

Herefordshire Local Plan

Core Strategy 2011 - 2031

Neighbourhood Planning update

Shaping our place

January 2015

Neighbourhood planning update

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This paper outlines the approach taken and the progress made in neighbourhood planning in Herefordshire since 2012. It provides factual information to supplement the various references to neighbourhood planning in the Matters Statements already submitted to the Council.

1 Herefordshire's approach to neighbourhood planning

- 1.1 Following the enactment of the Localism Act in 2011, Herefordshire has taken a positive approach to neighbourhood planning. The County has a long history of community-led engagement with over 100 parish plans being produced during the last 10 years. This formed a solid foundation for the roll out of the neighbourhood planning agenda.
- 1.2 The timing of this approach allowed the Draft Core Strategy (Spring 2013) to be written with the potential for neighbourhood plans in mind. The intention to produce a 'Market Towns and Rural Areas Plan' which would have formed a site allocation and development management document for the rural area was replaced within the 2012 Local Development Scheme. This gave local communities the opportunity to produce their own neighbourhood plan to provide locally-responsive policies to support the delivery of the Core Strategy.
- 1.3 As such the Core Strategy has been prepared to provide a strategic base for neighbourhood plans to allocate sites for housing, employment and other uses together with locally detailed policies to guide development best suited to response to specific parish needs and requirements.

2 Designed for a rural county

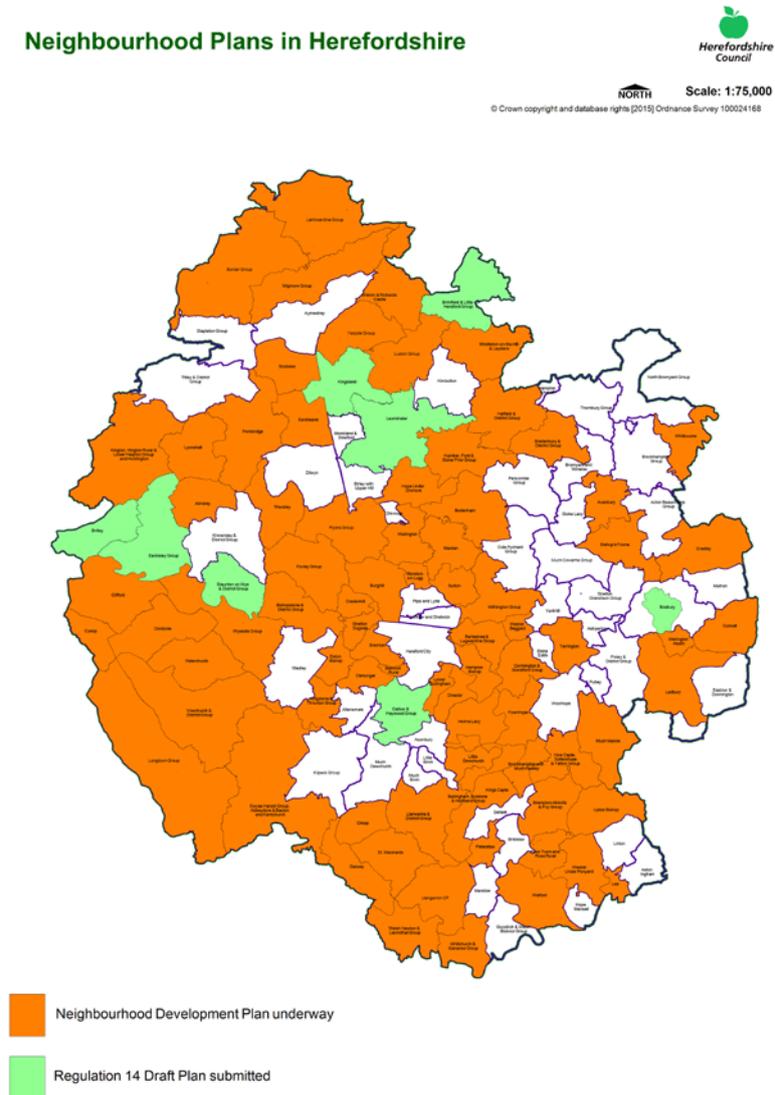
- 2.1 Herefordshire is a large and predominately rural county with about a third of the population living in Hereford, one fifth living in the market towns and over half living in the rural area. Across this large county, different areas have their own identities and rural settlement patterns shaped by a number of geographic factors. This requires a more localised approach to future policy formulation. The policy options within the Preferred Options: Rural Areas paper (published in August 2010) were seen as too prescriptive and provided insufficient flexibility to encapsulate localism in a rural area.
- 2.2 The county comprises 135 parish councils. Over 100 of these councils had previous experience of parish planning which made the process of neighbourhood planning easier to administer and with a greater potential for success. In 2012 a questionnaire of all parish councils was undertaken to assess the likely uptake of neighbourhood planning if this approach was adopted. At this early stage 52% of parishes indicated they were likely to proceed with their own neighbourhood plans.
- 2.3 The strategic framework has been provided and proportional growth targets have been indicated within policy RA1 and RA2 of the Core Strategy. These targets inform the preparation of neighbourhood plans and will enable parish and communities to

identify settlement boundaries, capacity and allocations to meet or exceed these targets where environmental constraints and aspirations allow.

3 Current designations and geographic distribution

3.1 In late January 2015 there are currently 88 neighbourhood plan areas designated within the County. This equates to 71% of parish councils producing a plan with their communities. With the exception of two parishes, all neighbourhood area designations follow administrative parish boundary. Four neighbourhood plans are being produced by adjoining parish councils working together and all parish councils are advised to work closely with their adjoining parishes when producing their plans. The map below shows that current designations as of 27 January 2015. The first neighbourhood area approval was in July 2012 and the latest was 26 January 2015.

Fig1: Map showing neighbourhood plans in Herefordshire



3.2 75% of those villages highlighted for proportional growth within the Core Strategy Policy RA2 fig 4.20 are within a designated neighbourhood area and four of the five market towns are also in the process of producing their own plans. 65% of those villages highlighted with RA2 fig 4.21, are within a designated neighbourhood area.(appendix 1)

3.3 Eight neighbourhood plans have reached draft plan stage (Regulation 14), this includes Leominster town. It is expected that prior to the pre-election period an additional four plans will reach this stage. Appendix 2 shows the neighbourhood plans in production and the current stage they have reached.

4 Support from the Neighbourhood Planning Team.

4.1 The Neighbourhood Planning team consists of four officers and a technician. Its role is to provide technical support and advice to parishes throughout the process. Every parish is allocated a named officer to assist with one to one advice from the time they designate their neighbourhood area until the adoption of their plan. A service level agreement (SLA)¹ has been developed so parishes are aware of the level of available support and the timeframes for responses.

4.2 Parishes are offered guidance on project management, setting up steering groups, consultation and issues gathering, policy writing and evidence gathering and advice on the 'basic conditions' requirements.

4.3 Officers also produce Habitat Regulation Assessments (HRA) and Strategic Environmental Assessment (SEA) screenings on behalf of the parish councils to support their requirement to meet the EU regulations element of the 'basic conditions'. To date 71 initial screenings for HRA and SEA have been undertaken to support policy development.

4.4 Together with colleagues from the Council's Community Grants team, support and advice is offered to groups when applying for DCLG grants or National Lottery applications. 65% of Herefordshire parishes who are undertaking a neighbourhood plan obtained a 'Supporting Communities in Neighbourhood Planning' grant in 2013/14.This equates to 18% of all grants awarded nationally.

4.5 This comprehensive officer support is acknowledged to play a key part in contributing to the take up and progress of neighbourhood plans within the County. Herefordshire has consistently had around 10% of all neighbourhood plans being prepared in England.

