



REPORT FOR DECISION

Item No:- NP24/07

Committee:-	Neighbourhood Planning Committee
Date:-	30 th October 2024
Author:-	Martin Hammond, Clerk
Report Title:-	Update and process for the Kettering Central Neighbourhood Plan
Wards Affected:-	All Saints, Northfield, William Knibb, St Michaels/Wicksteed

1. Purpose of Report

To update on progress made to date, remind members where we are up to and describe a broad roadmap for the coming work.

2. Recommendations

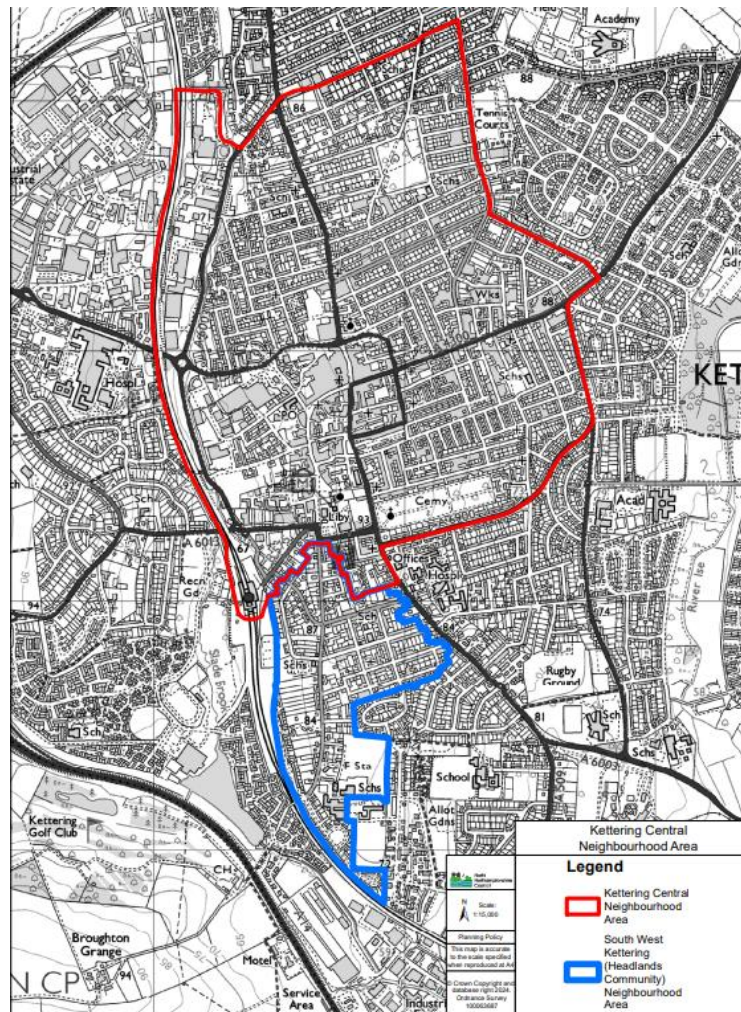
The Committee is recommended to note the report, but to ask questions on the roadmap.

3. Information

- 3.1. The Council agreed in principle to develop a neighbourhood plan for Central Kettering, including the town centre, at its meeting on 20th March and to have a member workshop on the plan. A budget of £10000 had been included in the 24/5 budget. The clerk was authorised to start the procurement process for consultants to support the process and at the Annual Meeting, the terms of reference for this committee were amended (attached as Appendix One), to increase its size slightly.
- 3.2. Following the neighbourhood planning workshop held on 19th June, the full Council on 10th July agreed to ask North Northamptonshire Council to designate a new neighbourhood plan area, as shown in the map below. This geography had been discussed at the workshop and was wider than that first proposed, bringing in the

area around Rockingham Rd park and a small area centred on Bowling Green Avenue not covered by the Headlands area plan.

In members' minds though was the need for the community engagement to stretch across the whole of the Town, with the possibility that the whole town might be entitled to vote in the eventual referendum.



- 3.3. NNC have now completed the designation consultation process and received no objections. They are due to confirm the designation by the end of October
- 3.4. Once the area is designated, the process can properly begin, although there will be no further opportunity to change the boundaries from this point on.
- 3.5. As a reminder, the plan seeks to establish up to date planning policies for the town centre and to address development principles for both the town centre and the largely Victorian residential areas to the north and east of the centre. The designation application is attached for reference at Appendix Two, setting out in more detail the objectives.

- 3.6. The roadmap from here on is set out below. This is also reflected in the tender documents included within item 8 on this agenda. It is not immutable and needs to be flexible enough to cope with issues that arise during the policy development and the community engagement work.

Stage One

- **Designation**
- **Building the Evidence base**
- **Publicity and engagement**

The first step, now completed, is to submit the proposed neighbourhood area to the local planning authority for designation. Preparing to write a neighbourhood plan includes publicity, development of local partnerships, community consultation and engagement and the building of an evidence base.

