**Mossley Town Council**

**Neighbourhood Plan, Draft process.**

The letter of acknowledgement/approval was received which sets out the formal recognition of the Neighbourhood Plan to be undertaken by the Town Council and supported by Tameside MBC.

The relationship to TMBC is key as the “higher authority” and Local Planning Authority, who are due to produce local development plans for the borough as a whole and our NP will fit into that structure.

This is a draft timetable to cover the initial stages pf the process and to get on board interested parties and commence the job of building those relationships.

The consultation process will be determined by the TC in conjunction with representatives of the community, so it has the most relevance to the whole of the community and ensures that we have, as far as possible, a strategy that will be most effective.

Although there are many examples of the whole process, by different councils presenting the timeline and activities as they see fit, we feel that we should have our own bespoke model agreed locally and whilst following the general guidelines of process to ensure legality, we take a firmer view of this, realistically as we get underway and contributors better see what we need to do and when.

The following is the first part of the process as suggested by the Town Council.

It is important to recognise that work will be required between stages and meetings to bring forward reports/proposals etc. which then inform the stage meetings.

We are grateful to Ms Abbie Miladinovic, a Town Planner who works for a Yorkshire local authority. She has offered her advisory services to us for free under the NP process as part of the Locality initiative. Abbie is particularly experienced and has worked on a number of NPs directly over several years.

1. **Initial meeting**

February 2023

Public venue, advertised in websites, social media and posters.

Specific invitation to community groups with physical assets, but open to the public.

Explain the NP aims and process.

Explain who is involved, a potential timeline, legal implications and the scope of the NP within the planning framework.

Agree an initial group structure and lead.

Examine potential relationships and partners.

Ensure there is a record keeping process to meet legal requirements.

Consider a communications strategy and control.

Topics. The group may wish at this stage to identify topic areas for work going forward, but on the understanding that these may be adapted by circumstances and should allow for cross communication.

1. **Scoping stage (stage1)**

Early March/April 2023

Prepare the community engagement strategy.

Undertake initial publicity events and surveys to promote an inclusive process understanding of the opportunities, terms and role of the NP.

At this stage the topic area groups may wish to meet to look at their roles.

Consider the need for and range of volunteer and professional support for this exercise.

1. **Scoping (stage 2) Identifying issues/aims**

 April/May 2023.

 Analyse stage one consultation. Support required for this.

 Review the evidence gathered

 Scope. Plan content into the topic based issues and aims.

1. **Publish findings.**

May/June 2023

 Publish results of consultation.

 Invite further comments.

 Consult with Tameside as Local Planning Authority

1. **Statistical and policy analysis.**

July 2023 (and beyond as information demand may be directed by consultation issues)

Examine local planning and other policies and statistics from relevant bodies

Cross reference to consultation findings and report to topic groups.

1. **NP steering group meets (leads on topics, communications and information/data), plus TMBC.**

 August/September 2023

Consider outcomes of topic groups and compare to original aims

Consider situation and the need for further work.

Consider appointment of additional professional services.

Agree and approve the next stages of the process.