¹ <https://www.herefordshire.gov.uk/planning-and-building-control/neighbourhood-planning/neighbourhood-planning-advice-and-support>

5 Guidance notes and online support.

- 5.1 The Neighbourhood Planning website provides online guidance to parishes to complement the officer support. A series of 35 guidance notes² has been produced on a range of topics to assist groups write their plans. This can be from issues of project management to specific topic areas such as designation of a settlement boundary or affordable housing. Guidance notes have also been produced on the 'Community Right to Build' and 'Neighbourhood Development Orders'.
- 5.2 Budget planners and project management schedules are also available online. Workshops are also held to enable parishes to update their knowledge and share experiences on specific topics required by groups writing plans.
- 5.3 The team produce quarterly newsletters³ to keep parishes up to date with case law, progress and news from around the county. These are sent to all parish clerks and steering groups and are available on the website.

6 Anticipated progress over the next 6 months

- 6.1 As previously highlighted, eight neighbourhood plans have currently reached draft (Regulation 14) stage and a further four are expected to be received within the next month. Officer working with parishes have seen 27 draft plans and a number of initial working policy wordings in addition to those who have formally reached the Regulation 14 draft plan stage.
- 6.2 There are three major factors which are currently influencing the progress of neighbourhood plans over the next six months;

- Adoption of the Core Strategy

All parish councils are aware that neighbourhood plans need to be in general conformity with the adopted strategic policies of Herefordshire Council. Given the current status of the Core Strategy encouragement has been given to parish councils to prepare their neighbourhood plans in line with the Core Strategy rather than the saved UDP and plan for the period 2011-2031. The majority of neighbourhood plans are following this advice and as a result many parish councils are aligning the production of their plan with that of the Core Strategy. Parishes are conscious of potential abortive work if the Core Strategy policies are substantially amended when they have progressed ahead of its adoption.

² <https://www.herefordshire.gov.uk/planning-and-building-control/neighbourhood-planning/neighbourhood-development-plan-guidance>

³ <https://www.herefordshire.gov.uk/planning-and-building-control/neighbourhood-planning/neighbourhood-planning-advice-and-support>

- 2014 Strategic Housing Land Availability Assessment (SHLAA)

Those parishes who are seeking to allocate land for development are aware of the need for decisions to be made based on robust evidence. As such groups are using the information within the Council's SHLAA (particularly technical consultation comments) to support their decision making. The 2014 review of SHLAA incorporates villages not previously included or new sites often arising as a result of the neighbourhood planning process. Therefore, parishes are awaiting the update to this report to be published in order to support their technical decision making on site searches. It is anticipated that this will be completed within the next two months.

- Pre-election period

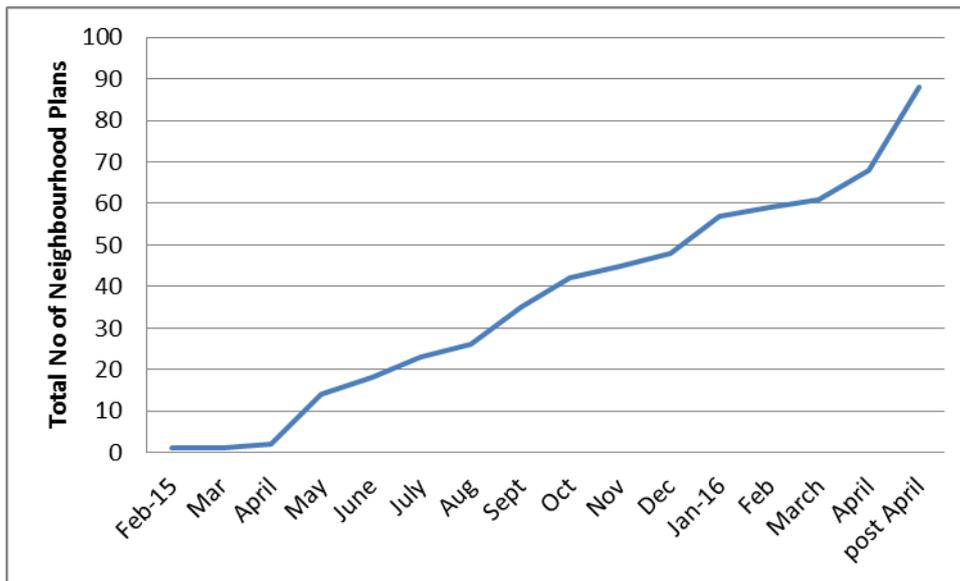
Herefordshire will have county and parish elections in May. This will mean that due to pre-election protocol Regulation 16 submission consultations or examinations cannot be undertaken during the pre-election period. This may have a short term effect on progress of some parishes, however many will be working on non-consultation elements of their plans during this time.

