

Policy and Programmes

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Listening Learning Leading



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SIMPLER APPROACH TO NEIGHBOURHOOD PLANNING PILOT – UPDATED DELIVERY PLAN

Background

The Department for Levelling Up, Housing and Communities (DLUHC) invited South Oxfordshire and Vale of White Horse District Councils to take part in the Simpler Approach to Neighbourhood Planning Pilot.

The objective of this pilot is to test whether a simpler form of neighbourhood planning could empower more communities to play a direct role in shaping their neighbourhoods.

The Councils signed the Terms of Reference for taking part in the pilot on 14 February 2022. The pilot is expected to last for at least 12 months and the Councils are expected to work with at least 3 neighbourhood planning groups. The Councils are expected to take part in the Pilot alongside the following local authorities:

- Babergh and Mid Suffolk District Council
- Bassetlaw District Council
- Harborough district council
- Leeds City Council
- London Borough of Tower Hamlets
- Middlesbrough Council

The Councils have received £45,000 from DLUHC to support the delivery of the pilot. and are expected to provide DLUHC with a delivery plan, which includes:

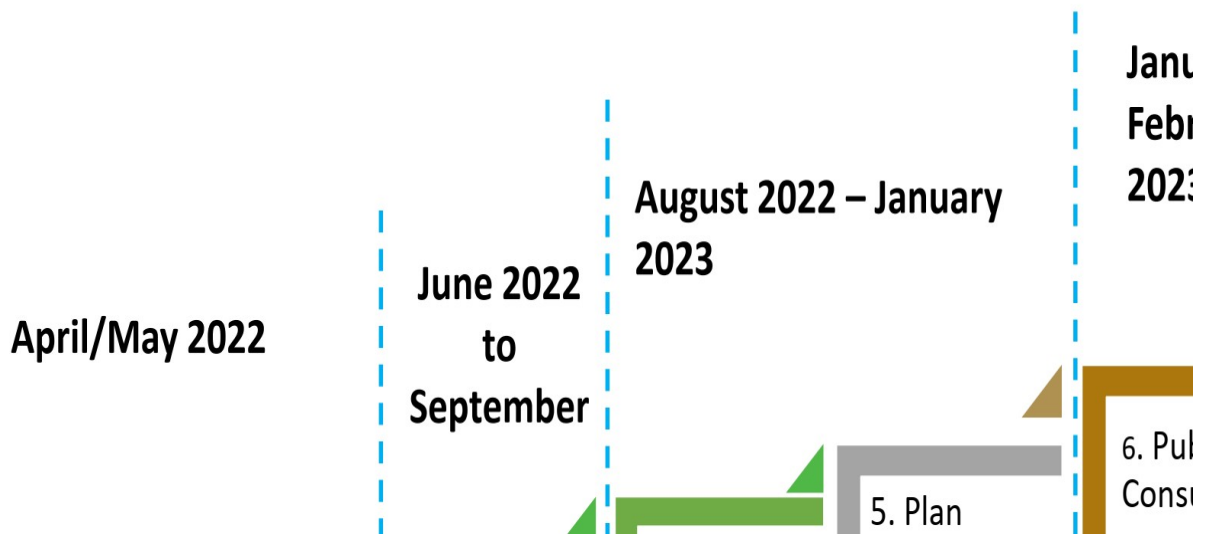
- Details of the delivery team and key responsibilities
- Timeline for delivery including key milestones
- Details of the groups you propose to work with
- Allocation of funds

Delivery Team

	Key responsibilities
<p>Ricardo Rios Planning Policy Team Leader</p>	<p>Managing/general oversight of project and liaison with DLUHC</p>
<p>Robyn Tobutt Senior Planning Policy Officer</p>	<p>Providing guidance and assistance to pilot groups</p>
<p>Deborah Bryson Senior Planning Policy Officer</p>	<p>Providing guidance and assistance to pilot groups</p>
<p>Cheryl Soppet Planning Policy Officer</p>	<p>Providing guidance and assistance to pilot groups</p>
<p>Ben Duffy Planning Policy Officer</p>	<p>Providing guidance and assistance to pilot groups</p>
<p>Rosalynn Whiteley Enquiries Assistant/Planning Officer</p>	<p>Managing communication with pilot groups</p>

