

<b>Title of meeting:</b>	Cabinet Member for Planning, Regeneration and Economic Development
<b>Date of meeting:</b>	23 June 2015
<b>Subject:</b>	Designation of Milton Neighbourhood Planning Forum
<b>Report by:</b>	City Development Manager
<b>Wards affected:</b>	Milton & Baffins
<b>Key decision:</b>	No
<b>Full Council decision:</b>	No

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## **1. Purpose of report**

- 1.1 To report on the application of the Milton Neighbourhood Planning Forum to be designated a neighbourhood forum for the purposes of neighbourhood planning and recommend that the forum be formally designated by the local authority.

## **2. Recommendation**

- 2.1 It is recommended that the proposed Milton Neighbourhood Planning Forum and Area be formally designated.**

## **3. Background**

- 3.1 Since April 2012 communities have been able to undertake neighbourhood planning. Neighbourhood planning can take the form of producing a plan for an area or making an order to grant planning permission for development in an area. If successful at a public enquiry and a local referendum, the neighbourhood plan becomes part of the Local Plan and is used in the determination of planning applications.
- 3.2 Before neighbourhood planning can start, a neighbourhood area and a neighbourhood planning forum need to be designated by the Local Planning Authority. The neighbourhood planning forum will then be the group who are legally authorised to carry out neighbourhood planning for the area. There can only be one forum per neighbourhood area.
- 3.3 On 30 March 2015 residents in Milton made an application to the city council to designate a Neighbourhood Planning Forum and Neighbourhood Area in parts of Milton and Baffins. The application is attached as an Appendix to this report. It includes the constitution of the group and the proposed plan area, as well as the other requirements for a neighbourhood forum application as set out in Regulation 8 of the Neighbourhood Planning (General) Regulations 2012.

3.4 In accordance with Regulation 9, representations on the submission were invited via the city council website and displays in Milton Library by 15 May 2015. The residents involved in the Neighbourhood Planning Forum also publicised the consultation on notice boards in Milton and via the Keep Milton Green facebook page. No responses were received.

3.5 If a group is designated and embarks on producing a neighbourhood plan, the Local Planning Authority has to provide support to the forum in carrying out its neighbourhood planning. The type and level of support offered is up to the local planning authority. The authority is also responsible for arranging and paying for an examination into any plan or order put forward by a neighbourhood planning forum as well as arranging and paying for a referendum.

#### **4. Reasons for recommendations**

4.1 As there appears to be no strong feeling against the proposal in the area, and the submission complies with the preconditions for designating a neighbourhood forum as set out in paragraph 61F(5) of the Localism Act 2011, it is recommended that the application of the Milton Neighbourhood Planning Forum be accepted. The group is committed to producing a neighbourhood plan. They have drawn up a project plan for this work and are in the process of considering how best to consult with the local community.

#### **5. Equality impact assessment (EIA)**

5.1 Designating the Neighbourhood Planning Forum or Neighbourhood Plan Area does not require an EIA, because this decision does not result in a tangible outcome. However, the resulting neighbourhood plan will be subject to EIA.

#### **6. Legal Implications**

6.1 The Council is required, in determining whether to designate a neighbourhood forum as such, to have regard to the desirability of designating an organisation or body

- (i) Which has secured, or has taken reasonable steps to secure, that its membership includes at least one person who lives in the neighbourhood concerned, at least one person who works in the neighbourhood concerned, and at least one councillor
- (ii) Whose membership is drawn from different places in the neighbourhood concerned and from different sections of the community in that area
- (iii) Whose purpose reflects (in general terms) the character of that area.

[see Town and Country Planning Act, 1990 (as amended) Section 61F(7)].

6.2 The Portfolio Holder must be satisfied that there is sufficient information given in support of the application to allow him to have regard to the desirability of designation in this case, in considering whether or not the application and supporting documents show that the individuals representing the applicants have taken account of the criteria set out above.

## 7. Head of Finance Comments

- 7.1 There is potential for neighbourhood planning to have significant cost and resource implications depending on the number of groups in the city that wish to undertake neighbourhood planning. Milton residents are the first to apply for a Neighbourhood Planning Forum designation.
- 7.2 The costs of neighbourhood planning are met partly by the community group, the local authority and central government. Central Government has estimated the cost of neighbourhood planning to be between £17,000 - £63,000 per plan depending on the area and issues covered. The local authority has to organise and pay for the examination and referendum and the government has estimated this to cost £10,000 for the examination and £7,000 for the referendum. However, it has been estimated that a referendum using the Milton Neighbourhood Forum boundary would cost approximately £10,000. Therefore as a minimum a neighbourhood plan could cost £20,000 plus the costs of officer time to support the group.
- 7.3 It has been confirmed that Government support is available in 2015/16 to help fund neighbourhood planning. A grant of up to £30,000 per plan can be claimed to help fund the support given to community groups, the cost of any examination and referendum. Stage payments will be received by PCC, £5,000 upon the designation of a neighbourhood area and a further £25,000 upon successful completion of a neighbourhood plan.
- 7.4 It is anticipated that all costs associated with the recommendation contained within this report will be recovered on a full cost recovery basis from central government funding.

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Signed by:

### **Appendices:** Milton Neighbourhood Planning Forum Application

The recommendation(s) set out above were approved/ approved as amended/ deferred/  
rejected by ..... on .....

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Signed by: