

Plaistow & Ifold Parish Council - Neighbourhood Plan: Evidence Audit - June 2016

Assessment against NPPF tests.

Paragraph 040 (under the heading “*Preparing a neighbourhood plan or Order*”) of the NPPG sets out that there is no ‘tick box’ list of evidence required for neighbourhood planning. Proportionate, robust evidence should support the choices made and the approach taken. The evidence should be drawn upon to explain succinctly the intention and rationale of the policies in the draft neighbourhood plan. The evidence prepared has therefore been reviewed against the following criteria;

- Is it proportionate?
- Is it robust?
- Does it support the approach taken?

Document	Date	Comments	Assessment against NPPF tests	Initials
Ifold Settlement Boundary 09-10 Web SHLAA	2010	Statutory document produced by CDC	N/A	
The Plaistow Village Trust (representing Durfold Wood, Plaistow & Shillinglee): Annual General Meeting and Consultation 1	22.05.12	To be incorporated within Consultation Statement	N/A	
The Plaistow Village Trust (representing Durfold Wood, Plaistow & Shillinglee): Consultation 2	18.06.12	To be incorporated within Consultation Statement	N/A	
Letter from The Plaistow Village Trust to the Parish Council inviting their support and involvement in the preparation of the Neighbourhood Plan.	25.06.12	To be incorporated within Consultation Statement	N/A	
Letter to Chichester District Council applying for designation as a neighbourhood plan area as defined in Section 2 of the Neighbourhood Planning (general) Regulations 2012.	02.06.12	Statutory document	N/A	
Parish-wide: Village Design & Housing Needs Survey - Action in Rural Sussex (AirS) for the Parish Council	09.12	This document titles itself as a housing needs survey, but it does not perform this function. Rather, it is a survey of the parish demographic, what people feel is important about the parish, how they use the parish and its various amenities, modes of transport with only a few questions about housing, and no detailed analysis (cf with March 2016 CBA document).	The document is arguably proportionate, but is not robust as a housing needs survey, and does not provide direct support for the approach taken.	CS
The Plaistow Village Trust (representing Durfold Wood, Plaistow & Shillinglee): Consultation 3	09.12	To be incorporated within Consultation Statement	N/A	

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Letter confirming designation of Neighbourhood Plan Area from Chichester District Council. In accordance with the Neighbourhood Planning (General) Regulations 2012.	06.11.12	Statutory document produced by CDC	N/A	
The Plaistow Village Trust (representing Durfold Wood, Plaistow & Shillinglee): Consultation 4	12.12	To be incorporated within Consultation Statement	N/A	
Exhibition and Public Consultation, Ifold 2013	11/12.05.13	To be incorporated within Consultation Statement	N/A	
Ifold Public Exhibition Comments 2013	11/12.05.13	To be incorporated within Consultation Statement	N/A	
Ifold Public Exhibition Comments Themes 2013	11/12.05.13	To be incorporated within Consultation Statement	N/A	
Public Consultation Ifold (11-12 May 2013) - Registration sheets	11/12.05.13	To be incorporated within Consultation Statement	N/A	
The Plaistow Village Trust (representing Durfold Wood, Plaistow & Shillinglee): Neighbourhood Plan Policies	05.13	This document was produced at a very early stage in the process and therefore has been superseded. The document does not cover the whole of the statutory Neighbourhood Plan designated area and will therefore have limitations in terms of its robustness.	Given its limitations this document is not proportionate and would not support the approach taken for the whole of the plan area.	MW
Plaistow Conservation Area: Character Appraisal & Management Proposals (The Conservation Studio)	13.05.13	Statutory document produced by CDC	N/A	
Meeting of Neighbourhood Plan Groups 4.7.13	04.07.13	To be incorporated within Consultation Statement	N/A	

