Section 55 of The Town and Country Planning Act 1990)

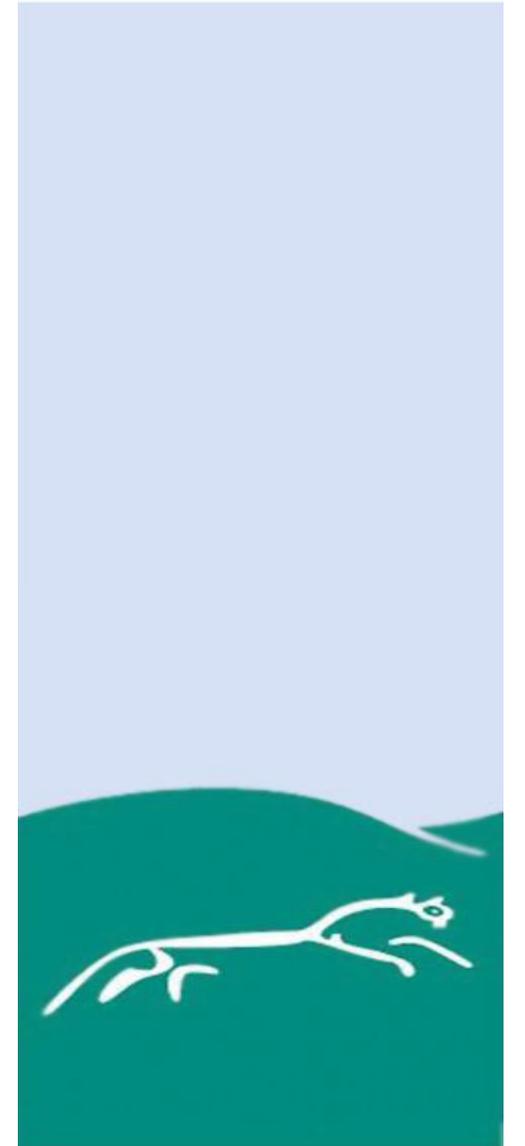


Important legal requirements

The basic conditions that a draft **neighbourhood plan** must meet if it is to proceed to referendum are:

(a) having regard to national policies and advice contained in guidance issued by the Secretary of State it is appropriate to make the plan.

(d) the making of the plan contributes to the achievement of sustainable development.

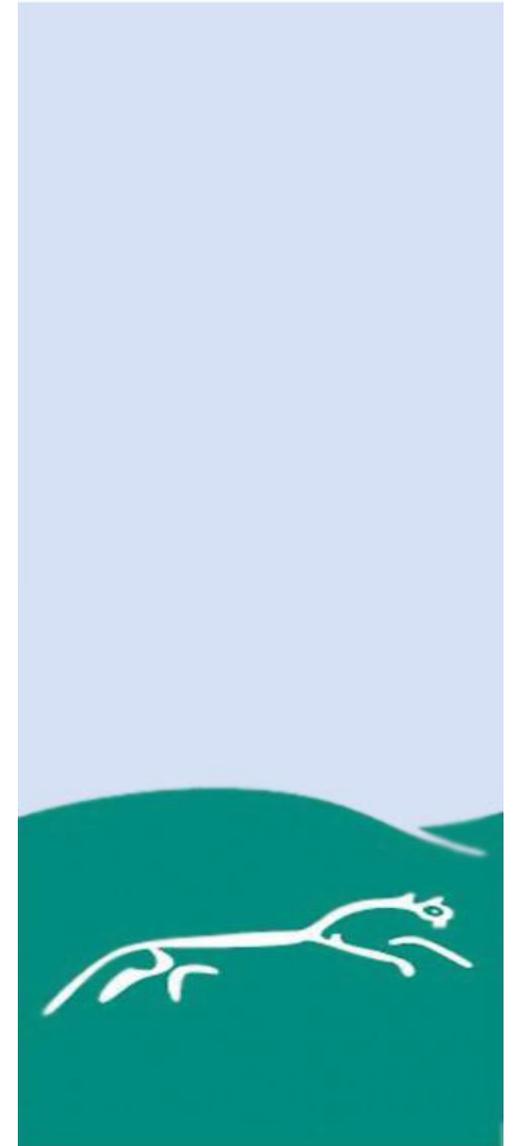


Important legal requirements...con't

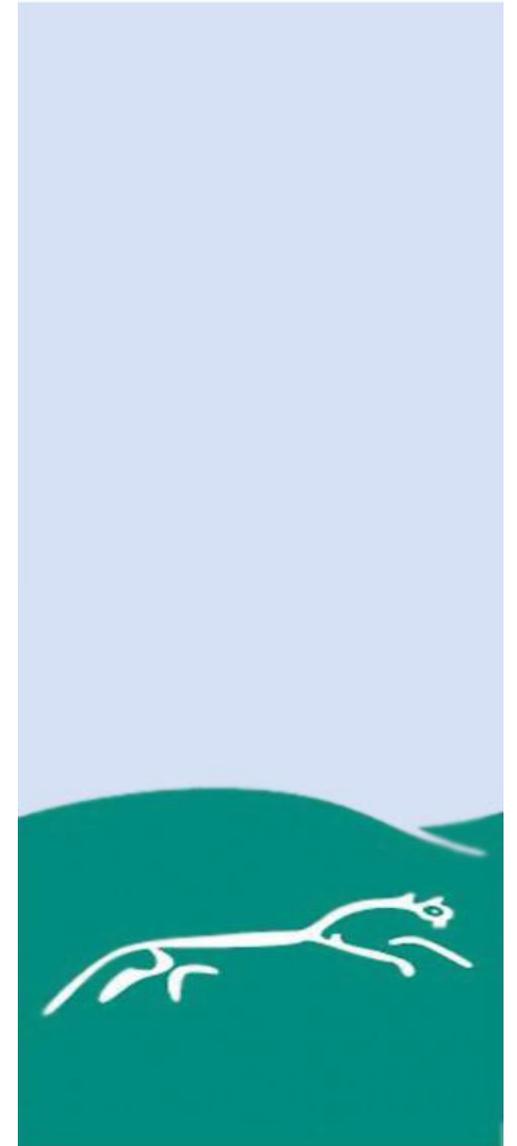
(e) the making of the plan is in general conformity with the strategic policies contained in the development plan for the area.

(f) the making of the plan does not breach, and is otherwise compatible with, EU obligations.

(g) prescribed conditions are met in relation to the plan and prescribed matters have been complied with in connection with the proposal for the plan.



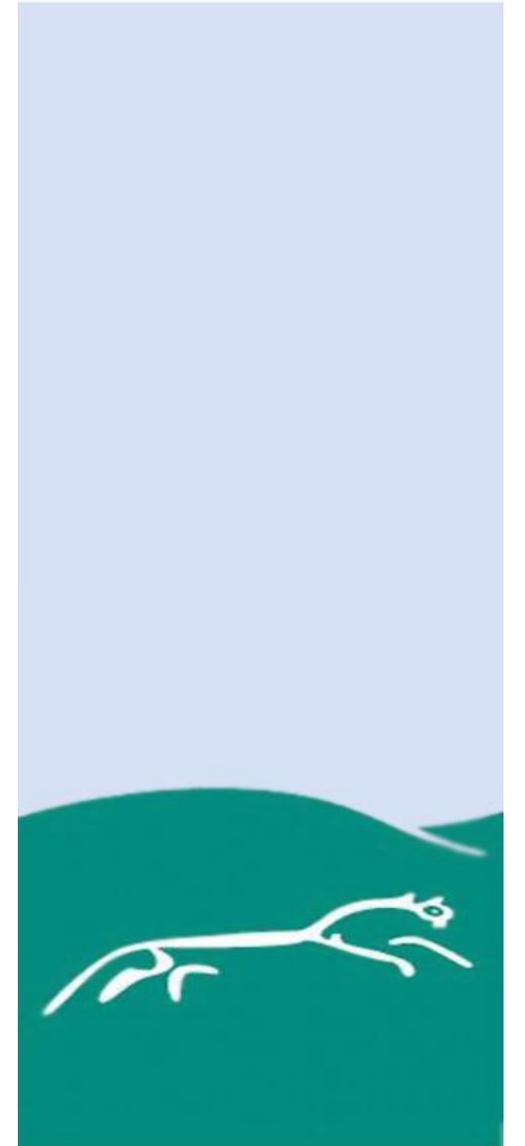
Expectations set by National Planning Policy



Expectations set by National Planning Policy

Neighbourhood plans should:

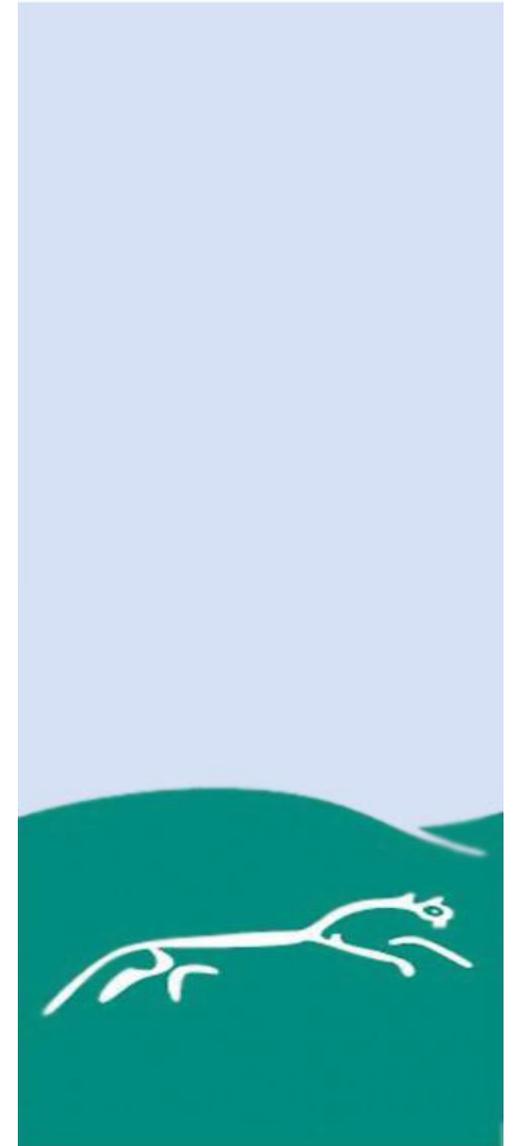
- be prepared with the objective of contributing to the achievement of sustainable development
- be prepared positively, in a way that is aspirational but deliverable
- be shaped by early, proportionate and effective engagement between planmakers and communities, local organisations, businesses, infrastructure providers and operators and statutory consultees



Expectations set by National Planning Policy

Neighbourhood plans should also:

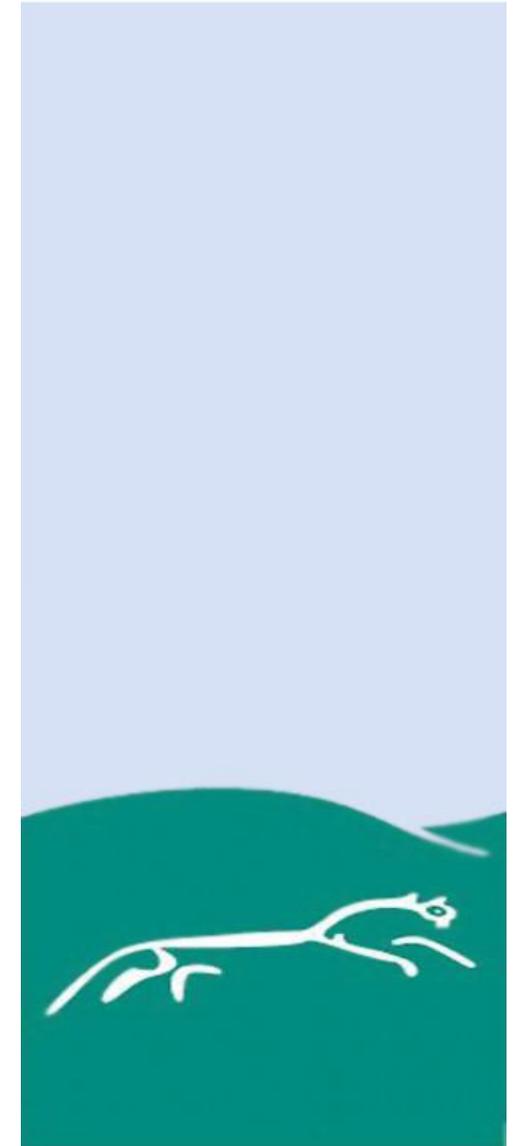
- contain policies that are clearly written and unambiguous, so it is evident how a decision maker should react to development proposals
- serve a clear purpose, avoiding unnecessary duplication of policies that apply to a particular area
- support the delivery of strategic policies contained in local plans or spatial development strategies
- shape and direct development that is outside of these strategic policies.



Expectations set by National Planning Policy

And finally...**Neighbourhood plans** should:

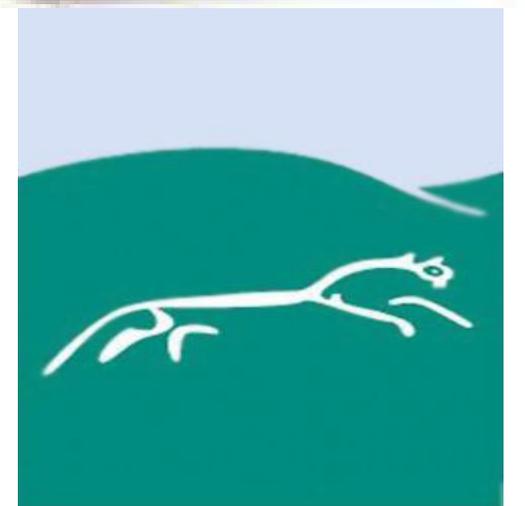
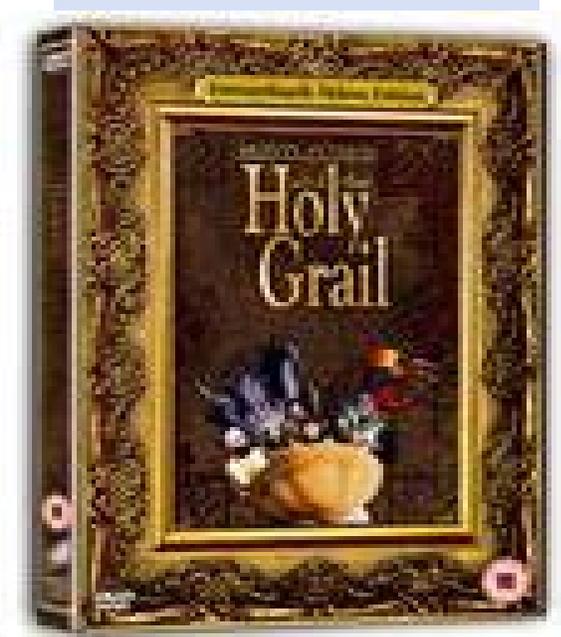
- set out more detailed policies for specific areas, neighbourhoods or types of development. This can include allocating sites, the provision of infrastructure and community facilities at a local level, establishing design principles, conserving and enhancing the natural and historic environment and setting out other development management policies.
- shape, direct and help to deliver sustainable development, by influencing local planning decisions as part of the statutory development plan.
- not promote less development than set out in the strategic policies for the area, or undermine those strategic policies.



Expectations set by National Planning Practice Guidance

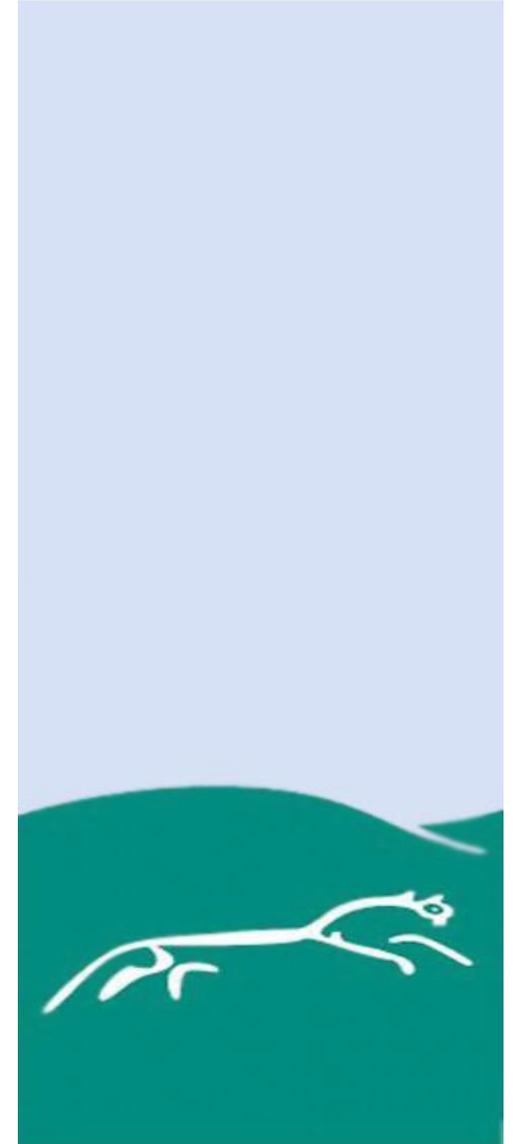
Neighborhood planning policies should be **clear** and **unambiguous**. They should be drafted with sufficient clarity that a decision maker can apply them consistently and with confidence when determining planning applications.

The policies should be **concise**, **precise** and **supported by appropriate evidence**. They should be **distinct** to reflect and respond to the unique characteristics and planning context of the specific neighbourhood area.



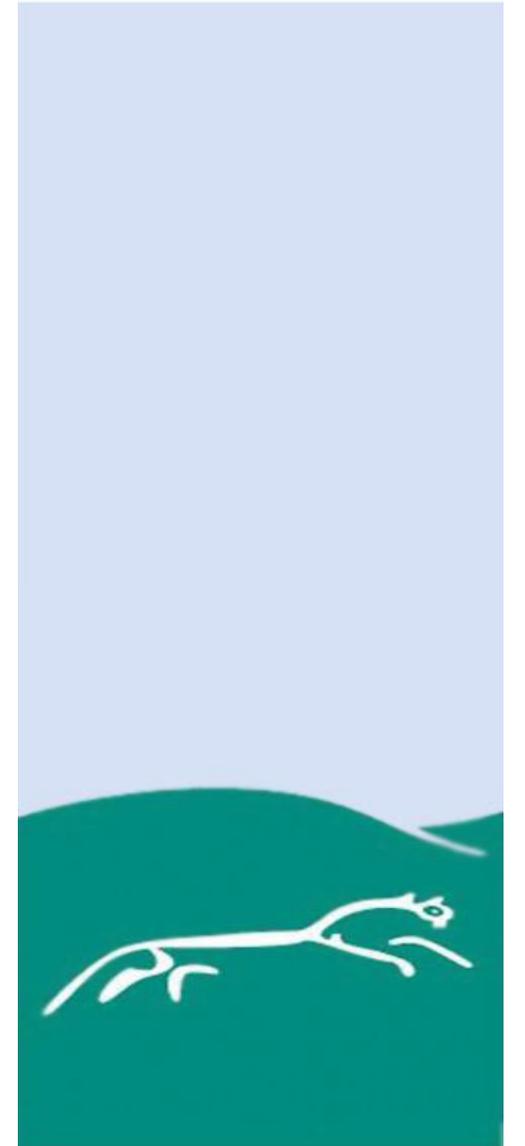


A good understanding of the scope, expectations and limitations of neighbourhood plans will help you find the most efficient way to prepare an effective plan.