- 6.3 With these three elements in mind and following discussion with parish councils, it is anticipated that once the Core Strategy Inspector's report is received, the May 2015 election process is concluded and the SHLAA report published, a number of draft plans will be received in the summer and progression to submission will accelerate.

7 Trajectory to Regulation 16 stage

- 7.1 Plainly the progress of parish councils is difficult to predict. Nevertheless work has been done on the potential trajectory of submission neighbourhood plans. This will be the point when plans will gain material weight in planning decisions.
- 7.2 A realistic timetable has been produced for parishes mapping progress from Reg14 to 'made'/adoption and which is attached at appendix 3. Some parishes will complete stages quicker and some will require more time due to a number of factors including their meeting cycles. For this reason, it would be inappropriate to set defined deadlines for all parishes to meet.
- 7.3 Working with each of the 88 neighbourhood planning groups and a questionnaire undertaken in December/ January 2015, indicates the following likely trajectory below;

Fig 2: Predicated trajectory of plans to Reg 16 submission



7.4 This shows that a steady rate of submission is expected with spikes in May/June and again in Sept/October. At this stage, it is expected that around 60 plans will have reached submission stage by April 2016.

8 Areas without a neighbourhood plan.

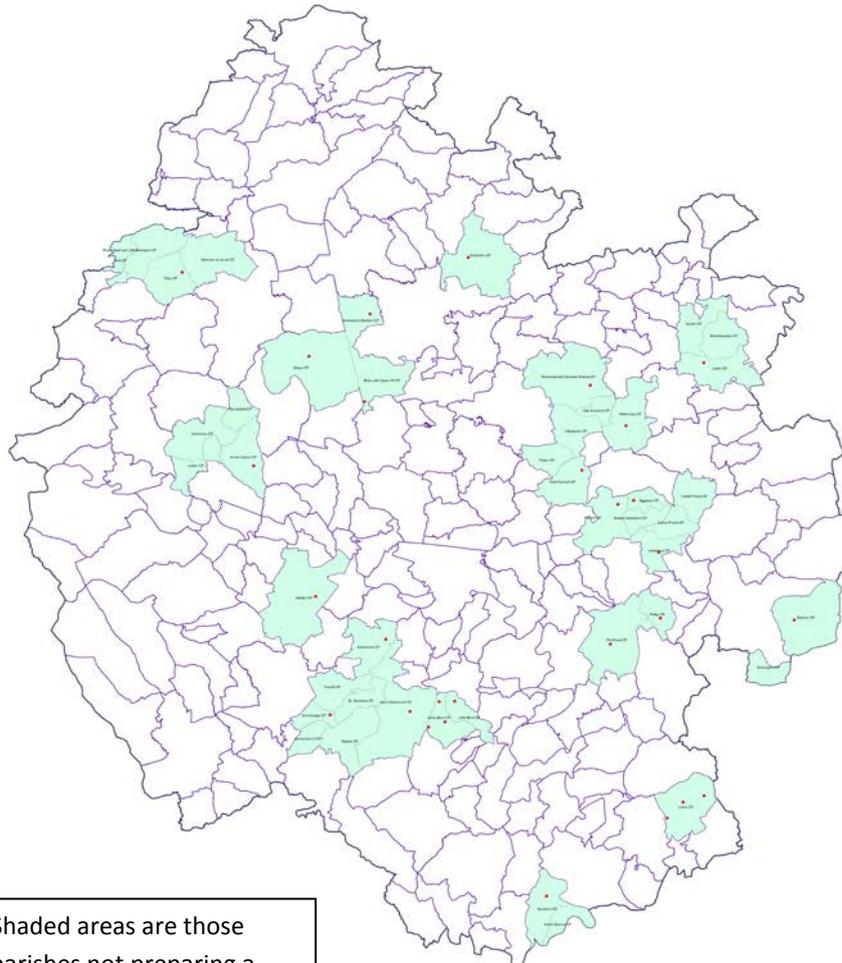
8.1 All parishes have been given to opportunity to engage in the neighbourhood planning process. A number of initial information sessions were held in 9 locations across the county in 2012 and further annual updates have occurred. Officers have also attended individual parish council meetings in order to outline the process and give a general introduction.

8.2 The Rural Housing Background Paper March 2013 (para 8.4) acknowledges that some communities will decide not to prepare a neighbourhood plan. In addition the 2014 Local Development Scheme highlights the potential for development plan documents to be produced for those areas not committed to a neighbourhood plan in areas of potential development pressure. The Rural Housing Background Paper gives an indication of submission of the Core Strategy as the trigger for this assessment to be made.

8.3 Bromyard town and the parishes highlighted on the map below are the principal localities which the Core Strategy indicates potential for proportion growth but at this stage the production of a neighbourhood plan is not committed.

Fig 4: Parishes not preparing a neighbourhood plan with RA2 4.20 listed village.

Herefordshire Parishes with RA1 village, not producing an NDP



Shaded areas are those parishes not preparing a neighbourhood plan

- 8.4 Circumstances will inevitably change over time and further plan areas may come forward. At this stage it is anticipated that consideration to further development plan documents and their timetable for production will be undertaken in the next review of the Local Development Scheme following the adoption of the Core Strategy.
- 8.5 The development plan document produced for these areas will be a site allocations document. They will not contain the locally detailed or specific development management policies which would appear in a neighbourhood plan.

Appendix 1 – Tables to show villages within designated neighbourhood area

Core Strategy RA2 4.20 villages within a designated neighbourhood area are highlighted – January 2015

HMA			
Bromyard	Golden Valley	Kington	Ledbury
Bodenham Bodenham Moor Bredenbury Bringsty Burley Gate Hope under Dinmore Linton Pencombe Risbury Stoke Cross/Stoke Lacy Stoke Prior Whitbourne	Bredwardine Clifford Cusop Dorstone Ewyas Harold Longtown Michaelchurch Escley Moccas Peterchurch Preston on Wye Vowchurch	Almeley Brilley Eardisley Lyonshall Norton Canon Pembridge Staunton on Wye Shobdon Tittley Whitney on Wye Winforton	Ashperton Bishops Frome Bosbury Colwall Cradley Eastnor Fromes Hill Lower Eggleton/ Newtown Putley Wellington Heath
Leominster	Hereford	Ross-on-Wye	
Adforton Bircher Brampton Bryan Brimfield Bush Bank Dilwyn Eardisland Kimbolton Kingsland Leintwardine Leysters Lingen Lucton Luston Monkland Orleton Richards Castle Shirlheath Weobley Wigmore Yarpole	Bartestree/Lugwardine Bishopstone Burghill Canon Pyon Clehonger Credenhill Eaton Bishop Fownhope Hampton Bishop Holme Lacy Little Dewchurch Madley Marden Mordiford Moreton on Lugg Stretton Sugwas Sutton St Nicholas Swainshill Tarrington Tillington Wellington Westhope Withington	Bromsash Brampton Abbots Bridstow Crow Hill Garway Goodrich Gorsley Hoarwithy Kingstone Kingsthorpe Kings Caple Lea Linton Little Birch Llangrove Much Birch Much Dewchurch Much Marcle Orcop Hill Peterstow Pontrilas Pontshill St Weonards Weston-under-Penyard	Walford (Coughton) Whitchurch Wilton Winnal Woolhope Wormbridge Wormelow