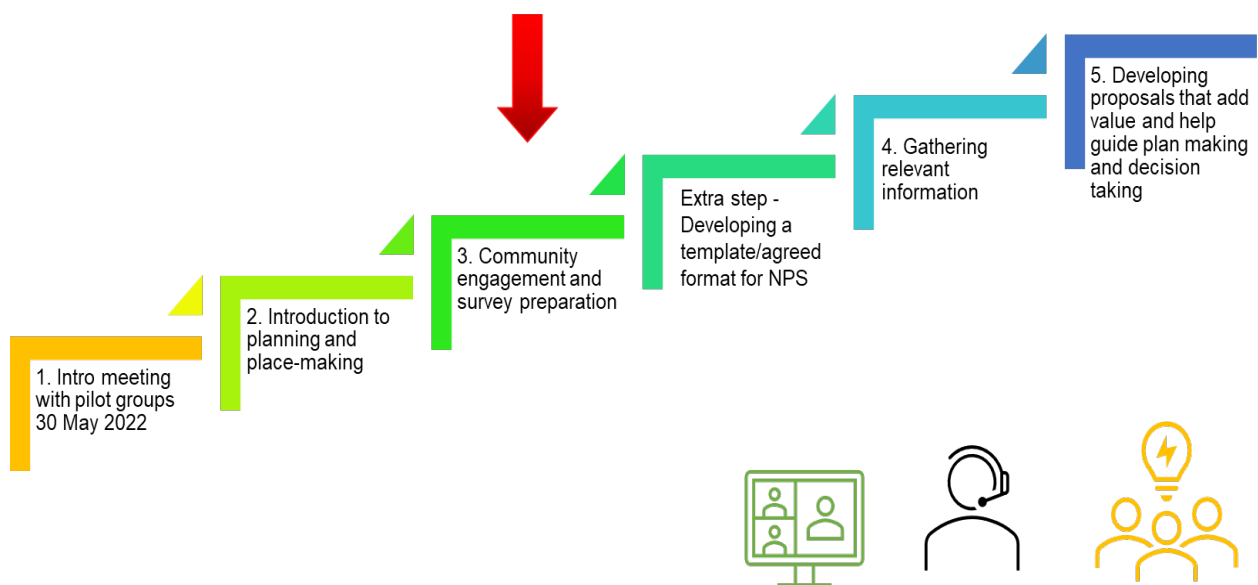
Timeline for delivery and key milestones

We have used the indicative process set out by DLUHC to help shape our approach. Engagement with our 6 pilot groups is expected to help refine it.



Where we are: Stage 3 – Building capacity

We will deliver a minimum of 18 hours of bespoke support to build capacity within the 6 pilot groups.



We have already held the intro meeting and delivered the first two capacity building workshops.

In response to the pilot groups request, we are going to deliver an additional workshop, where the district council and pilot groups can collaborate on the development of a template/agreed format for Neighbourhood Priority Statements, before we resume the delivery of the remaining two capacity building workshops outlined above.

We will use these workshops to give our pilot groups the best possible start. It will also be an opportunity to work collaboratively and identify innovative engagement methods and different ways of setting place-making priorities.

Next step: Stage 4 – Information gathering and statement drafting

During this stage the district council will offer one to one support with each pilot group having access to their designated lead officer. We will also facilitate regular discussions between the pilot groups so they can collaborate and share ideas.