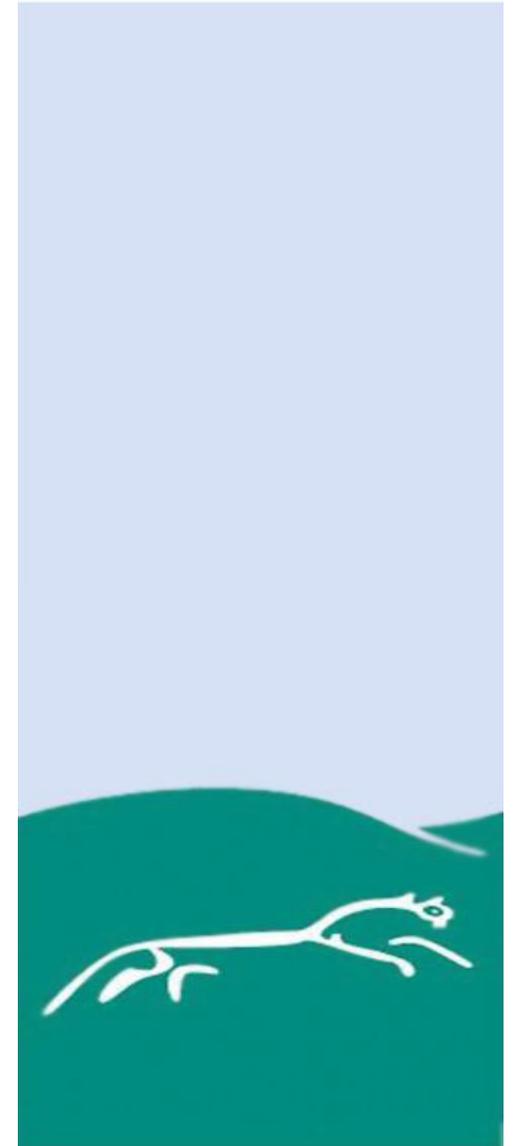
Case Study - Common issues Part 1 - Clarity and Precision

- New development in Littlefern will be focused on the four proposed housing allocations (site-specific Policies NP1, NP2 and NP3), which will deliver approximately 94 dwellings.
- Development proposals which reflect the scale and character of the village will be supported within the built-up areas of Littlefern where they accord with the policies of this Plan and the Development Plan for the district.
- New development elsewhere in the neighbourhood area will only be supported if they are appropriate for a countryside location and are otherwise consistent with other policies in this Plan and in the Development Plan.



Case Study - Common issues Part 1 - Clarity and Precision

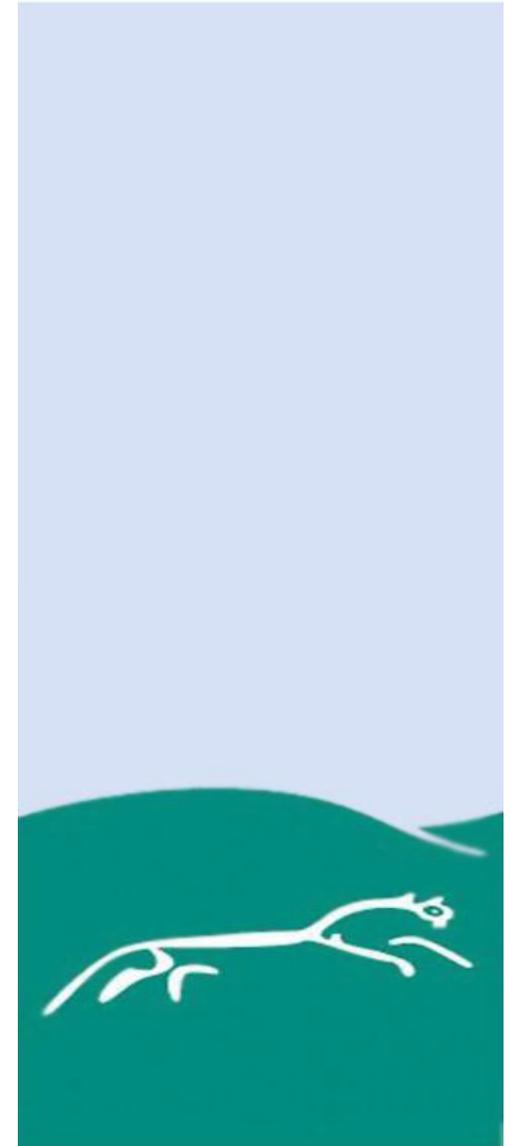
- **New development** in Littlefern will be focused on the four proposed housing allocations (site-specific Policies NP1, NP2 and NP3), which will deliver approximately 94 dwellings.
- **Development proposals** which reflect the scale and character of the village will be supported within the built-up areas of Littlefern where they accord with the policies of this Plan and the Development Plan for the district.
- **New development** elsewhere in the neighbourhood area will only be supported if they are appropriate for a countryside location and are otherwise consistent with other policies in this Plan and in the Development Plan.



Case Study - Common issues Part 2 - Repetition

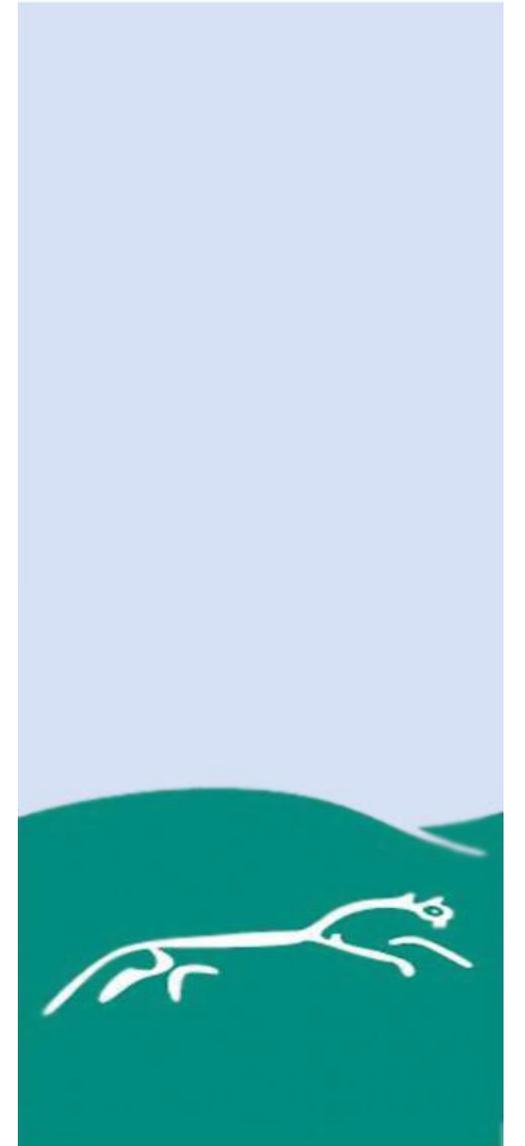
Repetition could lead to: less detail, no local distinction, and conflict.

- Proposals for infill development, which reflect the scale and character of the village, will be supported within the built-up area of NDP Village where they accord with the policies of this Plan and the Development Plan for the district.



Case Study - Common issues Part 2 - Repetition

At the Smaller Villages, limited infill development may be appropriate within the existing built areas of these settlements, or if it is allocated within an adopted Neighbourhood Development Plan or future parts of the Local Plan 2031. Proposals for limited infill development will be supported where they are in keeping with local character and are proportionate in scale and meet local housing needs, and/ or provide local employment, services and facilities.

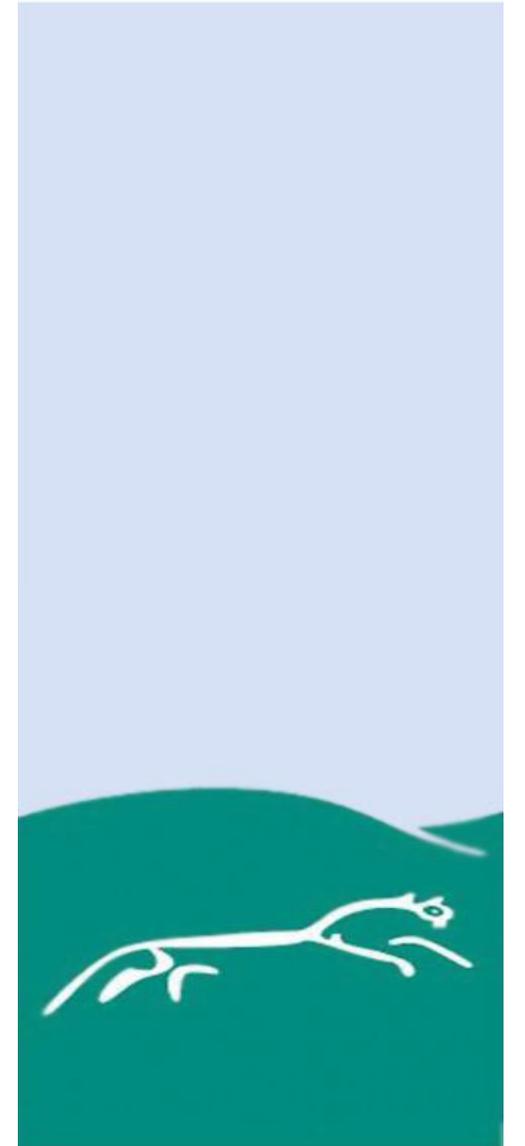


Activity 1 - Writing effective policies - Clarity

On your table you have two sheets, one containing submitted policies and one containing comments from examiners.