Appendix 1 – Tables to show villages within designated neighbourhood area

Core Strategy RA2 4.21 villages within a designated neighbourhood area as highlighted – January 2015

HMAs			
Bromyard	Golden Valley	Kington	Ledbury
Docklow Edwyn Ralph Hatfield Munderfield Ocle Pychard Pudleston Steensbridge Ullingswick	Abbeydore Bacton Blakemere Lower Maes-coed Priory Wood Rowlestone Tyberton	Hergest Holme Marsh Kinnersley Letton Staunton on Arrow Woonton	Canon Frome Coddington Eggleton Mathon Much Cowarne Stretton Grandison
Leominster	Hereford	Ross-on-Wye	
Ashton Aymestrey Brierley Cobnash Combe Moor Eyton Ivington Kinsham Leinthall Earls Leinthall Starkes Little Hereford Moreton Mortimers Cross Middleton on the Hill Stapleton Upper Hill Walford Wharton Yatton	Burmarsh Brienton Byford Dinedor Dormington Grafton Kings Pyon Ledgemoor Little Tarrington Litmarsh Mansel Lacy Moorhampton Munstone Pipe & Lyde Preston Wynne Priors Frome Ruckhall Shelwick Shucknall Stoke Edith Twyford Common Vauld Westhide Weston Beggard Withington Marsh Yazor	Aconbury Allensmore Aston Ingham Bishopswood Broad Oak Brockhampton Cobhall Common Didley Glewstone Harewood End Howle Hill Kilpeck Llancloudy Llangarron Llanwarne Much Birch/The Axe & Cleaver Orcop Rushall St Owens Cross Symonds Yat (West)	Three Ashes Thruxton Upton Crews Welsh Newton Common

Appendix 2: Table showing neighbourhood plan progress within Herefordshire

	Parish	NA decision	Date approved	Not started	Initial issues gathering / consultation	Initial draft	Reg 14 draft	Reg 16 draft estimates
1	Almeley	Approved	17/07/2012		✓		Sep-15	Jan-16
2	Shobdon	Approved	17/07/2012		✓		May-15	Sep-15
3	Leominster Town	Approved	31/07/2012		✓	✓	Dec-14	May-15
4	Lyonshall	Approved	31/07/2012		✓	✓	Sep-15	Jan-16
5	Pembridge	Approved	31/08/2012		✓		Sep-15	Jan-16
6	Staunton on Wye Group	Approved	06/09/2012		✓	✓	Dec-14	May-15
7	Bartestree with Lugwardine	Approved	06/09/2012		✓		Jul-15	Nov-15
8	Dorstone	Approved	07/09/2012		✓	✓	May-15	Sep-15
9	Cusop	Approved	07/09/2012		✓		Jul-15	Nov-15
10	Colwall	Approved	17/09/2012		✓	✓	Jun-15	Oct-15
11	Walford	Approved	14/11/2012		✓		Dec-15	Apr-16
12	Whitbourne	Approved	14/11/2012		✓	✓	Feb-15	Jun-15
13	Ledbury	Approved	16/11/2012		✓	✓	Feb-15	Apr-15
14	Kings Caple	Approved	29/11/2012		✓	✓	Mar-15	Jul-15
15	Garway	Approved	22/11/2012		✓		Dec-15	May-15
16	Peterchurch	Approved	06/12/2012		✓	✓	Feb-15	May-15

