



# People and Place Project

## A new Local Plan for northern Devon

### PROJECT INITIATION DOCUMENT (PID)

## 1. Purpose of the Document

- 1.1. This Project Initiation Document (PID) defines the People and Place Local Plan project. It sets out the aims of the project, why it should proceed, who is involved and their responsibilities. This PID provides the basis for the management of the project and ultimately a base to assess its success.

## 2. Background

- 2.1. The Planning and Compulsory Purchase Act 2004 (PCPA 2004) requires that local planning authorities produce a local development plan for their area. The National Planning Policy Framework (NPPF) states:

*“The planning system should be genuinely plan-led. Succinct and up-to-date plans should provide a position vision for the future of each area; a framework for addressing housing needs and other economic, social and environmental priorities; and a platform for local people to shape their surroundings.”*

(paragraph 15)

- 2.2. All Local Planning Authorities (LPAs) are required to review and, if necessary, update their local plan policies within five years of adoption, if not sooner.
- 2.3. *The North Devon and Torrige Local Plan was adopted in October 2018 and as required by the PCPA 2004 the Councils’ have undertaken a five-year review of the Plan. The conclusions of the review considered by the Joint Planning Policy Committee in October 2023 were:*
- (1) The policies included in the North Devon and Torrige Local Plan remain up to date.
  - (2) Additional policies are required to address matters where the Local Plan is silent, namely: First Homes, Coastal Change Management Areas and the provision of traveller sites.
  - (3) A range of practical implementation issues, principally focused on the detail of the development management policies in Part 3 of the Local Plan are identified that could be considered for future update.
- 2.4. Prior to the publication of the five-year review, Torrige District council resolved in July 2023 that the appropriate approach to updating the North Devon and Torrige Local Plan was to undertake a Comprehensive Full Review with a new Local Plan. North Devon council resolved to proceed with a comprehensive review of the Local Plan in November 2023.
- 2.5. The Levelling Up and Regeneration Act (2023) introduces a new streamlined plan-making regime. It requires local planning authorities to prepare a new local plan every five years and with the formal preparation process lasting no longer than three years.



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At the time of writing, secondary legislation and relevant updates to both the National Planning Policy Framework and the associated planning practice guidance has not been published.

- 2.6. A significant unresolved matter that impacts on the full planning for this project is the Government's proposal, trailed through a consultation in 2023, that local planning authorities ability to begin preparing individual new local plans will be imposed by placing local planning authorities into 'waves' that will determine their start date, rather than simply allowing a local planning authority to begin work when it considers appropriate; with the intent of reducing the pressure on the resources at the Planning Inspectorate and external consultancies.
- 2.7. In December 2023 the Joint Planning Policy Committee discussed the possibilities of being a 'front-runner', although at the time of writing this PID (March 2024), no further information has been provided by the government on whether this approach will be rolled out, and if so, the criteria and process for applying to be a front-runner. The Councils have made representation to Government as to their ambition to be a front-runner.
- 2.8. There are a range of reasons why it is now considered appropriate to commence a comprehensive review and update. The social, economic, environmental and political context within which the existing Plan now operates, is significantly different to that which was envisaged when the existing Plan was prepared. There are likely structural social and economic shifts due to Covid-19.
- 2.9. Changes that have come about since the adoption of the Local Plan in 2018 include:
  - (1) Recognition of consequences associated to Brexit;
  - (2) The emergence of the Government's green agenda - the Environment Act 2021 and the 25 Year Environment Plan;
  - (3) Continued relaxation of the planning system - including reform of the Use Classes Order and continued expansion of simplified routes to consent (i.e. prior approvals);
  - (4) Increased emphasis on housing delivery - including proposed changes to the standard housing methodology, future housing requirements and affordable housing thresholds;
  - (5) The introduction of Biodiversity Net Gain; and
  - (6) Government's commitment to significant reforms to the planning system including the process of development management and the content and preparation of local plans.
- 2.10. More locally there are a range of issues that require consideration within a review including (but not restricted to):
  - (1) Declarations of Climate and Biodiversity emergencies;
  - (2) Changing patterns for use of town centres and retail habits;
  - (3) Evolving thinking on rural sustainability;
  - (4) Increasing emphasis on environmental considerations and carbon saving;



- (5) The challenges of maintaining a housing land supply;
- (6) Issues of coastal erosion and flooding;
- (7) The delivery of affordable housing and wider housing availability and affordability;
- (8) Changing work patterns – including increases in home working;
- (9) Significant structural reforms to the agricultural sector; and
- (10) A changing context for the tourism sector.

