

# Uppingham Town Council

**Report to:** Full Council – by David Casewell  
**Date:** 5<sup>th</sup> Dec 2018  
**Subject:** Neighbourhood Plan Refresh Timescale, Budget and Authorship  
**Agenda Item:** 12

**Report Objective(s):** To bring members of the relevant body up to speed with the timeline, potential budget / grants required to undertake a refresh of the Neighbourhood Plan and additionally consider the authorship of the revised plan.

**Background:** Specialist reports were requested by the Neighbourhood Plan Advisory Group (NPAG) and approved by Uppingham Town Council. These have now been submitted by Clive Keble working for OPUN East Midlands. The bulk of these reports will be reviewed by NPAG in December 2018.

This report brings into sharp focus the timeline ahead, decisions to be considered and the associated costs. The refresh of the existing plan and the desire by the NPAG and Uppingham Town Council to allocate sites ultimately, will require a rigorous; evidence-based approach, suitable authoring of the document as it gets socialised with all stakeholders and the community. It will of course come under the scrutiny too of Rutland County Council and the examiner.

**COSTS** - The refresh of the Neighbourhood Plan will incur significant costs, however, these can be met subject to approval by;

1. Budget from Uppingham Town Council (currently £5,000 for 2019/20)
2. Grants from Locality of up to £17,000 in total (£9,000 grant plus a further £8,000 for technical support on site allocations and design codes)
3. Additionally, should the plan start to require additional technical support then further grants can be applied for.

**TIMELINE** - The report attached suggests a timeline (which has effectively commenced with the work done in 2018 including an initial report from OPUN East Midlands) from January 2019. This key first stage revolves around the NPAG deciding if it is right to recommend to Full Council the notification to Rutland CC that the community wishes to review formally the existing made plan.

**AUTHORSHIP** – Without doubt there will be a lot of interest in our refreshed Neighbourhood Plan and this is referred to on the second page of Clive Keble's report. Here he gives pragmatic advice on the approach the community should take. The report recommends it is important that the refreshed plan is compiled where appropriate with local input and when required technical expertise for the area in question. It is appropriate that the NPAG look at and consider how it may organise itself to fulfil this challenge going forward. Achieving the right blend of inputs appears vital, specifically to satisfy the examiner and stakeholders.

- Risks & Issues:**
- Failure to budget or approve grant applications will severely impact the refresh of the current Neighbourhood Plan resulting in the community being unable to have a greater say in local matters and allocation of sites. [Mitigate this by ensuring budget/grants are available and the right technical advice is engaged where needed].
  - Failure to ensure the appropriate blend of expertise and local input to the writing of the plan could result in challenges by developers, the unitary authority and the

examiner; resulting in poor outcomes for the community. [Mitigate this by ensuring budget/grants are available and the right technical advice is engaged where needed].

**Consultation & Feedback:** Full Council to gather feedback on budget, timeline and authorship to offer feedback ahead of NPAG meeting on 18<sup>th</sup> December 2018.

**Options: COSTS:**

- a) No budget provision – removing the £5,000 currently allocated.
- b) Retain and keep the existing budget provision of £5,000.
- c) Increase the budget provision to an amount agreed by members.

**TIMELINE:**

- d) Do nothing
- e) Ask NPAG to discuss and recommend a suitable timescale to advise Rutland CC that a review of the made Neighbourhood Plan is required.
- f) Other variation subject to member input

**AUTHORSHIP:**

- g) Do nothing
- h) Ask NPAG to review the recommended approach from OPUN East Midlands / Clive Keble and put this forward to Full Council in due course.
- i) Other variation subject to member input

**Finance Required:** £5,000 budget via Uppingham Town Council  
Grant of £9,000  
Additional technical support grants up to £8,000

**Timeline:** See supporting information from OPUN East Midlands & Clive Keble (Report 6)

**Powers Required:** General Power of Competence

**Recommendation(s) / Resolution in** Proposition in draft to support the following options:

- draft:**
- b) – Uppingham Town Council provide a budget of £5,000 for the NPAG in 2019/20
  - e) – Uppingham Town Council suggest to NPAG that they discuss and recommend to Council a suitable time line for the Neighbourhood Plan being refreshed and comment additionally on the geographical area it will cover
  - h) – Uppingham Town Council ask NPAG to review the recommendations by OPUN East Midlands for a blended approach to authorship and put forward to Full Council their views at their earliest convenience.

**Next Steps and Actions for the Town Clerk:** Clerk to action resolutions made by members.