- 1. Read** through both sheets.
- 2.** In your groups **match up** which submitted policy (Sheet 1) relates to which examiner comment (sheet 2).
- 3.** Identify **one person in your group** to present the findings for your table.

You have 10 minutes...

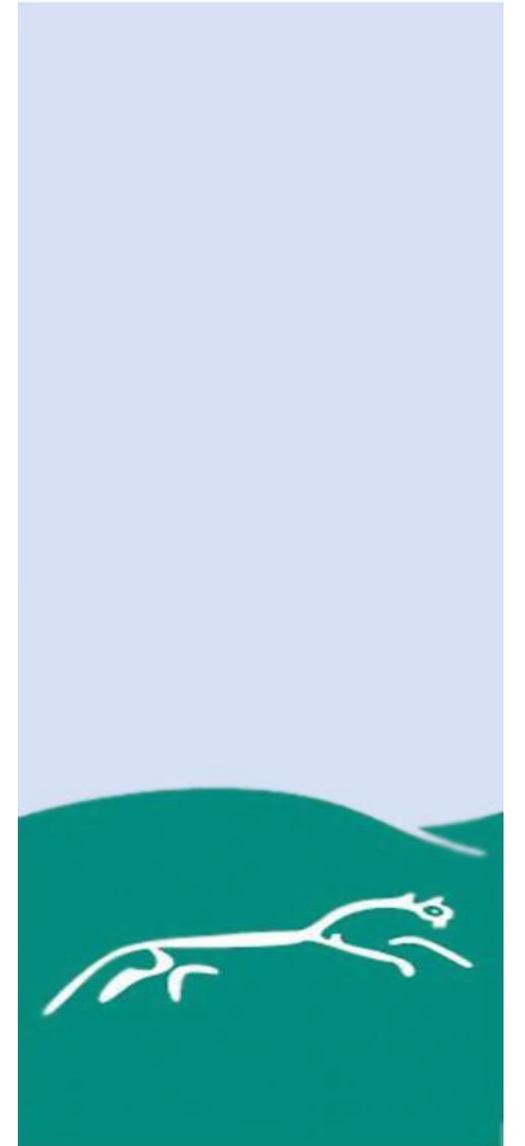


Activity 2 - Writing effective policies - Repetition

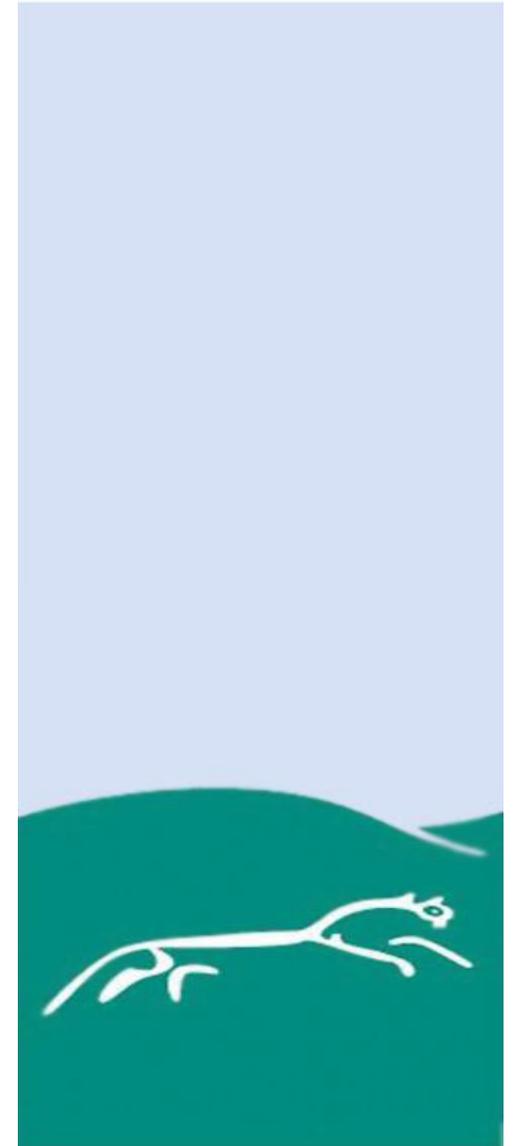
On your table you should have **three examples** with **two policies** on each sheet.

1. Read the **two policies** on each sheet of paper.
2. Out of the **two policies** per example, decide which one is **better** and **why**.
3. Identify **one person in your group** to present the findings for your table.

You have 10 minutes...



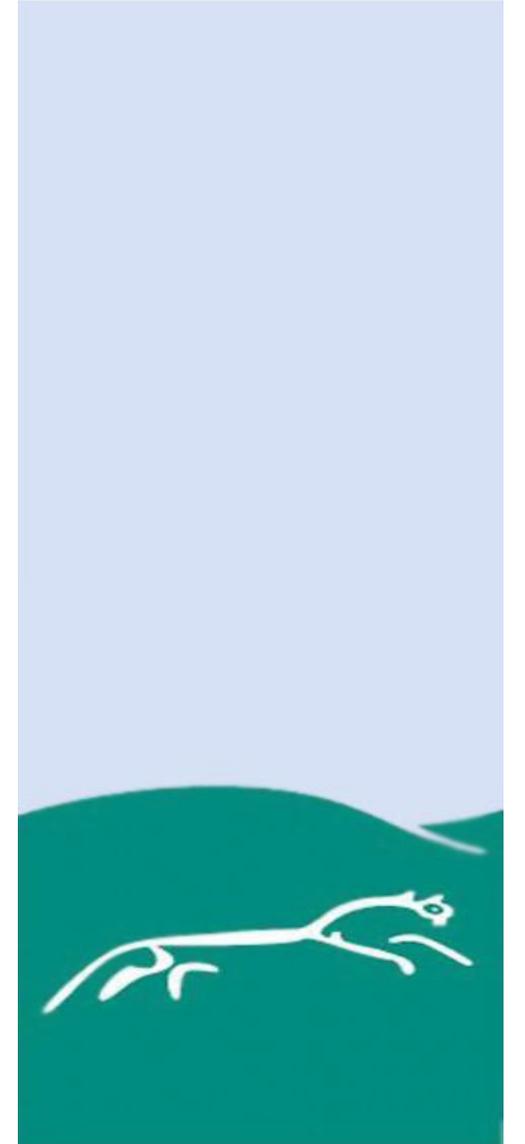
Short break

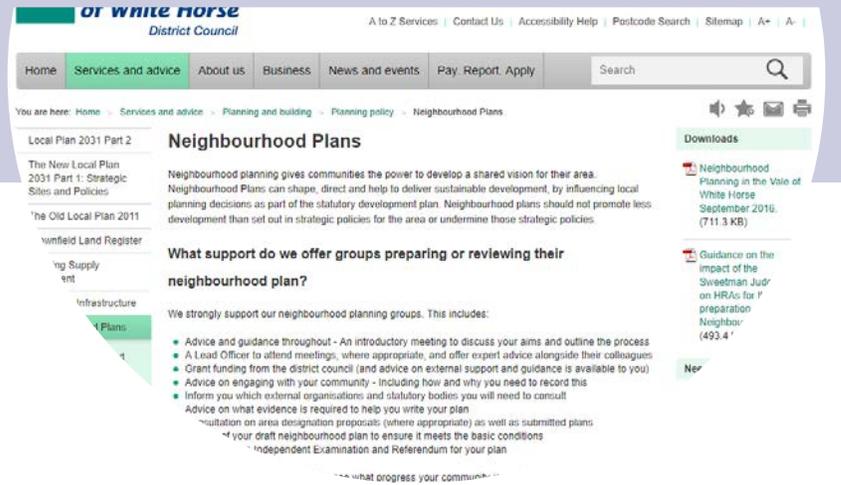


Are there any policies you've come across which have really impressed you?

The policies that really impress me are those written specifically for the local area. These are locally distinctive, perhaps addressing key concerns of the community or recognising the attributes of the local area. Policies that are local in nature and something that the local planning authority just couldn't do on a District wide scale are the ones that work best. These might include identifying important views, designating Local Green Spaces, including a policy on a derelict or run-down site, defining a High Street frontage or area to improve public realm.

