

STATUS REPORT			
NEIGHBOURHOOD PLAN TASK AND FINISH GROUP			
Project Start Date: August 2017		Project End Date: April 2019 (Now Oct-Dec 2019)	
Report Date: 27 Oct 2018 Report Period: 26 th September - 27 th October Project Stage: Policy Development, Land Assessment, Consultation, Planning Liaison.		Overall Project RAG Status: Amber	
Reason for RAG Status: Amber - Timing has extended due to need to undertake land allocation but the project is otherwise going well for scope, quality and budget.			
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"> • Create a Neighbourhood Development Plan (NDP) 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:			
<p>SHORT TERM (3 months)</p> <ul style="list-style-type: none"> • Consultation on key policy elements/options of second draft plan. • Work up draft policies and supporting papers. • Align the Cleobury Mortimer Place Plan with the NDP proposed policies and aspirations. • Achieve Memorandums of Understanding on key development projects. • Work on business cases for Community Hub and Community Transport. • Start talking to developers and land owners. <p>LONG TERM (3-12 months)</p> <ul style="list-style-type: none"> • Undertake land allocation exercise. • Complete literature review for environmental policies and establish evidence base. • Prepare detailed draft for consultation with supporting papers. • Undertake public consultation. • Plan prepared for submission for examination by Shropshire planning and an independent assessor. 			
Activities Completed in October			
<ul style="list-style-type: none"> • Carry out Public consultation on 5th October and record feedback and implications – Completed with 60 attendees, 20 presenters and 40+ written feedback forms completed and written up. • Seek contact with Shropshire Planning to discuss: <ul style="list-style-type: none"> ○ Commission a Landscape Character Assessment - On advice, not doing this now, going for professional support on a literature and policy review. ○ How to undertake Site Assessment criteria, approach, timescales, approach to the modified boundary, timing of likely CIL payments, viability of affordable housing, agree that the affordable housing can include 20% 2 bed bungalows – Completed – Advice gained in meeting with Shropshire planning and follow up work with our Planning Advisor. ○ Confirm whether a policy on charging electric cars is necessary or will Shropshire do this – Confirmed not needed in the Neighbourhood Development Plan (NDP), Shropshire has a policy. 			

- Explore possibility of reaching an agreement with local landowner to provide a site for hub at below market rate or free for the Community Hub. – **Still to do** – Needed input from planning before approaching this.
- Explore other sites for the Hub based on gifted or low cost land.- **Partially Complete**. One site identified with issues to resolve, but plan still to site Hub on allocated land with new housing.
- Start work on a fuller more costed out version of the Community Hub – **Started** – Architect and Urban Landscape visualiser identified. Still need to identify quantity surveyor and builder for costing once brief developed.
- Agree space requirement with Town Council for Cemetery and how it fits in with NDP and site allocation. **Partially complete** – Forecast closure of existing and new capacity still outstanding, but how fits with NDP and land allocation / environmental policies agreed.
- Meet with Highways Authority to ensure that the proposed we have identified are supported. – **Outstanding** – not been offered a meeting date yet.
- Gain a letter from the Primary School Head detailing the problems during drop off/ pick up time - **Outstanding**
- Arrange a speed survey with the police in support of the speed limit extensions. – **Outstanding** – part of meeting with highway yet to be confirmed.
- Work further on the community Transport proposal and whether school will be involved and/or whether it will be a partnership with SMYP. – **Outstanding** - Some work progressed, no response from School. Town Council will entertain some start up funds from existing CIL if allowed by rules.
- Confirm whether the school wishes to re-locate and when. Currently lack of plan suggests it is not for this round of planning. **Outstanding**

Activities Planned for November

- Explore possibility of reaching an agreement with local landowner to provide a site for hub at below market rate or free for the Community Hub
- Brief a small selection of developers to look at our outline plans for housing through an agent or directly so that we get a better idea of the viability of what we are proposing.
- Obtain an estimate of 25% CIL costs from Shropshire planning based on average house costs less affordable housing quota which does not attract CIL.
- Continue work on a fuller more costed out version of the Community Hub with a written brief for Architect, Visualiser and Quantity Surveyer to get a better idea of costings.
- Agree space requirement with Town Council for Cemetery with supporting information for land allocation and environmental policies.
- Meet with Highways Authority to ensure that the proposed policies we have identified are supported and feasible. Request a speed assessment for the areas of revised speed limits.
- Gain a letter from the Primary School Head detailing the problems during drop off/ pick up time. Ask Council for progress on options to alleviate parking issues and anything that will need to be included in the NDP.
- Work further on the community Transport proposal and whether school will be involved and/or whether it will be a partnership with SMYP.
- Confirm whether the school wishes to re-locate and when. Currently lack of plan suggests it is not for this round of planning, but may be considered as a marker for a longer term masterplan.
- Issue a letter of instruction to Shropshire planning to release all the relevant information and data for housing assessment for our Planning Consultant to undertake the Land Allocation exercise as part of the NDP.
- Plan a short survey amongst businesses for employment land to test the location, accessibility and any other issues that would be required for our objective criteria for assessment.
- Do a budget review in the light of revised costs for the Land Allocation and the Landscape literature review.

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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: Community 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: Community 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 CCC and Lacon Childe. Seek Grant Funding opportunities. Community Hub: More detailed description completed – Further needed.
Need responses from School response to proposals	No responses have been received to e-mails on planning issues of School movement, Community Hub and Community Transport proposals and the Schools intentions.	Potential weakness in plans or delays in publishing of plan. May need to try other methods or change/ drop plans.	Make further contact as a matter of urgency using different approach through third parties. Pursue plans without the school in the meantime.
Timing will have to be revised to fit in with as yet unknown land allocation by SCC Planning	Land allocation takes up a lot of planning resource and will need to be scheduled in alongside work of the Local Plan partial review.	We will not be in charge of the timetable any longer. We will definitely miss a March/April referendum timetable. Makes the plan more defensible.	Met with Shropshire Planning who will support us in doing our own Land Allocation with the help of our planning consultant.

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<p>A Landscape Character assessment will be needed and be applied for to support wildlife corridor protection.</p>	<p>Protecting the wildlife corridors will be greatly strengthened by undertaking one of these assessments.</p>	<p>Such an assessment takes time and cost circa £20k, but is potentially grant fundable.</p> <p>Revised cost estimates were £5-£10k for a more limited study.</p>	<p>Met with Shropshire planning and together with our planning advisor, suggested a Landscape Character Assessment would not be needed now. Recommended we do a detailed literature review and evidence base to support specific environmental policies.</p>
<p>The public preference appears to hold little wait in land allocation for planning. This will upset some people if we don't get the allocation they want.</p>	<p>It was not known to the team until now that public opinion via the survey would be only one of the site allocation criteria that can be formally used for site assessment.</p> <p>The level of legal challenge can also be weighty even with clear criteria and evidence of public preference.</p>	<p>Public perception will have been shaped by the Big Cleobury Survey and Newsletters which have made a play of the importance of public opinion of siting of building. We can use criteria to steer the process to where we want development but in the end the objective criteria depend on the most appropriate place to build guided by fairly strict County Planning rules.</p>	<p>Played down public influence public consultation and going forward and will play up the objective criteria used in land allocation.</p>

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