



Information on Neighbourhood Planning & Useful Links (NPG1)

Neighbourhood Planning
Guidance

July 2017

**North Norfolk District Council
Planning Policy Team**

Telephone: 01263 516318

E-Mail: planningpolicy@north-norfolk.gov.uk

Write to: Planning Policy Manager,

North Norfolk District Council,

Holt Road, Cromer, NR27 9EN

www.north-norfolk.gov.uk/localplan

**All documents can be made available in
Braille, audio, large print or in other languages.
Please contact 01263 516318 to discuss your requirements.**



Neighbourhood Planning Guidance (NPG1)

Information on Neighbourhood Planning: Useful Links

July 2017

Information on Neighbourhood Planning and Planning Policy in North Norfolk is published on the Council's planning policy web site. The site is where the Local Plan (Core Strategy, Site Allocations and other Development Plan Documents), monitoring information and published evidence can be found.

<https://www.north-norfolk.gov.uk/section/planning/planning-policy>

1 General Information

Locality

1.1 Locality is the organisation that on behalf of the Government is fronting neighbourhood planning. Their web site is updated regularly and includes general advice around neighbourhood planning, step by step advice, support and grant information and under the specific [resources tab](#) specific guidance ranging from a Neighbourhood Plan Road Map Guide, Useful links for neighbourhood planners, topic guidebooks such as low carbon planning, to specific "How to" guides which cover many of the main areas of neighbourhood planning such as: How to Commission Evidence, How to Undertake Site Assessments, How to Write Planning Policies and How to Work Constructively With your Local Planning Authority and How to Apply for Funding . There is plenty of support in these technical pages and we would encourage all to read and follow the sound advice.

<http://mycommunity.org.uk/take-action/neighbourhood-planning>

1.2 There are many guidance documents in this section; here are just a few:

- [Quick Guide to Neighbourhood Planning](#)
- [Neighbourhood Plan Road Map](#)
- [Neighbourhood Plan Project Planner](#)
- [Keeping It Simple](#)
- [General conformity with strategic local planning policy](#)
- [Screening Neighbourhood Plans for Strategic Environmental Assessments](#)

- 1.3 There are many more guidance documents available including: site allocation, funding, project planning, how to write a consultation statement and links to guidance and of course the legislation - visit the web site above.

2 Funding

- 2.1 Under the [Funding Option tab](#) there are details of the 2015 – 2018 grant support programme where grants of up to £9,000 are available, plus Technical Support packages provided by AECOM along with additional grant packages which bring the funding total to £15,000.
- 2.2 Groups that have “made” a neighbourhood plan can now also apply for additional funding to update their neighbourhood plans if it is potentially deemed to be out of date.

3 Planning Aid

- 3.1 Under the front of ‘Planning Aid’ the Royal Town Planning Institute also supply advice and guidance. This includes links to submitted plans, referendum versions and examiners reports: <http://www.ourneighbourhoodplanning.org.uk/resources>
- 3.2 A complete series of HOW TO guides are available and include:
- How to designate a Neighbourhood Area;
 - How to structure a Neighbourhood Plan;
 - How to develop a vision and objective;
 - How to gather and use evidence;
 - How to write Planning Policies;
 - How to engage and work constructively with your Local Planning Authority.

The site also contains many notes, tips and tools advice.

4 National Planning Policy and Guidance

- 4.1 Neighbourhood Plans also need to be in general conformity with national planning and they should not duplicate approaches.
- 4.2 The National planning policies are contained in the National Planning Policy Framework (NPPF):
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

- 4.3 National planning policies for traveller sites are contained in the Planning Policy for Traveller Sites (PPTS) which should be read in conjunction with the NPPF, and can be found here:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6078/2113371.pdf

- 4.4 Advice and guidance issued by the Secretary of State is usually in the form of Written Ministerial Statements and Judgments. For example:

<http://www.parliament.uk/business/publications/written-questions-answers-statements/written-statement/Commons/2016-12-12/HCWS346>

<https://www.publications.parliament.uk/pa/cm201516/cmhansrd/cm150618/wmstext/150618m0001.htm>

National Planning Guidance

- 4.5 The national Planning Practice Guidance (PPG) provides comprehensive web based guidance for the planning system which all Plans and Programmes should be in general conformity with. In many cases the guidance adds detail and interpretation of the NPPF which neighborhood planners need to conform with. e.g. for those neighbourhood plans considering site allocation or designation of Local Green Space the guidance provides criteria based methodologies that should be followed. Failure to apply these will result in non-compliance and have serious implications for the emerging Neighbourhood Plan.

<http://planningguidance.planningportal.gov.uk/blog/guidance>

- 4.6 Within the PPG, Neighbourhood Planning has its own specific pages:

- [Neighbourhood Planning](#)
- [Strategic Environmental Assessment and Sustainability Appraisal](#)

The Planning Advisory Service (PAS)

- 4.7 The Planning Advisory Service also publishes information about neighbourhood planning, although this has been reduced in recent times:

- <https://www.local.gov.uk/pas>
- <https://www.local.gov.uk/pas/policies-plans/dclg-neighbourhood-planning-case-studies>

5 DCLG Notes on Neighbourhood Planning

- 5.1 Regular bulletins from the Neighbourhood Planning Team at the Department for Communities and Local Government: [Notes on Neighbourhood Planning](#).
- 5.2 Edition 19 includes information on the Neighbourhood Planning Bill 2017 which received Royal Assent on 27 April 2017.

6 Local Planning Authority Guidance

- 6.1 Guidance and updates on relevant Neighbourhood Plans are available on multiple local authority websites:
 - [NNDC](#) - the **identification of Strategic policies** required for neighbourhood planning conformity tests and other specific advice for neighbourhood planning in North Norfolk along with specific neighbourhood plan designations and relevant stages are published on the planning policy web site.
 - [Broadland District Council](#) - have published a useful guide explaining how to undertake neighbourhood planning in a step by step form. Download version 4 June 2016 by following the Neighbourhood Plan Guidance notes - Our advice KEEP IT SIMPLE.
 - [Herefordshire Council](#) – with one of the highest concentrations of neighbourhood planning (100+) in the country have produced over [30 useful guidance](#) notes on all aspects of neighbourhood planning.
 - [Breckland Council](#) - have produced some relevant guidance based on their experience of neighbourhood planning consolidating many of the how to guides and other publications above.

7 Useful Topic based information

- [Guidebook for Low carbon neighbourhood planning](#)
- [How to identify suitable areas of onshore wind energy in neighbourhood planning](#)
- [Historic England Guidance](#) - provides guidance on Sustainability Appraisal and Strategic Environmental Assessments and how to incorporate local heritage into a neighbourhood plan.
- [Community Land Trusts](#) - or CLT's offer a mechanism supported by the council for local communities to bring forward housing schemes and for implementing policies in neighbourhood plans. If you are interested in bringing forward a community led housing scheme or allocating land for such through a neighbourhood plan, for further information contact planning policy and or housing sections at NNDC.
- There are national CLT officers and networks around the country - [Community land Trust East](#) is the local contact.

- [Beauty in my Back Yard - BIMBY](#) - The BIMBY toolkit is specifically designed to help communities shape new housing via the neighbourhood planning process and adopt the outcomes as planning policy. Created by the Princes Foundation, this is a free on line resource that that aims to empower local communities to engage positively in the planning process. Its purpose is to help bring communities, councils and developers together to create new developments that enrich the local area.