

STATUS REPORT				
NEIGHBOURHOOD PLAN TASK AND FINISH GROUP				
Project Start Date: August 2017		Project End Date: April 2019		
Report Date: 27 Aug 2018 Report Period: 31 July – 27th August 2018 Project Stage: Policy Development, First draft report, Preparing for consultation.		Overall Project RAG Status: Green		
Reason for RAG Status Change: Change back to green with results published and action plans in place on key risks.				
Work Group Manager	Cllr. Jon Bodenham	Team Composition	Kate Pearse, Roger Brown, David Webb, Pete Blackburn, Kit Smith, Paran Todd, Liam Roberts Cllrs.Gwilym Butler, Geoff Hainsworth, Paul French, Neil Tysall, Matt Sheehan (Town Clerk)	
Project Objectives:				
<ul style="list-style-type: none"> Develop a Neighbourhood Plan for Cleobury Mortimer Town Parish that fully engages with the community to find out what residents and businesses of the town want for the period to 2026 and is approved by referendum. Ensure the plan is “adopted” and “made” by Shropshire County Council Planning Department so that it is written into Planning Law. 				
Critical Success Factors:				
SHORT TERM (3 months) <ul style="list-style-type: none"> Have a draft plan in place ready for consultation, structured to meet planning needs Plan consultation on draft plan Work up draft policy projects and supporting papers. Achieve Memorandums of Understanding on key development projects Develop second draft of plan following consultation LONG TERM (3-12 months) <ul style="list-style-type: none"> Plan prepared for submission for examination by Shropshire planning and an independent assessor. Have a referendum planned and completed 				
Activities Completed in August				
<ul style="list-style-type: none"> Gain approval from Town Council for first draft policy context at 6th August meeting - Complete Obtain housing type information from Shropshire Planning Team. - Complete Submit 1st Draft planning context to Shropshire Planning department in early August, incorporating any comments from Town Council and steering Group.- Complete Submit detailed brief based on above Plan to Planning consultant to produce more detailed document for consultation.- Outstanding Gain permissions for map use to allow Newsletter release in September Clarion – or revise and issue results without map.- Complete – using original map. Complete planning for consultation, including town meeting (Parish Hall Friday 5th October 7pm) plus social media and website, posters etc. – Partially completed Venue booked, Clarion article, newsletter complete. Posters and social media to do. Continue work on policy development for areas identified within the plan EG Community Transport, Youth Hub, Environmental policies, Health and Wellbeing Strategy. Partially completed Good progress on Community Transport and Youth Hub, some work on Environment. Develop results presentation and outline policy recommendations for community groups – Outstanding 				

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Activities Planned for September

- Submit detailed brief for Plan to Planning consultant to produce more detailed document for consultation.
- Complete Results presentation and get out to community groups.
- Complete planning for consultation, including town meeting (Parish Hall Friday 5th October 7pm) plus social media and website, posters.
- Continue work on policy development for areas identified within the plan EG Community Transport, Youth Hub, Environmental policies, Health and Wellbeing Strategy. Draft documents for each initiative and start to identify Memorandum's of Understanding to underpin initiatives.
- Start work on policy papers in line with consultant's templates.
- Investigate possibility of a Landscape and Character Assessment study and it's potential sponsorship by Mawley Hall Estate to complement their work.
- Seek feedback on draft plan from Shropshire Planning.

Issue Log of new and emerging issues			
Issues	Description:	Impact:	Action:
Existing issues			
Business Plans and Memorandum's of Understanding (MOU's) required in short time scale: Youth Hub Community Transport	To support land allocation, a level of detail is required which requires an outline business case and or a MOU between the relevant parties: Youth Hub – Lead (SMYP) RB Community Bus Service – Lead JB	This requires considerable work to take place in next 3 months and agreement by a range of bodies, which always takes time.	<i>Community Transport:</i> Draft concept paper (completed). Outline Budget and Consult CC and Lacon Childe. Seek Grant Funding opportunities. <i>Youth Hub:</i> More detailed description completed. Develop outline costings and identify potential funding sources. Draft MOU's and identify routes to gaining signatures.
Need responses from School response to proposals	The end of term has come at the wrong time for gaining reasonable responses from Lacon Childe and the Academy. This could hold up potential plans to which they are a party.	Potential weakness in plans or delays in publishing of plan.	Seek to proceed on basis of agreement to plans and try and catch up when available.
No new issues this month.			

NB New Issues in Red – Resolved issues removed month after.