Neighbourhood Plan Process

Getting Started
Clarify why a plan is needed.
Publicise the intention to produce a plan.
Identify and contact key local partners.
Dialogue with the local planning authority.
Produce a project plan with costings.

Neighbourhood Area
Determine the neighbourhood area.
Submit neighbourhood area proposal.
LPA consults. *
LPA approve.

Neighbourhood Forum
Put together prospective neighbourhood forum.
Submit forum proposal.
LPA consults. *
LPA determines area.

Community Engagement & Involvement
Publicity.
Engage local partners.
Initial community engagement (broad issues).
Provide feedback.
Ongoing community engagement (aims, content, detail).

Themes, Aims, Vision, Options
Identify key issues and themes.
Prioritise issues and themes.
Develop key aims.
Look at options.

Building the Evidence Base
Review existing evidence.
Identify gaps in evidence.
Compile new evidence.
Analysis of evidence.

Writing the Plan
Policies, proposals, site allocations.
Consider sustainability, diversity, equality, delivery.

Consultation
Consultation on plan. *
Amend plan.

Submission
Submit to LPA.
LPA publicises. *

Independent Examination
LPA appoints examiner.
Examination takes place.
Examiner's Report.

Referendum
Publicise referendum. **
Referendum.

LPA makes the plan

* Minimum time - 6 weeks
** Minimum time - 25 working days

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