Ann Skippers – Neighbourhood Planning Independent Examiner



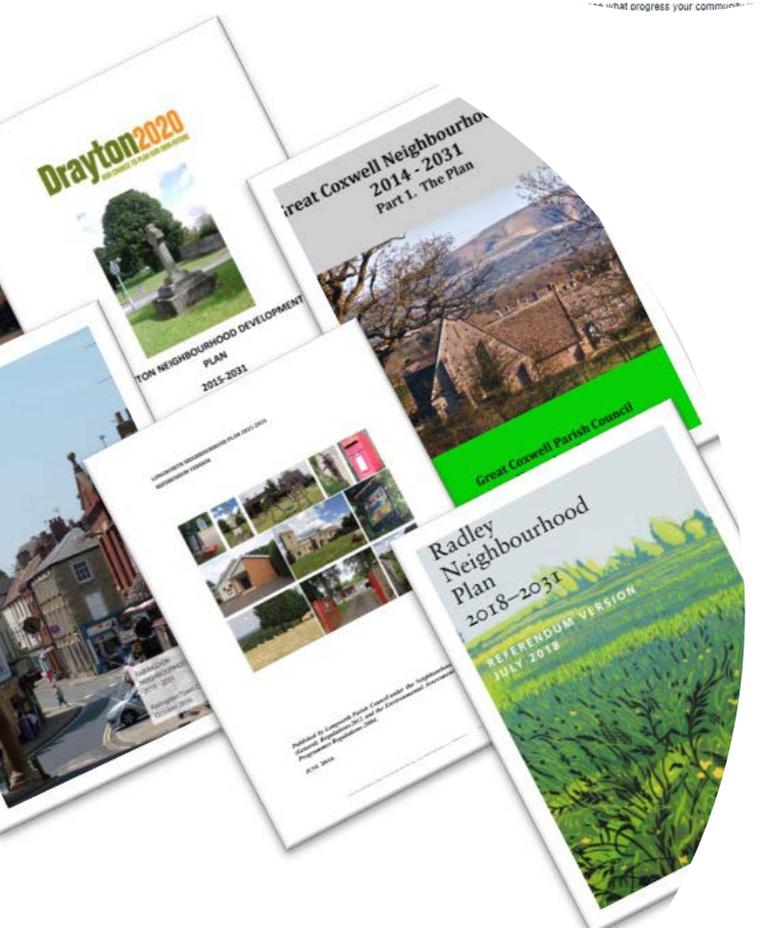


Neighbourhood Planning

brought to you by
locality

Writing Planning Policies

toolkit for neighbourhood planners



Additional Resources



Evidence check

Examples of evidence:

Surveys

Issues & Opportunities

Existing policies

Studies & Data

Make sure evidence guides your:

Direction of Travel

Policy Intent

Policy Requirements

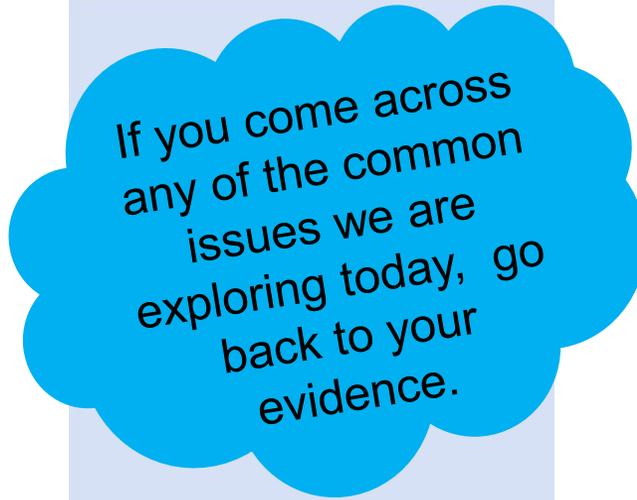
Justification

Test your policies against

National & Local Policies & Guidance

Strategic Environmental Assessment and/or Habitats Regulations Assessment, if required

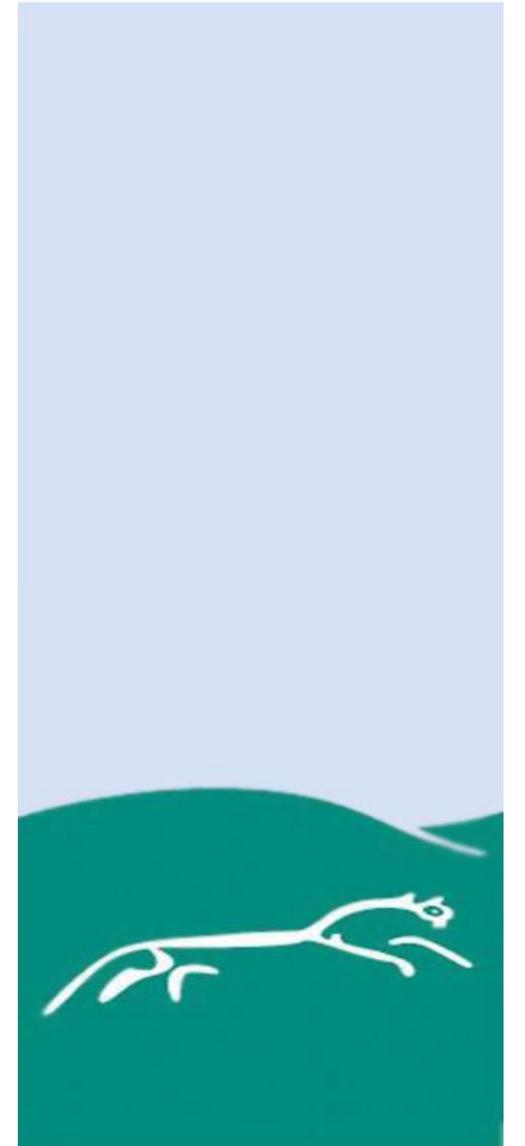
Human Rights



If you come across any of the common issues we are exploring today, go back to your evidence.

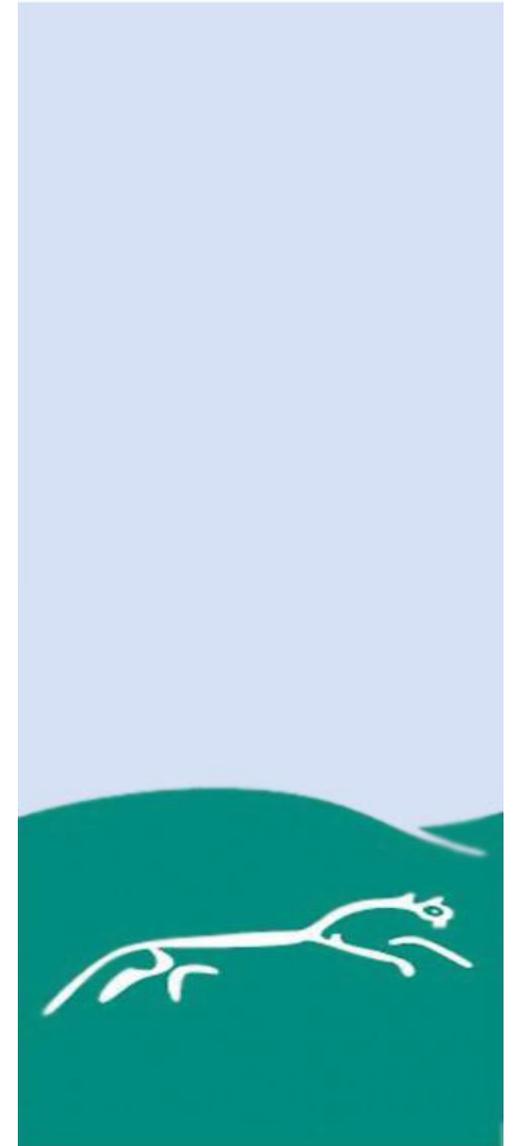
Case Study - Common issues Part 3 - Scope

- Residential development in NDP Village will be focused on the four proposed housing allocations (site-specific Policies NP1, NP2 and NP3), which will deliver approximately 87 dwellings. Arrangements will be made to promote the delivery and control of affordable housing on these sites by a community land trust or equivalent body.
- Development proposals for infill, which reflect the scale and character of the village, will be supported within the built-up area of NDP Village where they accord with the policies of this Plan and the Development Plan for the district.
- Development proposals elsewhere in the neighbourhood area will only be supported if they are appropriate for a countryside location and are otherwise consistent with other policies in this Plan and in the Development Plan.



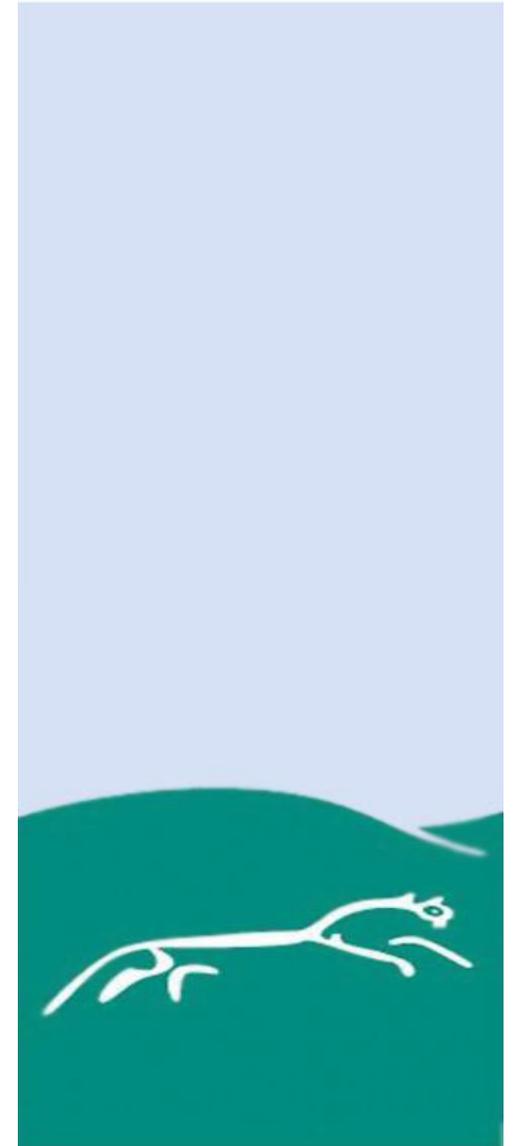
Case Study - Common issues Part 3 - Scope

- Residential development in NDP Village will be focused on the four proposed housing allocations (site-specific Policies NP1, NP2 and NP3), which will deliver approximately 87 dwellings. **Arrangements will be made to promote the delivery and control of affordable housing on these sites by a community land trust or equivalent body.**
- Development proposals for infill, which reflect the scale and character of the village, will be supported within the built-up area of NDP Village where they accord with the policies of this Plan and the Development Plan for the district.
- Development proposals elsewhere in the neighbourhood area will only be supported if they are appropriate for a countryside location and are otherwise consistent with other policies in this Plan and in the Development Plan.



