

## **Newbold Verdon Neighbourhood Plan Advisory Steering Committee**

### **Report of the Chair to the Parish Council: 1<sup>st</sup> December 2018**

#### Update

Progress on the Neighbourhood Plan is now dependent on the speed at which the Strategic Environmental Assessment can take place. We received information two-weeks ago that we would receive the technical support required but we have yet to hear from the designated company, Aecom.

At the Steering Committee meeting last Monday, 26<sup>th</sup> November, the focus of discussion was on revising the committee structure, leadership, and short-term focus.

The current lull in the neighbourhood plan process provides an opportunity for the Steering Committee and Parish Council to consider how each will function in the near to mid-future in addressing the non-statutory elements of the plan: Community Actions (CA).

#### Restructuring the Steering Committee and Leadership Responsibilities

There is now no need for the three sub-groups (Environment, Housing, Infrastructure) to meet. The neighbourhood plan is complete and awaits the SEA findings before any changes can be considered. Addressing the final phases can be done by a smaller group, made up of the chair and representatives of the three sub-groups.

Other members of the Steering Committee could, if they wished, involve themselves in helping deliver the identified community actions.

#### Prioritising Community Actions

The committee undertook a prioritisation activity (See Appendix A) looking in turn at each of the CA's (Appendix B) and answering the following questions.

1. How significant would the CA be on parishioners, if achieved?
2. How achievable was the CA?
3. Who has full or part responsibility for delivering this CA?

Appendix A maps the results. Those CA within the shaded area (and especially those in the top right-hand squares of 4,4 and 3,4) were regarded by the committee as not only the most impactful but also the most obtainable. Those outside the shaded area, or on the edge, whilst important, could be regarded as not as urgent, or require a longer lead-in time.

#### Responsibility

Next to each CA are the initials associated with which organisation(s) has responsibility for achieving these actions. Broadly, they fell into three categories:

1. Those CA's the sole responsibility of the PC. For example, CF3 finding a plot of land for the cemetery
2. CA's the PC would support, perhaps with a representative, but which are driven by members of the community. For example, ENV2 – the promotion of outdoor sports and leisure (currently Dragon Lane improvements)
3. CA's supported by the PC but primarily taken on by other members of the community. For example, ENV 4 – footpath access – driven forward by community representatives

## The Implications for the Parish Council

### **Benefits**

- The use of other members of the community should reduce the PC workload
- More could be done in a shorter period of time
- There will be greater community involvement

### **Further Action**

The prioritisation matrix is the initial sorting; the full PC, supported by the Steering Committee, will need to undertake the following:

1. Decide on the CA priorities;
2. Identify primary and secondary responsibilities for each;
3. Nominate a lead person or group
4. Articulate the outcomes it expects to see if this CA is successfully achieved
5. Make some provisional resource decisions (time, people, finances)
6. The PC may also need to consider how the outcomes of 1-5 impact upon the existing PC structure. Can the CA's be incorporated into existing sub-groups such as Parks and Open Spaces or will there need to be a revision of committees and a rewriting of remits.

### **Next Steps**

It would be advisable to hold a full PC/NP Steering Committee meeting in the new year to address 1-5 and for the PC to consider 6.

### **Leadership Re-structuring**

Roger, Tim and Ed stepped down from their existing subgroup leadership roles, and Roger from chairing the group. All three will remain to support the chair within the smaller committee. Heather Davison was nominated by Ed Walsh and seconded by Joyce Crooks as Chair. Heather accepted the nomination, and there being no other nominees, Heather duly took up the position.

