

**Looe Neighbourhood Plan Core Steering Group
Tuesday 24th November 2015 at 7.00pm**

Agenda Item 7 – Approval of Project Plan and Grant Application – Supplementary Paper

Up to £8,000 grant is available from the Dept of Communities and Local Government (DCLG) via Locality. If there are more complex issues involved, its possible to ask for technical support and a further £6,000 in grant.

Details of eligibility are given in the following appendix. Taking these and the proposed workplan into account, it is proposed that grant be sought for the following:

Creation of website and logo, domain and hosting costs £1,500
Creation and printing of engagement materials £1,500
Venue hire and workshop refreshments £450
Survey Monkey £250
Survey delivery and collection £1,200
Character analysis work £1,500
Development of evidence base £1,500
Mapping package £250 and map printing £250
Training sessions/visits etc £1,350

It is also suggested that technical assistance and additional grant be sought to support Neighbourhood Plan policy development and master-planning responding to and supporting the redevelopment of Polean and the Harbour project

Appendix

Up to £8,000 grant is available from the Dept of Communities and Local Government (DCLG) via Locality. If there are more complex issues involved, its possible to ask for technical support and a further £6,000 in grant.

Applications are on the basis of a rolling application window open throughout the year.

The grants are intended to cover, for example:

- Developing a website
- Training sessions for members of the steering group
- Help with putting together a project plan
- Public indemnity insurance (if you are a neighbourhood forum and this is not already in place)
- Help with developing the evidence base and analysing it to identify issues and aims for your plan
- Undertaking a housing survey
- Engaging a facilitator to help with capacity building, for community consultation or workshops

- Engaging a planning expert to help you draft policies
- Engaging a planning expert to help you to draft relevant policies
- Support for making site allocations
- Contribution to required specialist studies, such as housing needs assessments
- Contribution to undertaking a strategic environmental assessment (SEA) if your local planning authority has identified that one is needed.
- Support with undertaking the six week pre-submission consultation
- Support with collecting and analysing responses from the six week pre-submission (Regulation 14) consultation and deciding how to modify the neighbourhood plan
- Help with understanding whether your plan is ready for examination (meeting the basic conditions and other legal requirements)
- Provide training in the legal requirements which will be tested at the examination stage
- Venue hire
- Publicity materials
- Printing
- Costs associated with planning and undertaking public engagement and consulting on the plan.

Grant funds must be spent within 6 months or before the end of the current financial year, whichever is the earliest.

Its not possible to apply retrospectively for work that has already taken place.

Its not possible to for the cost of staff or volunteer's time, except for specialist consultants.

Technical Support is designed to provide information (evidence) and advice (professional judgement) to help decide priorities & direction, to draft policy, avoid legal challenges and to engage confidently with stakeholders such as developers, councils, local businesses and of course residents who will have a vote at the end of it all.

The eligibility for technical support is limited to so-called 'complex groups'. In Cornwall these would be:

- All groups writing a Business Development Plan
- All groups writing a Neighbourhood Development Order
- Town or Parish Councils working across 3 or more Parish councils
- A population of 25,000 or more
- Diverse community
- Highly transient community
- Situated in high growth areas (where proposed allocations would exceed Local Plan targets)
- Deprived areas (where 30% or more of the Neighbourhood Area has an IMD score of 1 or 2 the area has a high level of deprivation, regardless of the area's overall score).