Interim Milestones agreed with DLUHC

Milestone	Outputs	Attended by
Intro Event	<ul style="list-style-type: none"> Introductory presentation from DLUHC on the Simpler Approach Pilot where groups will be briefed on the pilot programme Starting user research sessions - check-ins with LPAs and NP groups to scope, project plan and agree best ways of working 	All LPA Teams DLUHC LPAs and NP groups (for user research)
Interim milestone 1	<ul style="list-style-type: none"> Roundtable with DLUHC and all LPAs for knowledge sharing; each LPA will be required to share interim outputs and findings so far. Continuing / wrapping up first user research sessions with LPAs and NP groups – co-designing a simpler process and thinking through priorities. 	All LPA Teams DLUHC LPAs and NP groups (for user research)
Interim milestone 2	<ul style="list-style-type: none"> Continuing / wrapping up second user research sessions with LPAs and NP groups – identifying and communicating priorities through a simpler approach 	All LPA Teams DLUHC LPAs and NP groups (for user

		research)
Final milestone	<ul style="list-style-type: none"> • Peer review process with DLUHC. • Further workshop with officer group and partners to discuss final outputs. • Wrapping up final user research sessions with LPAs and NP groups – iterating upon the previous stages of research and evaluating / reflecting on next steps • Submission of statement of priorities and proposals for a simpler approach to Neighbourhood Planning. 	<p>All LPA Teams</p> <p>DLUHC</p> <p>LPAs and NP groups (for user research)</p>

Expected outputs

All pilot groups are committed to the preparation of a Neighbourhood Priority Statement. Early engagement indicates the ambitions of some groups may be better served through the preparation of a traditional neighbourhood plan and we believe some groups may take this additional step once they complete their participation in the pilot. In addition to these we expect the pilot will:

- Build capacity within the pilot groups through workshops with district council and regular discussion with other pilot groups.
- Deliver one to one support from the district council to pilot groups with a designated lead officer for each group.
- Develop a template to guide an agreed format for Neighbourhood Priority Statements.
- Help communities better understand their issues, opportunities and priorities.
- Provide qualitative data about what matters to communities and how detailed Neighbourhood Priority Statements should be.
- Fund community engagement and/or gathering information with the portion of funding allocated to pilot groups.

Details of the groups the Councils propose to work with

Selection process

The Councils invited applications from community groups between 4 March and 1 April 2022. Community groups across the districts were invited to apply to create a Local Placemaking Plan, as a simpler alternative to a Neighbourhood Plan. Information about

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the pilot, including the expected scope of a Local Placemaking Plan and the expected process, was published on the Councils' websites and social media, and circulated via email. The communication material made clear we were aiming for a mix of groups from across the districts from both parished and unparished areas.

Seven community groups applied to take part in the pilot, all from parished areas. The Councils considered each application against the following criteria: how the pilot might benefit the area, how well the group would manage the workload, and how well the aims and expectations of the group aligned with the expected scope of the pilot output. A summary of this information is contained in Appendix 1. It should be noted that at the time we were aiming for a document that could potentially be adopted as a Supplementary Planning Document (SPD) and/or influence plan making. We will work with the pilot groups to explore how best we can adapt our project considering the concept of the process envisaged by DLUHC and information on Neighbourhood Priority Statements in the Levelling Up and Regeneration Bill.

Selected groups

The Councils selected Great Haseley Parish Council, Moulsoford Parish Council and Stoke Row Parish Council in South Oxfordshire and West Challow Parish Council, Kennington Parish Council and Fyfield and Tubney Parish Council in the Vale of White Horse. The six selected applications broadly present opportunities for the preparation of documents that provide information regarding infrastructure, place-making and design and character. In some cases, we believe the pilot may build capacity and identify priorities for a potential future Neighbourhood Plan.

