

## **Proposed Dunnington Neighbourhood Plan**

### **Summary**

1. This report provides an update on the proposed Dunnington Neighbourhood Plan and specifically requests that the Council approves the formal application to allow the Plan to progress.

### **Background**

2. As part of the Localism Act 2011, local communities are encouraged to come together to get more involved in planning for their areas by producing Neighbourhood plans for their area. Neighbourhood plans are centred specifically round creating plans and policies to guide new development.
3. Neighbourhood planning is about letting the people who know about and care for an area plan for it. It is led by the residential and business community, not the council, and is about building neighbourhoods – not stopping growth.
4. Neighbourhood planning is optional but if adopted by the Council, neighbourhood plans and orders will have weight becoming part of the plan making framework for that area. Designation of a Neighbourhood Area is the first stage in the preparation of a Neighbourhood Plan.
5. Dunnington Parish Council submitted an application on 11<sup>th</sup> April. This application and associated boundary map is attached at Annex A.
6. The proposal is from the Parish Council and the application boundary is the same as that of the Parish Boundary. It is this ‘area application’ that we are asking Members to approve.

## **Next Steps**

7. If the area application is approved, the Council must publish the following details of the Plan:
  - The name of the neighbourhood area
  - A map identifying the area
  - The name of the Parish Council who applied for the designation.
8. If they receive formal approval, Dunnington Parish Council can prepare the Neighbourhood Plan with assistance from the Council. They are then required to undertake pre submission consultation by publicising the proposals and inviting representations for a period of not less than 6 weeks.
9. The Parish Council can then submit the Neighbourhood Plan to the Council along with a consultation statement containing details of those consulted, how they were consulted, summarising the main issues and concerns raised and how these have been considered, and where relevant addressed in the proposed Neighbourhood Plan.
10. On receipt of the draft Neighbourhood Plan, the Council needs to publicise the Plan and invite representations for a period of not less than 6 weeks. Once the Council is satisfied that the Plan meets the requirements of the Town and Country Planning Act 1990 the Council then appoints an independent inspector. The Council is responsible for paying the costs of the examination (see Table 2 below) so it is in the Council's interests to ensure that the proposed plan meets the requirements.
11. The Examination and subsequent Referendum will follow. Should the vote be in favour (50% plus 1), then the Council will publish the Neighbourhood Plan.

## **Timetable**

12. Table 1 below sets out an estimated timetable based on the experience of other Local Authorities. This will be influenced by the progress on the York Local Plan as a Neighbourhood Plan must be in conformity with it.

Table 1

<b>Task</b>	<b>Date</b>
Decision session	16 <sup>th</sup> September 2013
Preparation of the Plan	September – December 2013
Pre-submission consultation (6 weeks)	January-February 2014
Plan submitted to Council	End February 2014
Council publish draft Plan (6 weeks)	April 2014
Appoint inspector	June 2014
Examination	TBC
Referendum	TBC
Publish Neighbourhood Plan	TBC

### **Costs**

13. Based on examples from other Local Authorities, costs to the Council per Neighbourhood Development Plan could be as follows, albeit the costs of preparing neighbourhood development plans will vary depending on the complexity and size of the proposal, and the available supporting evidence:

Table 2

<b>Tasks</b>	<b>Cost</b>
Consultation/publicity	£4,000-£8,000
Examination	£5,000-£8,000
Referendum	£8,000
<b>Total</b>	<b>£17,000-£24,000</b>

14. In addition to the costs above it is important that the human resource costs are also recognised. This would require officer input at an appropriate level to ensure legal conformity, plan content and appropriate liaisons with Parish Councils.

## Consultation

15. The Localism Act (Regulation 6) requires that the information to be published is:

- *A copy of the application*
- *Details of how to make representations*
- *Details of the deadline for representations, not less than 6 weeks after the date of publication.*

*This should be published on the website and in such other manner as is considered likely to bring the area application to the attention of people who live, work or carry on business in the area to which the area application applies.*

16. The Council formally published the Dunnington Parish Council's application on 2<sup>nd</sup> August for a 6 week period until 13<sup>th</sup> September 2013.

17. The application was published in the following ways which are legally compliant with the Act:

- A letter, with the application attached was sent to the Parish Council (for info), Derwent ward councillors, and relevant internal bodies;
- A notice and a copy of the application was put up at several prominent locations around Dunnington including the Parish notice board;
- A letter with the application attached was sent to all businesses in Dunnington;
- A webpage has been created at [www.york.gov.uk/neighbourhoodplanning](http://www.york.gov.uk/neighbourhoodplanning) where the Dunnington application is available to view as well as additional information on the Neighbourhood Planning process.
- A specific email address [neighbourhoodplanning@york.gov.uk](mailto:neighbourhoodplanning@york.gov.uk) has been set up for representations as has a freepost address.

18. To date, we have received just over 480 representations. All of these support the application for a Dunnington Neighbourhood Plan. There is one week left of the publishing period and therefore an up to date figure will be given verbally at the decision session on 16<sup>th</sup> September.

## **Option Choices**

19. The following options are available for the Cabinet Member to consider:

**Option 1** – approve the application for a Dunnington Neighbourhood Plan, including the proposed boundary (attached at Annex A);

**Option 2** – approve the application subject to amendments to the Neighbourhood Plan boundary;

**Option 3** – reject the application.

## **Analysis**

20. In accordance with the Regulations, the Council needs to consider how desirable it is to designate the whole of the Parish area as a neighbourhood area. Given that the proposed boundary is the existing Parish boundary and it is the Parish Council who wishes to proceed with Neighbourhood Plan, it is advisable that the application is viewed favourably. In addition, the extensive level of support received from residents and businesses of Dunnington, would mean that the Plan would be beneficial to the community.

## **Council Plan**

21. The proposed Dunnington Neighbourhood Plan will be a positive contribution to the Council Plan priority of “Building strong communities”.

## **Implications**

22. **Financial/Programme** – The Council will be required to pay for the examination and the subsequent referendum as per the estimates in table 2. This could be met through the Local Plan reserve. This funding will not however be able to meet the cost of any subsequent requests for the production of similar plans. In addition officers are currently exploring alternative central government funding sources from the Department for Communities and Local Government.
23. **Human Resources** – None.
24. **Equalities** – None.
25. **Legal** – We have obtained legal sign off for the process so far.

- 26. **Crime and Disorder** – None.
- 27. **Information Technology** – None.
- 28. **Property** – None.

**Risk Management**

- 29. No risk.

**Recommendations**

- 30. The Cabinet Member is recommended to:
  - (i) Approve the application including the proposed boundary as per Option 1.

Reason: To enable to plan to progress.

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**Report  
Approved**

**Date** 6/9/2013

**Specialist Implications Officer(s)**

There are no specialist officer implications.

**Wards Affected:** Derwent

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**For further information please contact the authors of the report.**

**Background Papers:**

None.

**Annexes:**

Annex A – Dunnington Neighbourhood Plan application