Stage Two

- **Drafting policies**
- **Meeting the basic conditions**
- **Pre-submission consultation**

Evidence and the outcomes of community engagement will inform the development of a vision and/or aims for the plan. These in turn will inform the formulation of policy and, where appropriate, site allocations. Community engagement and consultation will be necessary at all stages of the plan-making process. As the plan is developed, the need to meet the basic conditions must be considered. Once there is a draft plan, it must be subjected to pre-submission consultation (Regulation 14)

Stage Three

- **Submission**
- **Publicity**
- **Independent Examination**
- **Referendum**

The proposed neighbourhood plan will be submitted to the local planning authority, which will check that the necessary documents have been provided. Following a period of publicity, the local planning authority will arrange for an independent examination. It will also organise the public referendum, subject to the plan meeting the basic conditions at the examination stage.

- 3.7. A project plan will identify key stages, actions and an indicative timetable. Things like developing the evidence base and undertaking community engagement will have to be designed around the available budget. The project plan can also allocate responsibilities for co-ordinating different aspects of the process and identify key risks to the project's timetable and proposals to mitigate those risks. External support in drafting the policies, evidence assembly and analysis and to text the plan against the likely examination process is clearly essential

- 3.8. This suggests a timetable that lasts until at least the end of the 25/6 financial year after which there will be an examination in public and finally a referendum so it is unlikely the plan will be adopted before the end of the 2026 calendar year.
- 3.9. The plan's development was intended to go hand in hand with the development by NNC of its replacement Local Plan for the period 2021-41. The timetable for this has slipped slightly and they will need to respond to the government's intended changes to the planning system, so the likely date of their plan being adopted is mid to late 2026. It will be necessary to set up a system with NNC to ensure that development work on both plans stays in touch with each other.

4. Consultation and Engagement

Consultation and engagement is key to the development of the plan and its acceptance through an examination in public and the eventual referendum. External support will be essential to getting this right.

5. Finance, Legal and Resource Implications

- 5.1. The Council put £10,000 in its 24/5 budget, some of which has been utilised, and a proposed £12,000 in its 25/6 budget, so it has £21,000 to fund the plan, on top of which it should be able to attract an £18,000 grant from the government for neighbourhood plan development.
- 5.2. The cost of the examination in public and referendum is borne by the planning authority, who can attract grant aid for this, and will fall in the 26/7 financial year.

6. Policy Implications

The neighbourhood plan will produce statutory planning policies which will help determine the style of development and land use in the designated area, and be used as a test for all planning applications coming forward. The plan will support the Town Council's aspirations for a flourishing, safe and attractive town centre and for safe and attractive neighbourhoods.

Background Papers

Reports to council march and July 2024
Minutes of this committee Feb 2024
Designation application
Neighbourhood Planning Roadmap by Locality

APPENDIX ONE - TERMS OF REFERENCE FOR THE NEIGHBOURHOOD PLANNING COMMITTEE

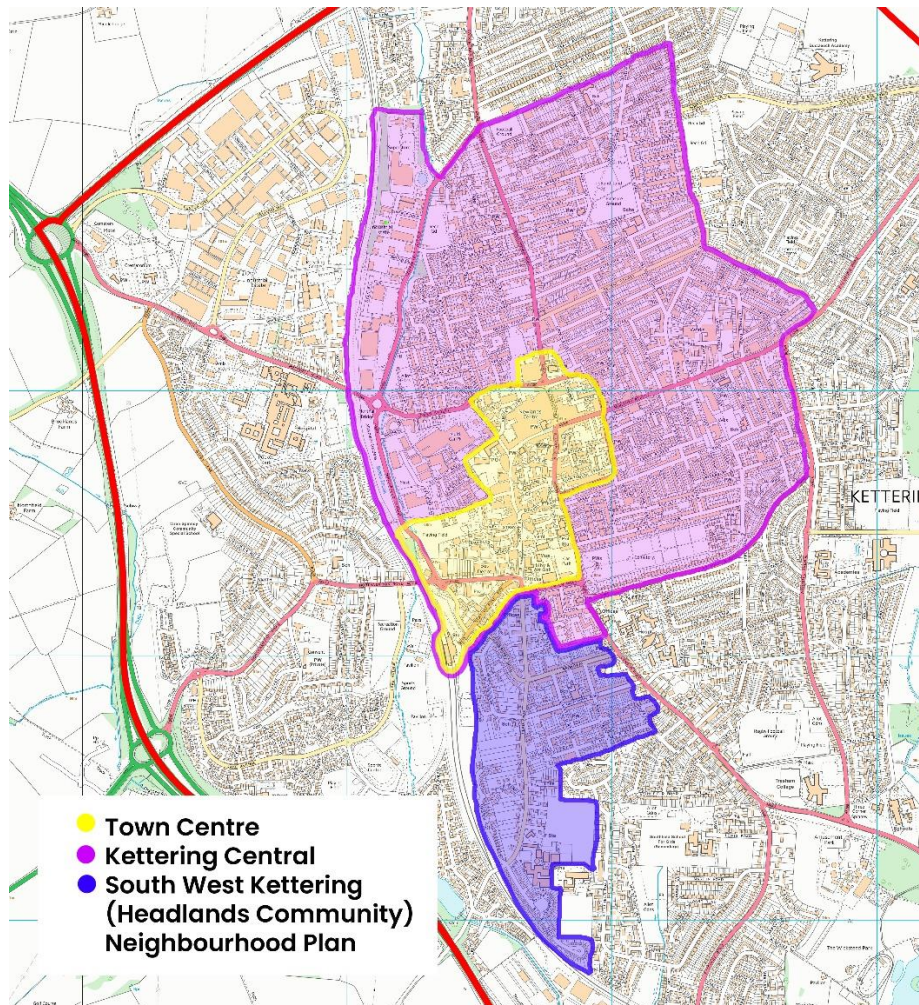
1. The Committee's responsibilities, as set out in these terms of reference, are defined and agreed by the full Council which may decide to make changes from time to time.
2. Meetings are to be held when required and at suitable venues.
3. Membership of the committee will comprise
 - a. Six councillors
 - b. Two co-opted members drawn from the body of residents of each proposed or agreed neighbourhood plan area, as selected by the residents concerned, in whatever way they agree, up to a maximum of 6 .
4. Council would not normally with-hold its agreement to the appointment of co-opted members as determined by residents and must set out reasons why it does.
5. The quorum of the meeting shall be three members of Council and one co-opted member from each neighbourhood plan area.
6. Written minutes will be taken to record the Council's decisions and will be received at the next full Council meeting.
7. Responsibilities
 - a. To facilitate the development of neighbourhood plans for areas within or across the Kettering parished area, in conjunction with the residents and businesses affected
 - b. To recommend to full Council the submission of a Neighbourhood Plan to North Northamptonshire Council
 - c. To agree communication, consultation and engagement strategies and plans to engage people who live, work and carry on business in the neighbourhood area with the neighbourhood planning process. This will include raising awareness around the purpose and function of the neighbourhood plan, gathering information to inform the development of the plan, update people on the progression of the plan and promote the referendum to encourage voting for the making of the plan.
 - d. To monitor the effectiveness of policies contained within a plan over time, and to
 - i. Alert the Town Council's Planning committee to applications which might conflict with the plan
 - ii. Alert the planning authority to plans, proposals and applications which might conflict with the plan
 - iii. Suggest ways in which the plan might be amended over time.
8. The committee shall have regard to the professional advice of NNC planning officers and to the legislation and regulations in place governing the creation of plans.

APPENDIX TWO - DESIGNATION APPLICATION

NEIGHBOURHOOD PLANNING (GENERAL) REGULATIONS 2012

APPLICATION FOR THE DESIGNATION OF A NEIGHBOURHOOD PLAN AREA IN KETTERING PARISH

1. Kettering Town Council is a relevant body as defined by section 61G(2)(a) the Town and Country Planning Act 1990 (The Act). The proposed neighbourhood plan area is appropriate to be designated as a neighbourhood area because it is wholly within the parish of Kettering which forms the administrative area of the Town Council. It is therefore in accordance with section 61G(3)(a) of the Act.
2. The Town Council seeks to have the area shown in gold and purple on the map below designated as a single neighbourhood plan area, to be known as Kettering Central. For the purposes of clarity, the existing South West Kettering (Headlands Community) Neighbourhood Plan area is shown in blue on the same map.



3. The Council wishes to develop a neighbourhood plan for the area above because it believes there is a need to develop planning policies which:

- a) Protect and enhance the role of Kettering town centre in particular to
 - a. Building on the policies set out in the Town Centre Area Action Plan (2011) to meet the needs of central Kettering
 - b. Set principles and standards for the conversion of existing buildings and the re-use of redundant buildings and sites
 - c. Protect historic and character areas and buildings from unsympathetic development
 - d. Extend and improve green spaces and public open spaces
 - e. Develop public facilities for commercial and community benefit
 - f. Support a safe night-time economy
 - g. Enable active travel by enhancing existing and creating new cycle and walking routes
 - h. Address parking needs for residents and visitors alike

- b) Protect and enhance the quality of life for residents in the older parts of town, including those living in the town centre, in particular to
 - a. Set standards to improve the quality of new housing, in terms of amenities, sustainability, energy and water conservation, parking provision, space standards and appearance
 - b. Improve the streetscape for older areas of housing,
 - c. Protect and improve the public realm
 - d. Extend and improve green spaces and public open spaces
 - e. Develop public facilities for commercial and community benefit
 - f. Enable active travel by enhancing existing and creating new cycle and walking routes
 - g. Address parking needs for residents and visitors alike

4. Part A above will primarily focus on the area marked in gold on the plan above and Part B will focus on the gold and purple areas of the map.

5. The Neighbourhood Plan will be developed in conjunction with and accordance with the emerging North Northamptonshire Local Plan.

6. The Town Council recognises that the future of the town centre will be of interest to the whole of Kettering and it will therefore set out to engage and consult with the whole of the population of Kettering, not just those living or working within the designated area, with a view to the possibility that the franchise for any eventual referendum might be extended to the whole of the parish.

Appendix two