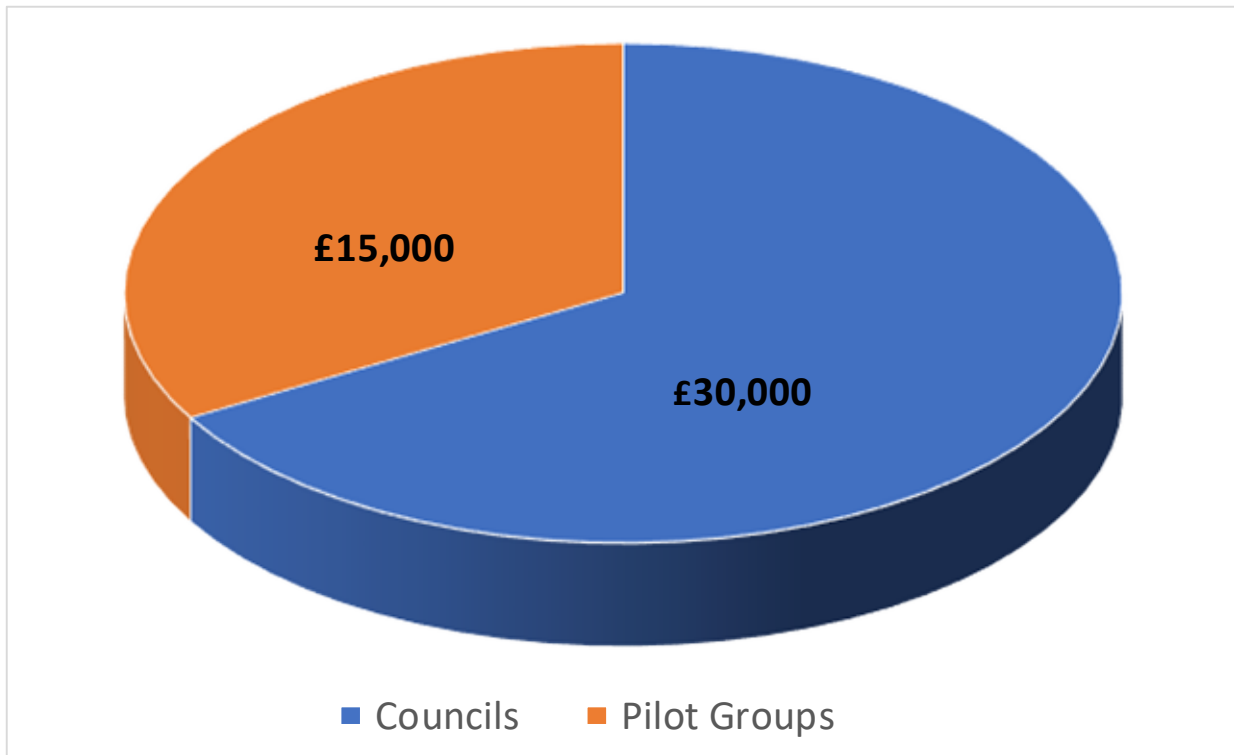
Contact details

We propose contact with the pilot groups are coordinated via Rosalynn Whiteley. Should direct contact be needed, the contact details of each pilot group lead contact are available in the table below:

	Lead contact
Great Haseley Parish Council	Mr. Tim Suter Tim.Suter@perspectiveassociates.co.uk
Moulsoford Parish Council	Sarah Elvy selvy@moulsoford-pc.org.uk
Stoke Row Parish Council	Mr. Roger Clayson rogerredpants@btinternet.com

Fyfield and Tubney Parish Council	Nicholas Keene nicholaskeene@btinternet.com
West Challow Parish Council	Mr. Ian Stern IS-WCPC@outlook.com
Kennington Parish Council	Mrs. Rachel Brown clerk@kennington-pc.gov.uk

Allocation of funds



We will provide each group taking part in the pilot with up to £2,500 (from the pilot funding received by the councils), to ensure pilot groups have the resources and

freedom to test innovative approaches. We will work closely with the groups, support their ideas and monitor how they use the funding.

The councils will retain £30,000 to cover its costs associated with:

- Preparing and delivering capacity building workshops
- Providing guidance and assistance to pilot groups
- Coordinating communication and collaboration between pilot groups
- Helping develop processes
- Checking pilot outputs meet agreed standards
- Liaising with DLUHC
- Capturing lessons learnt and developing recommendations

I trust the above provides the necessary information, please do not hesitate to contact me if you need further information.

Yours sincerely



Ricardo Rios
Planning Policy Team Leader (Neighbourhood)