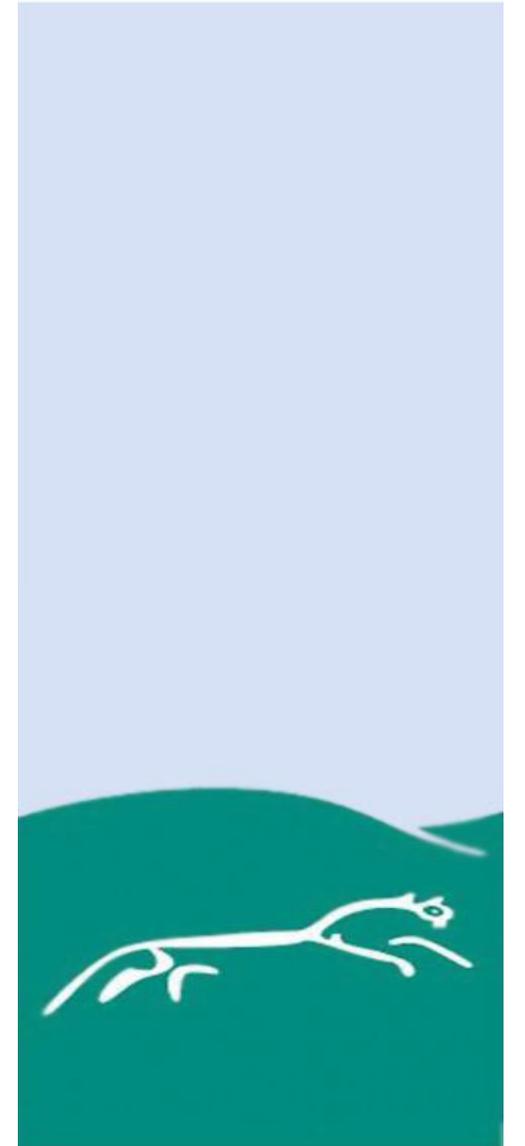
Case Study - Common issues Part 4 - Conflict

- Residential development in NDP Village will be focused on the four proposed housing allocations (site-specific Policies NP1, NP2 and NP3), which will deliver approximately 52 dwellings.
- Development proposals for infill, of no more than 10 dwellings, will be supported within the built-up areas of NDP Villages where they accord with the policies of this Plan and the Development Plan for the district.
- Development proposals elsewhere in the neighbourhood area will only be supported if it relates to agriculture, forestry or the enhancement of the environment.



Case Study - Common issues Part 4 - Conflict

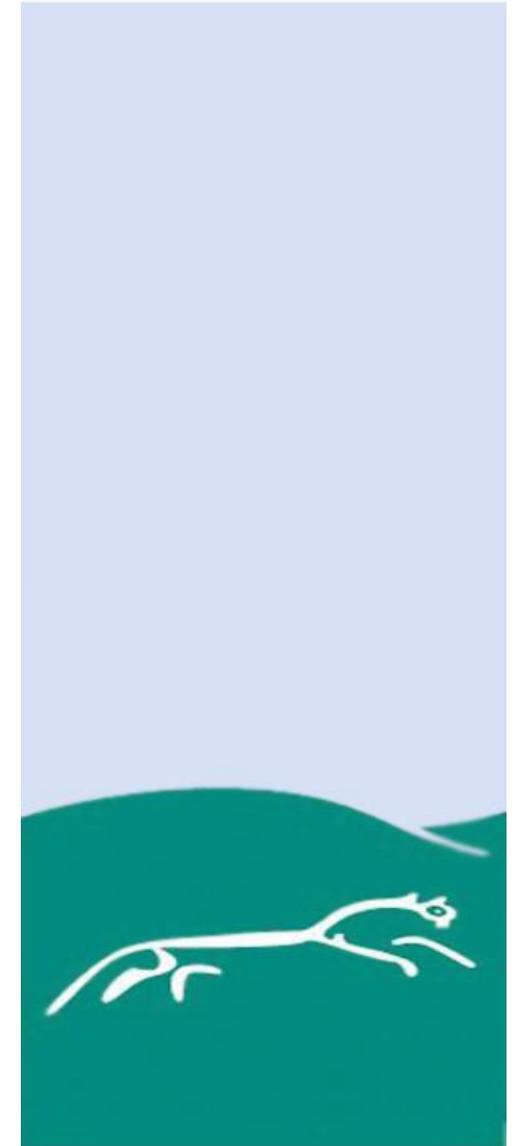
- Residential development in NDP Village will be focused on the four proposed housing allocations (site-specific Policies NP1, NP2 and NP3), which will deliver approximately 52 dwellings.
- Development proposals for infill, **of no more than 10 dwellings**, will be supported within the built-up areas of NDP Villages where they accord with the policies of this Plan and the Development Plan for the district.
- Development proposals elsewhere in the neighbourhood area will only be supported if **it relates to agriculture, forestry or the enhancement of the environment.**



Development at Market Towns, Local Service Centres and Larger Villages

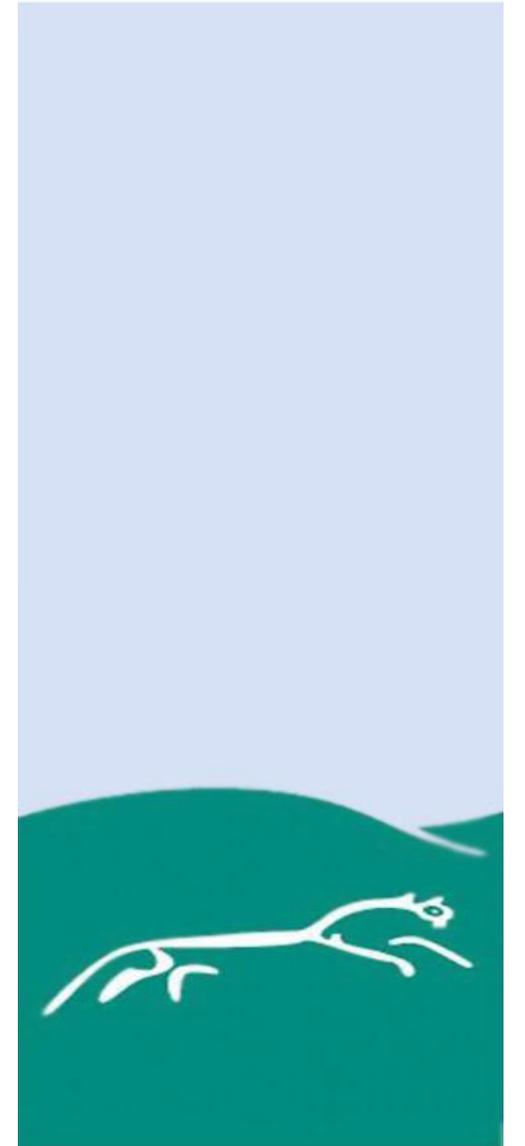
There is a presumption in favour of sustainable development within the existing built area of Market Towns, Local Service Centres and Larger Villages in accordance with Core Policy 1.

Development outside of the existing built area of these settlements will be permitted where it is allocated by the Local Plan 2031 Part 1 or has been allocated within an adopted Neighbourhood Development Plan or future parts of the Local Plan 2031. This development must be adjacent, or well related, to the existing built area of the settlement or meet exceptional circumstances set out in the other policies of the Development Plan and deliver necessary supporting infrastructure.



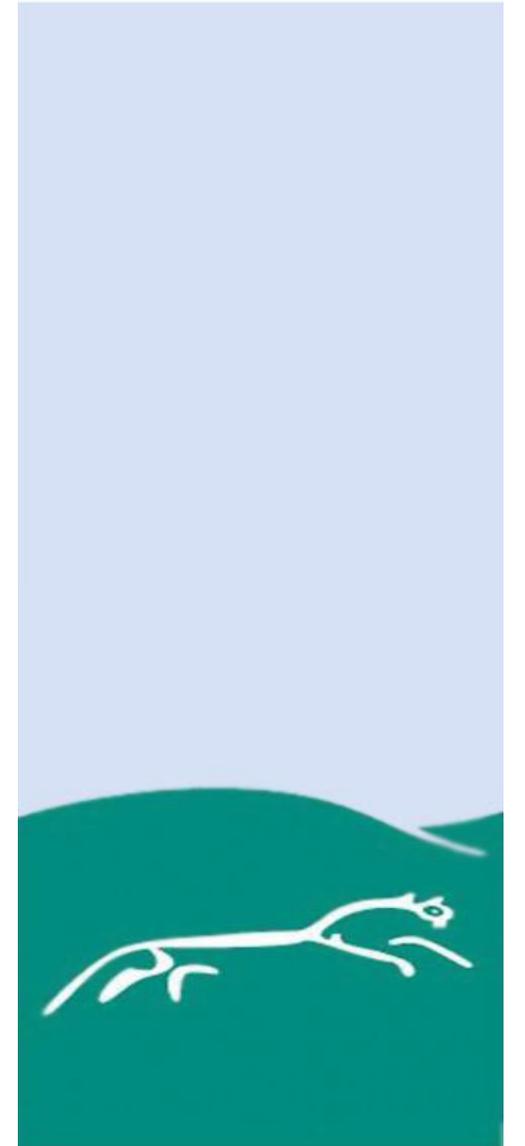
Development at Smaller Villages

At the Smaller Villages, limited infill development may be appropriate within the existing built areas of these settlements, or if it is allocated within an adopted Neighbourhood Development Plan or future parts of the Local Plan 2031. Proposals for limited infill development will be supported where they are in keeping with local character and are proportionate in scale and meet local housing needs, and/ or provide local employment, services and facilities.