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Plaistow & Ifold Neighbourhood Plan - Project Support Report 2014 (Results from 3 workshops facilitated by The Glass-House for the Steering Group)	12.13-05.14	A series of three workshops with the express aims of bringing the individual communities together, and explore a shared vision, and initial issues to address.	As evidence, it has limited value - the work appears to have been commissioned at a transitional point in the process. The main value of the workshops appears to have been to establish the shared value and as a "launch pad" for moving forward. It is proportionate in the sense that key individuals were involved, but cannot be considered to be robust as the issues raised are limited and required further exploration. The workshops did begin to inform the final approach.	
Plaistow & Ifold Village Design Statement.	06.14		N/A	
Plaistow and Ifold Neighbourhood Plan Draft 2014.	23.10.14		N/A	
Minutes of NP Steering Group Meeting - 26 Oct 2015	26.10.15	To be incorporated within Consultation Statement	N/A	
Neighbourhood Plan Steering Group members (Past and Present)	01.16	To be incorporated within Consultation Statement	N/A	
Public Consultation Document (including numbered maps and photos- maps 1-22, Foxbridge maps; photos 1-8, 18-21, 23-28, 40-44, 50-51, 60-61, 70-74, 80-81, 85-86, 90-91, 95-96, 100-103, 300, 400, Foxbridge Golf Course site plan)	31.01.16-07.02.16	This evidence records the information provided to local residents for the survey and public consultation events, and the responses. The information provided includes the sites identified for housing and the methodology, including the constraints and opportunities. There is also a section on density, and historical, natural and community assets. The feedback ("post-it comments" and on line survey) from the events helped to inform the Broughton HNA document.	As a discreet piece of evidence, this is proportionate, in that it included the whole of the neighbourhood plan area, and robust, in that the responses were far reaching (response rate was not possible to calculate for the reasons set out in the Chris Broughton Housing Needs Assessment at para 3.6). The survey/exhibition results have been used to inform the final approach.	CS
Public Consultation (31 January 2016 and 7 February 2016) - Registration sheets	31.01.16-07.02.16		N/A	
CDC Site Allocation Preferred Approach Development Plan Document – Parish Council response.	18.02.16	Response to inform the CDC development plan document.	N/A	

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Minutes of NP Steering Group Meeting 14 March 2016	14.03.16	To be incorporated within Consultation Statement	N/A	
Neighbourhood Plan Household Survey and Housing Needs Assessment (Chris Broughton Associates)	03.16	<p>Stand alone piece of evidence, which the Examiner should be signposted to.</p> <p>This is a lengthy, a very thorough document which is a critical piece of evidence covering key issues to inform the Neighbourhood Plan i.e.</p> <ul style="list-style-type: none"> – The Parish Profile – this has been based on the latest ONS census data and as such is a reliable evidence source and paints a clear picture regarding the demographics of the Parish; – The Neighbourhood Plan Residents' Survey – the results of the survey are clearly set out and set out issues to be addressed in the Neighbourhood Plan, albeit through land use policies or "aims within the Plan which are not land use planning considerations i.e. Broadband, Utilities etc; – The Housing Needs Survey the results are clearly analysed and this report clearly addresses the gaps in the report undertaken by AiRS. The results of the Housing Needs Survey will need careful consideration as to how it will inform the Neighbourhood Plan. There are discrepancies in the report for example where it states that the demand is for is for smaller accommodation for older people to downsize, whereas Estate Agents advise that older people move away in order to live closer to facilities, which frees up houses for family housing. Overall conclusion however is that smaller accommodation is required. 	The document is a robust piece of work based on reliable evidence, is proportionate and will support the approach taken.	MW

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Minutes of NP Steering Group Meeting	05.04.16	To be incorporated within Consultation Statement	N/A	
Minutes of NP Steering Group Meeting	05.05.16	To be incorporated within Consultation Statement	N/A	
Proposal to Parish Council	17.05.16	To be incorporated within Consultation Statement	N/A	
Potential sites for development method statement	Emailed	Stand alone piece of evidence, which the Examiner should be signposted to. This is a key part of the evidence base and one that will be most closely scrutinised by the Examiner and other interested parties.	<p>The methodology is well set out and clearly sets out the process and stages that have been undertaken which will be helpful for an Examiner. It is therefore robust as a piece of evidence.</p> <p>The report is proportionate because it has assessed all those sites that have come forward by whatever means (i.e. SHLAA or "Call for Sites") within the NP area. It is also robust in so far as none of the sites have been "pre-judged".</p> <p>The results of the methodology have clearly informed the approach taken, i.e. the two most suitable sites have been carried forward as allocations within the NP.</p> <p>Some minor amendments to the document required (request word version of report)</p>	MW
Table of sites identified and assessed		Stand alone piece of evidence, which the Examiner should be signposted to.	<p>This is a key part of the evidence base and one that will be most closely scrutinised by the Examiner and other interested parties.</p> <p>Work undertaken so far is looking "fit for purpose".</p>	MW