17	Eywas Harold, Abbeydore and Kentchurch	Approved	06/12/2012		✓	✓	Feb-15	Jun-15
18	Llangarron	Approved	06/12/2012		✓		Apr-15	Jul-15
19	Wigmore Group	Approved	28/01/2013		✓	✓	Feb-15	Jun-15
20	Wyeside	Approved	31/01/2013		✓		Dec-15	Apr-16
21	Welsh Netwon and Llanrothal Group	Approved	29/01/2013		✓		Mar-15	Jul-15
22	Brampton Abbots and Foy	Approved	29/01/2013		✓		Jul-15	Dec-15
23	Yarpole Group	Approved	21/02/2013	✓				
24	Bishopstone Group	Approved	18/03/2013		✓		Jun-15	Aug-15
25	Upton Bishop	Approved	18/03/2013	✓				
26	Clifford	Approved	27/03/2013	✓				
27	Eardisley Group	Approved	10/04/2013		✓	✓	Nov-14	May-15
28	Bodenham	Approved	26/04/2013		✓	✓	May-15	Sep-15
29	Hampton Bishop	Approved	07/05/2013		✓	✓	Mar-15	Jul-15
30	Longtown Group	Approved	19/06/2013		✓		Dec-15	Apr-16
	Bromyard and Winslow and Avenbury	Withdrawn	02/05/2011					
31	Belmont Rural	Approved	02/07/2013		✓	✓	Feb-15	May-15
32	Brimfield and Little Hereford	Approved	03/07/2013		✓	✓	Dec-14	May-15
33	Humber, Stoke Prior and Ford Group	Approved	03/07/2013		✓		Feb-15	May-15
34	Withington	Approved	10/07/2013		✓		Nov-15	Mar-16
35	Border Group	Approved	23/07/2013		✓		Sep-15	Dec-15

36	Orcop	Approved	23/07/2013	✓				
37	Pyons Group	Approved	30/07/2013		✓	✓	May-15	Oct-15
38	Orleton and Richards Castle	Approved	29/07/2013		✓		Sep-15	Jan-16
39	Lower Bullingham	Approved	20/08/2013		✓		May-15	Oct-15
40	Cradley	Approved	07/08/2013		✓		Nov-15	Mar-16
41	Weobley	Approved	13/08/2013	✓				
42	Kingsland	Approved	20/08/2013		✓	✓	Dec-14	Feb-15
43	Hope under Dinmore	Approved	28/08/2013		✓		Apr-15	Jun-15
44	Luston Group	Approved	03/09/2013		✓		Aug-15	Dec-15
45	Little Dewchurch	Approved	12/09/2013		✓		Sep-15	Jan-16
46	Ross Town and Ross Rural	Approved	13/09/2013		✓		Sep-15	Jan-16
47	Much Marcle	Approved	11/09/2013		✓		Dec-15	Apr-16
48	Burghill	Approved	11/09/2013		✓		Sep-15	Jan-16
49	Hatfield and District Group	Approved	18/09/2013		✓		Oct-15	Feb-16
50	Bridstow	Approved	25/09/2013		✓		Oct-15	Feb-16
51	Vowchurch Group	Approved	30/09/2013		✓		May-15	Sep-15
52	Dinedor	Approved	10/11/2013		✓			
53	How Caple, Sollers Hope and Yatton Group	Approved	10/11/2013		✓		Dec-15	Apr-16
54	Marden	Approved	11/11/2013		✓	✓	Feb-15	May-15
55	Moreton on Lugg	Approved	11/11/2013	✓				
56	Llanwarne and District	Approved	23/10/2013		✓		Jun-15	Oct-15
57	Holme Lacy	Approved	25/10/2013	✓				

