

Waterbeach Neighbourhood Project Plan



PROJECT/EVENT	WATERBEACH NEIGHBOURHOOD PLAN
ORGANISER	WATERBEACH NEIGHBOURHOOD STEERING GROUP

PROJECT PHASE	PROPOSED START DATE	PROPOSED END DATE	ACTUAL START DATE	ACTUAL END DATE	Notes
GETTING STARTED					
Clarify a plan is needed	03/08/2015	31/08/2015	03/08/2015	09/08/2015	
Publicise the intention to produce a plan and contact key local partners	03/08/2015	03/08/2015	03/08/2015	03/08/2015	
Speak to the Local Planning Authority	03/08/2015	03/08/2015	03/08/2015	30/08/2015	
NEIGHBOURHOOD AREA					
Consult on and determine neighbourhood area	03/08/2015	03/08/2015	03/08/2015	03/08/2015	
Submit Neighbourhood Area application to the Local Planning Authority	03/08/2015	03/08/2015	03/08/2015	03/08/2015	
Decision on Neighbourhood Area by Local Planning Authority	10/08/2015	10/08/2015	10/08/2015	10/08/2015	
NEIGHBOURHOOD FORUM					
Set up and promote a Neighbourhood Forum	01/07/2015	01/07/2015	01/07/2015	NA	
Develop a forum constitution	01/07/2015	01/0/2015	01/0/2015	01/07/2015	
Submit forum proposal to Local Planning Authority	10/08/2015	10/08/2015	10/08/2015	10/08/2015	
Decision on Neighbourhood Forum by Local Planning Authority	10/08/2015	10/08/2015	10/08/2015	10/08/2015	
For parish councils- establish a steering group (if necessary) and associated terms of reference	01/07/2015	01/07/2015	01/07/2015	01/07/2015	
EARLY STAGE PLAN DEVELOPMENT ACTIVITIES					
Initial meetings/discussions with Local Planning Authority to identify scope of their support	10/08/2015	10/08/2015	10/08/2015	10/08/2015	

Develop a community engagement strategy	30/08/2015	30/08/2015	30/08/2015	30/08/2015
Engagement ¹	01/01/2016	01/01/2016	01/01/2016	01/01/2016
Establish plan scope and formulate draft vision and objectives	01/02/2016	01/02/2016	01/02/2016	01/02/2016
BUILDING THE EVIDENCE BASE				
Meetings/discussions with Local Planning Authority on types of evidence already available and where this can be accessed or contact details of agencies who hold the data	01/03/2018	30/03/2018	01/08/2018	01/08/2018
Review existing evidence and Identify and develop further evidence required	01/03/2018	30/03/2018	01/09/2018	01/09/2018
Meetings/discussions with Local Planning Authority to discuss whether Strategic Environmental Assessment or Habitats Regulation Assessments are required for the plan	01/03/2019	28/03/2019	/	[Select Date]
WRITING THE PLAN				
Further develop and refine the issues, vision, aims and objectives as a result of ongoing engagement and evidence gathering	01/03/2018	31/03/2018	01/11/2018	
Translate the vision and aims in to policies and proposals	02/01/2019	22/03/2019	02/01/2019	[Select Date]
Check that your neighbourhood plan policies are in general conformity with the strategic policies in the local plan and the National Planning Policy Framework	01/02/2019	30/04/2019	[Select Date]	[Select Date]
If Strategic Environmental Assessment is required- production of associated environmental report (this should be consulted on during the pre-submission consultation of the draft plan)	01/04/2019	30/04/2019	[Select Date]	[Select Date]
Update draft plan if required following the outcomes of the Strategic Environmental Assessment	01/05/2019	15/05/2019	[Select Date]	[Select Date]
Sign off and agreement of Parish Council	01/12/2019	05/01/2020	[Select Date]	[Select Date]

¹ (NB this planner has one engagement row- the reality is more likely to be a continuous and constantly evolving engagement programme.)

Pre-submission consultation	06/01/2019	30/07/2019	[Select Date]	[Select Date]
Make relevant amendments to plan as a result of pre-submission consultation	02/09/2019	30/09/2019	[Select Date]	[Select Date]
Prepare basic conditions and consultation statements	02/09/2019	30/09/2019	[Select Date]	[Select Date]
Submit plan and associated documents required to the Local Planning Authority	22/10/2019	22/10/2019	[Select Date]	[Select Date]

INDEPENDENT EXAMINATION

Meet with Local Planning Authority to discuss appointment of examiner and timescales for referendum	29/10/2019	29/11/2019	[Select Date]	[Select Date]
Regulation 16 consultation (minimum 6 weeks and led by the Local Planning Authority)	29/11/2019	03/02/2020	[Select Date]	[Select Date]
Examination	03/02/2020	28/02/2020	[Select Date]	[Select Date]
Examiners report published	02/03/2020	02/03/2020	[Select Date]	[Select Date]
Meetings/discussions with Local Planning Authority on the suggested recommendations and modifications to the plan (if any) within the examiner's report and next steps	09/03/2020	03/03/2020	[Select Date]	[Select Date]

REFERENDUM

Publication of pre-Referendum information and documents	01/05/2020	29/05/2020	[Select Date]	[Select Date]
Referendum	01/06/2020	30/06/2020	[Select Date]	[Select Date]
Publication of Referendum decision	01/07/2020	31/07/2020	[Select Date]	[Select Date]
Neighbourhood plan is 'made'	03/08/2020	30/09/2020	[Select Date]	[Select Date]