

## **SUTTON POYNTZ NEIGHBOURHOOD PLAN WORKSHOP (23<sup>RD</sup> SEPTEMBER 2017): KEY POINTS AGREED AND ACTIONS**

### **Place Appraisal**

Points agreed:

- The draft Place Appraisal to have specific recommendations (relevant to SP's character areas) added, which could be implemented through Plan policies. These should initially be written as proposals, which can be put to the village to test support;
- The Place Appraisal will become a key document supporting the NP. It will allow the NP document to be shorter, by cross-referencing information in the Place Appraisal.

Action: Place Appraisal Sub-Group to develop the document with specific recommendations.

Action: Sub-Groups to meet and develop survey questions about the recommendations relating to their topics, in time for discussion at the November Steering Group meeting.

Action: Julie Tanner (consultant) to ask the Sid Valley NP group if their draft Place Appraisal, which contains recommendations, can be shared with SP.

Action: Julie Tanner (consultant) to forward contact details for the designer who had worked on the Sid Valley Place Appraisal document.

### **Housing allocations and development boundary**

Points agreed:

- No call for sites is necessary (at least as things stand). NPs do not have to allocate sites for housing development and there is no obvious pressure on SP to allocate sites;
- However, policies should be considered to guide any development on the brownfield (i.e. previously developed) sites. The waterworks site has an advantage, in development terms, as it lies within the existing development boundary. The land behind the pub lies outside; **[I'm unclear if the pub land really is brownfield.]**
- Residents should be asked, in the survey, whether they support certain types of location for housing development, including by removing or by altering the existing development boundary. This will need some careful explanatory text;
- Households should be asked about their likely future housing needs e.g. for downsizing, for children wishing to stay in the area.

Action: Housing Sub-Group to develop question ideas: a) on housing development (to ask individuals); and b) on housing needs (to ask households). See below on consultations for explanation of separate surveys.

Action: Approach the owner (Wessex Water) of the waterworks site, to seek a meeting to explore their intentions and the future of the site. (An approach to Punch Taverns to be considered subsequently.)

## **Vision and objectives**

Points agreed:

- The draft vision should be re-written to reflect the conclusions in the Place Appraisal document, which highlights the unique nature of SP and hence the Neighbourhood Plan challenge. That vision should also be stated at the front end of the Place Appraisal.
- The draft objectives need testing to ensure they are consistent with the next iteration of the Place Appraisal (when it has specific recommendations added).

Action: The draft vision to be re-written now.

Action: Sub-Groups to review the objectives relevant to their work, once the Place Appraisal has been revised.

## **Consulting residents and landowners**

Points agreed:

- It would be timely to survey the village again. One (main) survey is needed, to be answered by individual residents. A separate survey on housing needs will be created, to be answered by (whole) households. These can go out simultaneously;
- The survey should try to limit itself to no more than 30 questions, with as many as possible being closed questions (e.g. tick box or yes/no), so residents are not put off by length/ complexity;
- Some text (as short as possible) will be needed on the survey form to give context for the questions and help residents give informed answers;
- If Sub-Groups develop their question ideas, consultants (Brian and Julie) will advise on question wording;
- Landowners will not be approached prior to seeing the survey results, as there may or may not be support for altering the development boundary. In the meantime local landowners can be encouraged to complete the residents' survey.

It was also noted that survey questions can be of two types: those which ask whether or not something would be supported; and those which gather evidence e.g. how often people use a green space. Whilst questions should be worded as neutrally as possible (i.e. avoid leading questions), it can help to ask about specifics to provoke clear answers.

Action: Sub-Groups to develop their survey question ideas prior to the November Steering Group meeting.

Action: SP to consider using Survey Monkey software to create online surveys.

## **Policy work and sub-group questions**

Points agreed:

- It would help to start collating material for proposed NP policies. For each one this would summarise: a) the intention of the policy; b) the justification or evidence base; and c) the related Local Plan policies it complies with. This will take the process forward. It will also enable Sub-Groups to see if there are gaps in their evidence base which need filling;
- Plan period: The end date stated on the NP should match that on the Local Plan. The Local Plan currently runs to 2031, but when revised it will run to 2036. A decision about which date to select can be later during Plan drafting, given progress with the Local Plan revision;
- Proposals map: It is good practice to include a 'proposals map' in a Plan, summarising the main areas/boundaries relevant to policies. This can be supplemented by more detailed maps beside specific policies;
- Conservation Area: there would be little to gain from reviewing the Conservation Area Appraisal document for SP. It is now quite dated, but the Place Appraisal already provides much relevant up-to-date information;
- Key views: There is a good case, as shown by the Place Appraisal, for a policy that seeks to preserve key views in and from the village. These could be shown with arrows on a map;
- Design: There is a very strong case for a Plan policy which seeks to protect key design features and constraints in the character areas, based upon the Place Appraisal;
- Tree Preservation Order: SP intend to commission a professional tree survey to complement their hedgerow survey;
- Flood risk: Environment Agency online maps and information will be explored, given concerns about flood risk. Depending on level of risk, a Plan policy could seek flood attenuation measures from any development e.g. SUDS.

Action: Explore the Environment Agency flood risk maps and information for the area.

Action: Brian Wilson (consultant) to forward a proforma that can be used to assess sites for a Local Green Space designation within the Neighbourhood Plan.

Action: Brian Wilson (consultant) to create a template that can be used by the Sub-Groups to start pulling together information for proposed Plan policies.

### **Revised NP production timetable**

Noted, that if local government re-organisation does proceed, the new (rural) Dorset unitary would become the local planning authority (LPA). It would take on the West Dorset, Weymouth & Portland Local Plan and any submitted Neighbourhood Plans.

Agreed, that the possible creation of a Weymouth Town Council in 2019 makes it important to progress the SP NP fairly swiftly, to reduce the chance of complications. A future arrangement could be sought with the new Town Council, whereby a group from SP monitor the Plan for their area.

Expected dates for developing the SP NP are now as follows.

By November 2017 SG meeting: revise Place Appraisal document, with specific recommendations; Sub-Groups to draft residents' survey question ideas; consultant (Brian) to draft housing needs survey; and Sub-Groups to produce initial policy ideas (on the template). All for consideration at the November SG meeting.

December 2017: draft Place Appraisal is made available to the local community and other stakeholders.

January 2018: run the consultation (residents and household) surveys.

February 2018: analyse survey results for the SG meeting.

March to April 2018: fill evidence gaps; and revise policy ideas. Helpful to be drafting intro sections of the Plan by this stage.

May 2018: complete initial full draft of the Plan; and review at the SG meeting.

June 2018: send draft to LPA with request for SEA screening.

August 2018: receive response to SEA screening request (assume not needed).

September to early October 2018: run 6 week Regulation 14 consultation.

October 2018: review consultation responses at SG meeting.

November 2018: make revisions to Plan document; complete Consultation Statement; and consultant to produce Basic Conditions Statement.

December 2018: review and approve the above suite of documents.

January 2019: submit the Plan and supporting documents to the LPA.

February to April 2019: LPA checks documentation; carries out 6 weeks Regulation 16 consultation; and if necessary makes Plan revisions.

May to August 2019: LPA appoints Examiner; and Examination of draft Plan takes place.

September/October 2019: LPA makes any necessary revisions to the Plan.

November or December 2019: referendum on the Plan.

January 2020: the Neighbourhood Plan is formally 'made' by the LPA.

BWA, September 2017