

Project Name:

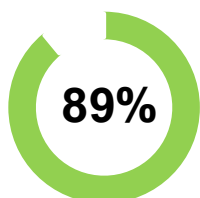
Hinckley & Bosworth Neighbourhood Planning Service

OBJECTIVES & PERFORMANCE TARGETS:

1. Provide impartial information, advice, and direct support services to help stimulate and deliver robust Neighbourhood Plans across the Borough of Hinckley & Bosworth.

a. All communities (parished and non-parished) made aware of and informed about Neighbourhood Planning.

Progress achieved against this target over the reporting period (Inc. % of annual target hit).



All communities provided with information and details of Neighbourhood Planning service via to known / identified contacts, Parish Council / Meetings and/or elected representatives of HBBC.

24 out of 27 geographic communities contacted have been engaged by our staff and their Neighbourhood Planning status monitored and recorded.

How we achieved these outputs/outcomes (summary of activity).

Proactive phone calls, emails and face to face meetings/discussions and presentations with/to parish councils, parish clerks and individual councillors (Parish and Borough level).

Presentation to all HBBC elected members and at multiple HBBC Parish Council Forum events.

Service Launch Event held at Atkins building and attended by 24 delegates.

News article developed for the Borough Bulletin to promote and publicise contact details.

b. 100% of Neighbourhood Plan enquiries followed up within 14 days of contacting the service.

Progress achieved against this target over the reporting period (Inc. % of annual target hit).



All email or telephone enquires received have been dealt with satisfactorily within the 14 days.

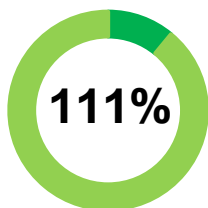
Usually this has been within 24hrs and no more than 7 days.

How we achieved these outputs/outcomes (summary of activity).

Enquiries received and dealt with via email and/or telephone

c. Provided 450 hours' direct support to progress projects.

Progress achieved against this target over the reporting period (Inc. % of annual target hit).



A total of 498 hours of direct support has been provided to neighbourhood planning projects across the Borough.

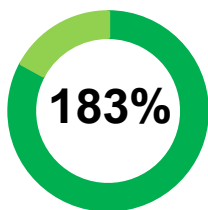
How we achieved these outputs/outcomes (summary of activity).

Support has been provided to communities by our internal Neighbourhood Planning Officers and where necessary qualified associate planning consultants appointed by the RCC.

Full details of support provided and a breakdown of activity undertaken is detailed within the [Live Neighbourhood Planning Database](#) set up and maintained as part of the service.

d. Supported a minimum of 6 active Neighbourhood Plan projects.

Progress achieved against this target over the reporting period (Inc. % of annual target hit).



8 active projects, 2 emerging projects and 1 inactive project supported.

Active projects:

Stoke Golding; Newbold Verdon; Sheepy; Bagworth, Thornton & Stanton under Bardon; Witherley; Barlestone; Burbage; Desford;

Emerging project:

Markfield; Groby

Inactive project

West Clarendon (Hinckley)

How we achieved these outputs/outcomes (summary of activity).

Projects targeted for support based on liaison with HBBC planners and demand/need within communities undertaking or initiating projects.

A summary of work completed is provided below. Full details of each project are contained within the Live Neighbourhood Planning Database.

Stoke Golding

Support provided to independently analyse and interpret household and young people survey results. Follow up enquiries dealt with around use of data and policy development.

Newbold Verdon

Responded to enquiries regarding contacting statutory consultation bodies and access to information and support from HBBC. Provided equipment for use at community consultation event. Liaised with HBBC and group to resolve issues and progress SEA screening process.

Sheepy

Provided meeting space for work with planning consultant. Prepared a draft letter of notice and comments form for use within the Pre-submission consultation. Liaised with HBBC and group to resolve issues and progress SEA screening process.

Bagworth & Thornton and Stanton under Bardon

Met with representatives from joint group to initiate project, engage the public and support application for designation. Supported project planning and timetabling including programmed support from the RCC. Undertook marketing, planning, delivery, analysis and report of 3 community consultation drop in events. Supported planning for stakeholder consultation event.

Witherley

Supported project planning and agreed support package from RCC. Helped to establish project steering group and to agree outline work plan and first phase of community consultation. Undertook marketing, planning, delivery, analysis and reports for 3 community consultation drop in events. Planned, prepared and facilitated a stakeholder consultation workshop.

Barlestone

Met with the group to plan an outline timetable of work to support a programme of consultation and engagement. Supported group to plan, prepare, facilitate and analyse results from 2 community consultation drop-in events. Planned, prepared and facilitated a stakeholder consultation workshop.

Burbage

Worked with our associate planning consultant to review the draft Neighbourhood Plan and to advise on and make amendments to policies and wording. Provided support to plan and undertake a pre-submission consultation.

Desford

Undertaken analysis of a household consultation survey including making feedback and recommendations to working group. Responded to enquiries on their draft vision and housing allocation numbers.

Markfield

Met with representative to discuss first steps to initiating a project. Supported work to generate local interest and support for a Neighbourhood Plan committee.

Groby

Presented to representatives from the Parish Council and potential working group to outline first steps and support work towards applying for area designation.

West Clarendon (Hinckley)

Met with HBBC representatives to review stalled activity within designated Neighbourhood Area. Contacted key groups and individuals in the area to ascertain whether any support existed to take the project forward.

e. At least £27,000 match funding and/or local investment secured.

Progress achieved against this target over the reporting period.



4%

£1,000 secured to support Barlestone Neighbourhood Plan.

4 established projects have existing funding in place.

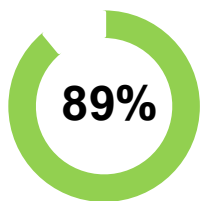
How we achieved these outputs/outcomes (summary of activity).

Most current projects at more advanced stages of the process already have funding in place, the support they require is covered by funded elements of this service, or they have sourced alternative investment.

All emerging projects are/will be supported to apply for funds once at an appropriate stage of development.

f. Database updated quarterly outlining the Neighbourhood Planning status of all communities and activity of the service.

Progress achieved against this target over the reporting period (Inc. % of annual target hit).



24 out of 27 geographic communities across the Borough have been engaged by our staff and their Neighbourhood Planning status monitored and recorded.

[Live Neighbourhood Planning Database](#) created and the known status of all Neighbourhood Planning activity is up to date.

How we achieved these outputs/outcomes (summary of activity).

Phone calls, emails and face to face meetings/discussions with Neighbourhood Planning and other community representatives.

[Live Neighbourhood Planning Database](#) designed, created and updated at least monthly.