

PART 5

Working Together on Neighbourhood Planning



This section will help clarify the roles and expectations of the tiers of local government in Leicester and Leicestershire that will be involved in the process of Neighbourhood Planning. The protocol focuses on the interaction between the tiers as part of this process and does not include all activities required to make a Neighbourhood Plan. There will be other key stakeholders to include and consideration should be given to the most appropriate method and time to do this.

The Parish or Town Council / Neighbourhood Forum will:

Deciding to Make a Neighbourhood Plan

- Liaise with the Local Authorities to advise of the intention to produce a Neighbourhood Plan and suggested boundary.
- Provide a project plan outlining the intended process and timescales to the Local Authorities.
- Where possible outline an indication of the likely scope of the Plan.
- Variations to / further detail on the project plan should be submitted to the Local Authorities as appropriate to maximise the authorities ability to engage in this process.

Making it official - Applying to Prepare a Neighbourhood Plan

- Submit an application and associated information to the Local Planning Authority for approval to be a Neighbourhood Forum and / or to define the Neighbourhood Area.

Making the Plan

- Invite views from the Local Authorities as the Plan develops; ensuring adequate time (3 weeks minimum) is given for responding to consultations / attending meetings.
- Seek advice from the Local Planning Authority on meeting the 'basic requirements' as the scope of the Plan becomes clear.
- Carry out a 6 week pre-submission consultation on the Neighbourhood Plan