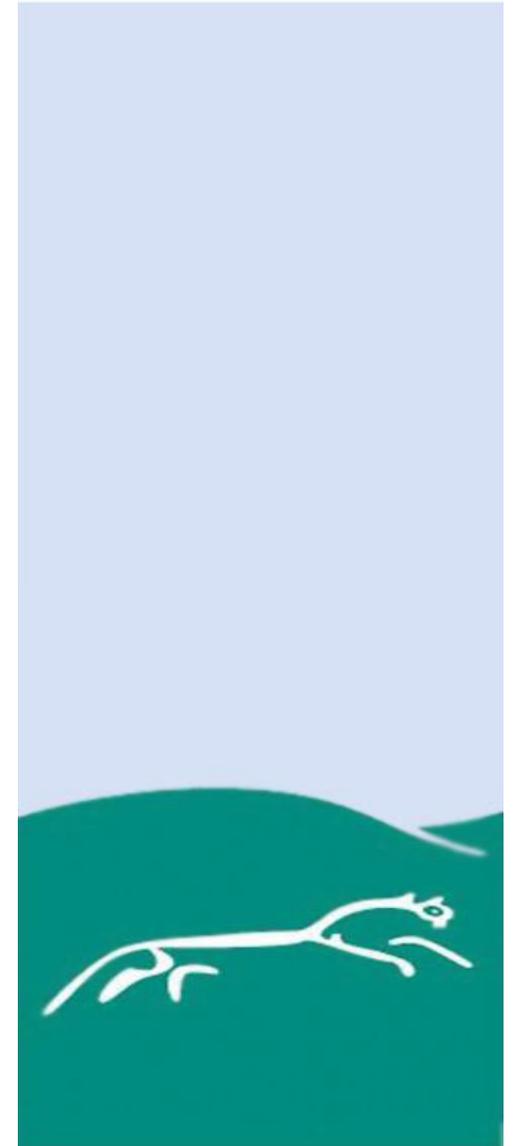
Open Countryside

Development in open countryside will not be appropriate unless specifically supported by other relevant policies as set out in the Development Plan or national policy



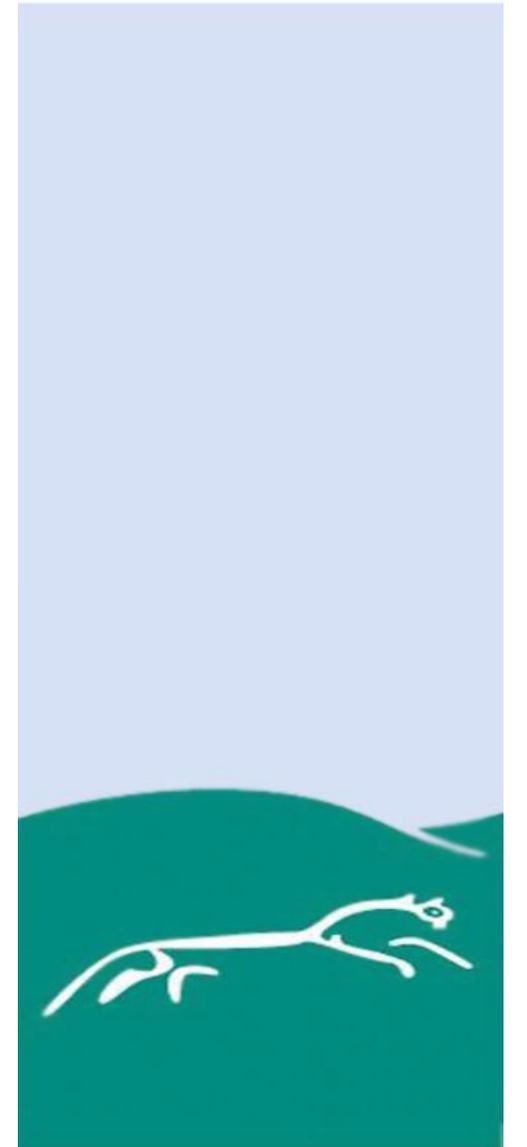
Examples of development that are appropriate for a countryside location

- Homes, provided it relates to:
 - rural worker dwelling
 - viable use of heritage asset
 - enabling development to secure the future of heritage assets
 - re-use redundant or disused buildings and enhance its immediate setting
 - subdivision of an existing residential dwelling
- Sustainable growth and expansion of all types of business both through conversion of existing buildings and well-designed new buildings



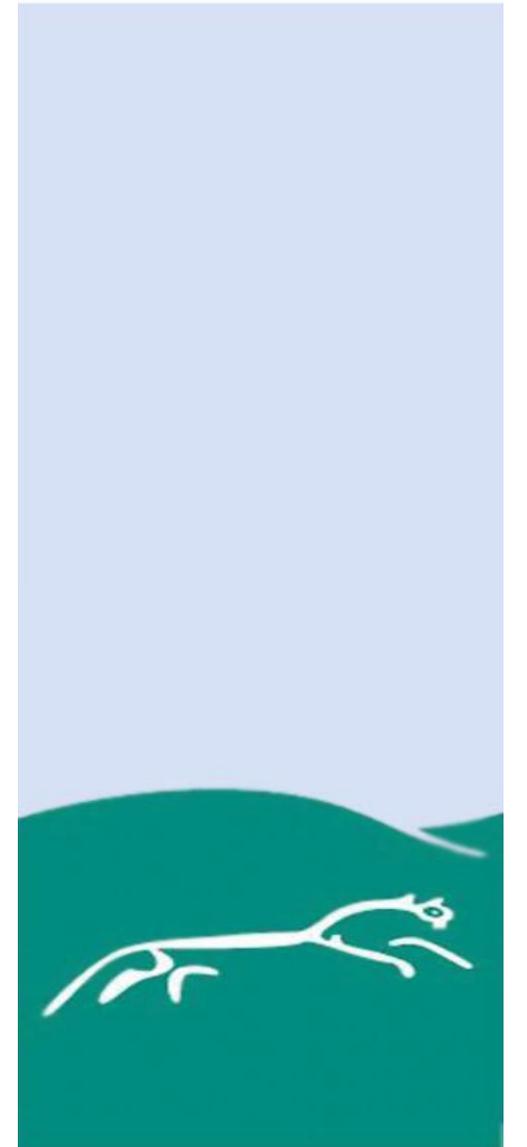
Activity 3 – Scope of policies

Can a neighbourhood plan?	Yes/No
Deliver affordable housing?	
Amend the boundary of a conservation area?	
Identify and or prioritise necessary infrastructure?	
Conserve and enhance the character of the area?	
Lower the speed of traffic?	
Protect important public views?	
Control development that does not require planning permission?	
Improve bus services?	
Stop HGVs from using the High Street?	
Guide the design of new buildings?	



Activity 3 – Scope of policies

Can a neighbourhood plan?	Yes/No
Deliver affordable housing?	Yes
Amend the boundary of a conservation area?	No
Identify and or prioritise necessary infrastructure?	Yes
Conserve and enhance the character of the area?	Yes
Lower the speed of traffic?	No
Protect important public views?	Yes
Control development that does not require planning permission?	No
Improve bus services?	No
Stop HGVs from using the High Street?	No
Guide the design of new buildings?	Yes

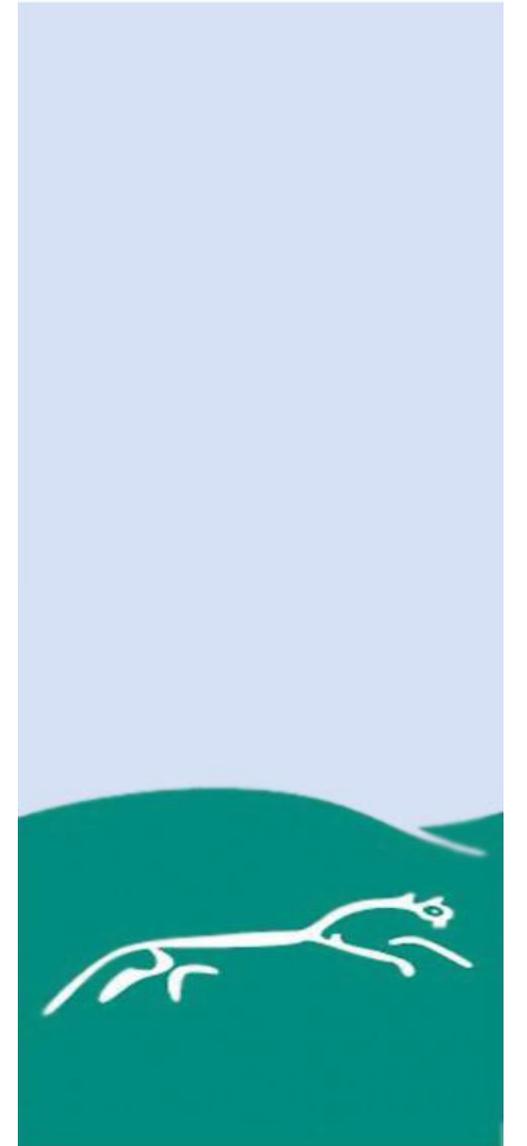


Activity 4 – Conflict

You have three NDP policies and three national/local policies.

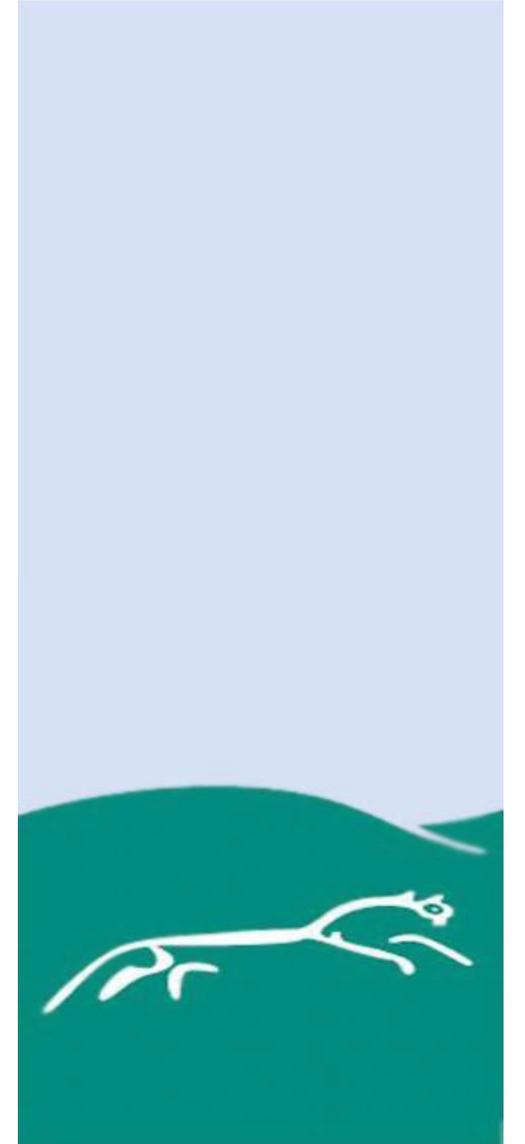
- 1.** Please **read the policies** in your activity pack
- 2.** As a group, please **note any conflicts** you identify
- 3.** Appoint **one person** in your group **to present the findings** for your table

You have 15 minutes...



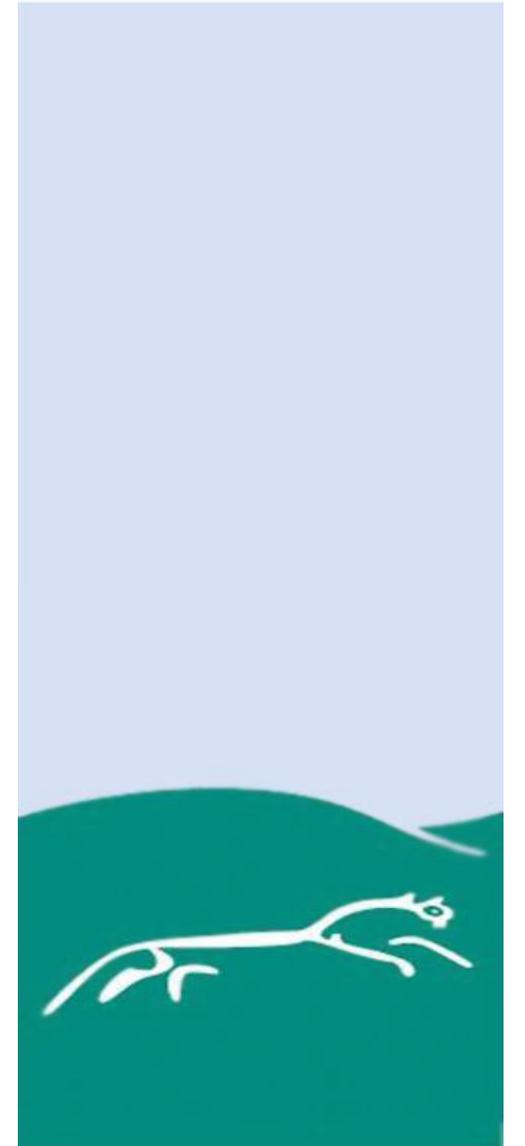
...for improving the chances of success of your policies

- Policies should relate to development and/or the use of land
- Any criteria within a policy will be used to decide whether a planning application is likely to be acceptable or not
- The policy should be precise, clear and capable of being applied consistently by the decision maker
- Proposals or requirements should be supported by evidence and not be overly restrictive or unduly onerous



...for improving the chances of success of your policies

- Policies might set out the 'criteria'- describing what development should look like and/or the issues development will need to take into account
- Identify the target accurately – e.g. Does the policy apply to all development or just a particular type of development

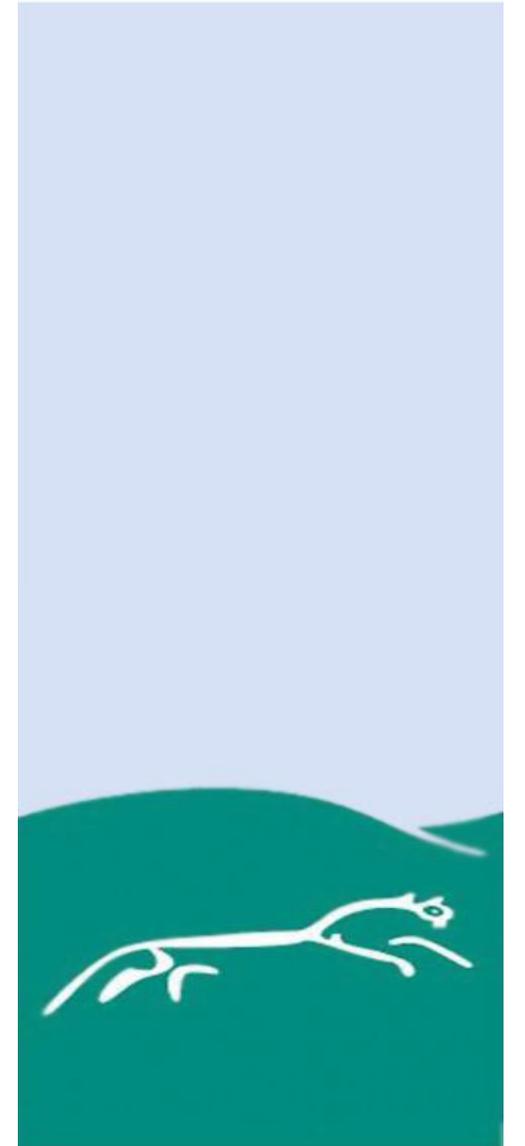


Activity 5 – critique and feedback on pre-submitted policies

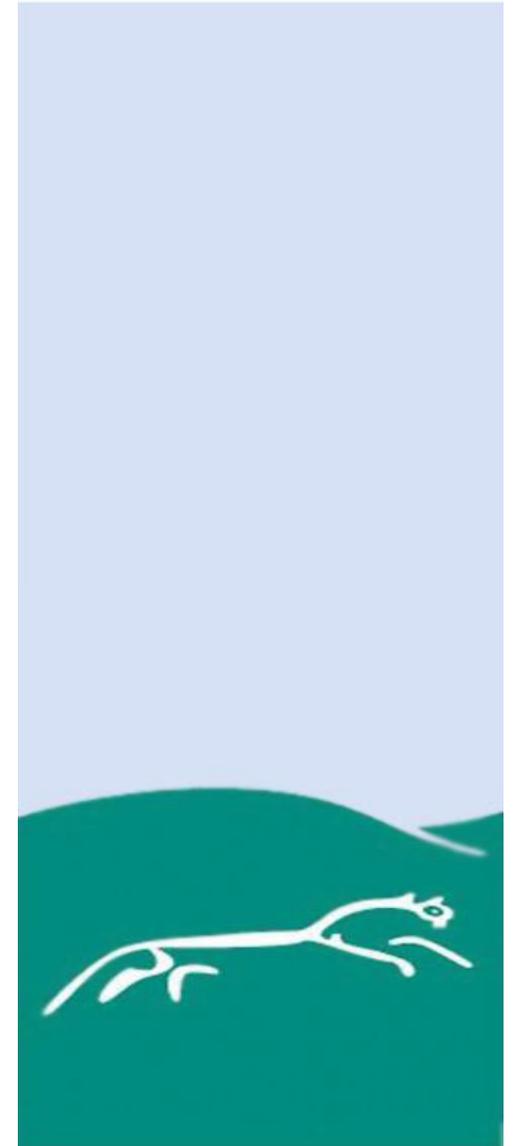
We will review the submitted policies as a group:

- Worksheet 1 – Policy Writing Toolkit
- Common issues
 - Repetition
 - Clarity and precision
 - Scope
 - Conflict

Please use the feedback you receive today to review your draft policy and contact your lead officer for 1 to 1 support.



Any questions?



Thanks for coming!

- Thoughts on the workshop?
- Feedback form