58	Bredenbury and District	Approved	05/11/2013		✓			
59	Weston under Penyard	Approved	07/11/2013		✓		May-15	Sep-15
60	Bishops Frome	Approved	08/11/2013		✓			
61	Kington Town, Kington Rural and Huntington	Approved	11/11/2013		✓		Sep-15	Oct-15
62	Peterstow	Approved	22/11/2013	✓				
63	Stretton Sugwas	Approved	25/11/2013		✓	✓	May-15	Oct-15
64	Callow and Haywood	Approved	25/11/2013		✓	✓	Nov-14	
65	Whitchurch and Ganaraw	Approved	09/12/2013		✓		Dec-15	Apr-16
66	Brockhampton with Much Fawley	Approved	09/12/2013	✓				
67	Foxley Group	Approved	06/01/2014	✓				
68	Tarrington	Approved	09/01/2014		✓		Jul-15	Nov-15
69	Sutton St Nicholas	Approved	22/01/2014		✓		May-15	Sep-15
70	Fownhope	Approved	29/01/2014		✓		May-15	Sep-15
71	Breinton	Approved	29/01/2014		✓	✓	Feb-15	May-15
72	Eardisland	Approved	25/02/2014		✓	✓	Mar-15	Jul-15
73	Wellington	Approved	25/02/2014		✓		May-15	Sep-15
74	Avenbury	Approved	24/03/2014	✓				
75	Ballingham, Bolstone and Hentland Group	Approved	08/04/2014		✓		Dec-15	Apr-16
76	Middleton on the Hills and Leysters	Approved	02/05/2014	✓				
77	Dormington & Mordiford	Approved	13/05/2014		✓		Jun-15	Oct-15
78	Lea	Approved	13/05/2014		✓		Sep-15	Jan-16

79	Brilley	Approved	14/05/2014		✓	✓	Dec-14	May-15
80	Kingstone & Thrupton	Approved	14/05/2014		✓	✓	Mar-15	Sep-15
81	St Weonards	Approved	10/06/2014	✓				
82	Credenhill	Approved	30/07/2014	✓				
83	Bosbury	Approved	01/08/2014		✓	✓	Dec-14	May-15
84	Weston Beggard	Approved	29/08/2014		✓		Apr-15	Aug-15
85	Eaton Bishop	Approved	17/09/2014		✓		May-15	Aug-15
86	Leintwardine Group	Approved	13/10/2014		✓		Oct-15	Jan-16
87	Clehonger	Approved	21/11/2014	✓				
88	Wellington Heath	Approved	26/01/2015	✓				

Appendix 3: Likely timescale for the passage of a neighbourhood plan through the regulatory process Reg14 to made/adoption

		Running total	
Regulation 14	6 weeks consultation	6 weeks	HC - Planning
Confirm meeting regulation	(In 4 weeks in line with the SLA)		
Comments from HC services	(In 6 weeks in line with the Reg)		
Comments review by parish	2/4 weeks	8/10 weeks	PC
Parish rewrite documentation based on comments and prepare submission documents <ul style="list-style-type: none"> • HRA • SEA • Consultation Statement • Map • NDP • Basic conditions statement 	2/4 weeks concurrent with above	8/10 weeks	
Approval by Parish Council of final submission document	Depends on PC meeting schedule plus steering group working arrangements 2/4 weeks	12/14 weeks	
Submission Reg16 by parish			
Submission publication by HC	Within 2 weeks from receiving max in line with SLA	14/16 weeks	HC - Planning
Notification period for		20/22 weeks	

consultation bodies	6 weeks consultation		
Representations for examiner	1 week collation	21/23 weeks	HC - Planning
Approval to move forward to examination (DofECC)	2 weeks max	23/25 weeks	HC - Planning
Arrange examination date	6 weeks from consultation close in line with SLA (dependent on examiner availability)	26/28 weeks	Examiner
Examination held	4 weeks from arrangement date	30/32 weeks	
Examination siting/ report	2 weeks	32/34 weeks	
Consideration of examiners report and issuing of 'decision document'	4 weeks max in line with SLA	36/38 weeks	HC - Planning
Referendum date arranged	1 week	37/39 weeks	HC- Electoral Registration
Referendum	60 days in line with SLA	44/45 weeks	
Cabinet report approval	2 weeks	46/47 weeks	HC - Planning
Made/ Adoption	Next available Cabinet meeting		