2.11. The five-year review has used the Planning Advisory Service (PAS) Local Plan Route Mapper to objectively appraise the existing local plan, with outcomes used to inform the development of this project plan, alongside learning from best practice.

### 3. Objectives

- 3.1. It is important for the Project to be carried out in a robust and objective way, carried out in an efficient and effective manner, with a focus on developing a quality plan that all stakeholders can buy in to and be proud of.
- 3.2. The objectives of this project are to deliver an up-to-date and effective joint Local Plan for northern Devon which:
  - (1) is bold, ambitious and provides the framework to plan for at least the next 15 years of growth;
  - (2) is about what we want to see rather than what we don't, seizing opportunities, tackling issues and embracing positive change;
  - (3) recognises that we are living in an ever-changing world and is sufficiently flexible to be able to respond positively to changing circumstances and opportunities;
  - (4) sets out the vision and strategy for how the area should be developed over the lifetime of the plan;
  - (5) is prepared positively in partnership with communities and stakeholders to ensure that it best reflects their ambitions, priorities and aspirations;
  - (6) should be focussed on delivering the outcomes sought, recognising that in a complex environment with a variety of stakeholders and interests, development needs to be positively managed;
  - (7) meets the districts' identified needs for development based on a proportionate evidence base;
  - (8) balances development with the protection and enhancement of what makes northern Devon special;
  - (9) working with our partners, plans for adequate and appropriate infrastructure that is co-ordinated for delivery alongside development;
  - (10) is evidence-led; and
  - (11) is sound.

### 4. Scope



## In scope

- 4.1. Our Members have requested a 'comprehensive' review of the 'Plan'. The following are considered to be within the scope of the Project.
- 4.2. A geographical area that extends to the local planning authority areas for North Devon and Torrige and excludes the area of Exmoor National Park Authority.
- 4.3. Will cover a period up of at least fifteen years from the date of adoption, extending to 2040 and beyond.
- 4.4. Provisions that meet the necessary statutory requirements and conform sufficiently with national planning policy (i.e. the National Planning Policy Framework, Planning Policy for Traveller Sites, etc.) and associated documents including the forthcoming National Development Management policies (unless the Councils' have provided robust evidence to demonstrate why national planning policy should be departed from).
- 4.5. Provisions that seek to explore, embrace and maximise the potential from the opportunities available to the plan area.
- 4.6. Strategic policies setting out an overall strategy for the pattern, scale and quality of development, with a view to securing a net zero carbon future, addressing climate resilience, promoting healthy places and lives principles, and the wider environmental objectives of the Councils. The plan will be responsive to the circumstances, context, needs and aspirations of individual places, within a framework of considering northern Devon as a whole.
- 4.7. Sufficient provision for a number of key land uses: housing (including affordable housing), employment, retail, leisure, community facilities and other commercial development.
- 4.8. Provision of infrastructure (such as roads, electricity, sewerage, water, schools, health provision and open spaces that people need to live happy, healthy and safe lives).
- 4.9. Policies for the conservation and enhancement of the natural, built and historic environment including landscapes, green infrastructure and bio-diversity.
- 4.10. An appropriate monitoring Framework to assess the performance of the plan, taking account of the government's proposed planning reforms to this element of plan making.
- 4.11. A proportionate yet comprehensive and up-to-date evidence base appropriate to support and justify the local plan provisions.
- 4.12. Securing formal agreements and successful funding bids to ensure that development and site promoters provide the required infrastructure and community provision in a timely manner and to specifications to meet the Council's objectives.
- 4.13. A comprehensive engagement strategy with residents and stakeholders in line with an updated Statement of Community Involvement or a subsequent document prescribed by national government.
- 4.14. A digitally focused Plan, meeting the requirements of any relevant legislation or national planning policies.
- 4.15. A supplementary Document, as defined in the Levelling Up and Regeneration Act (2023), if circumstances demonstrate this approach is necessary.



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## Out of scope

- 4.16. All areas beyond the local planning authorities' boundaries (including the Exmoor National Park area within North Devon). Notwithstanding the need to have regard to cross-boundary issues with neighbouring local planning authorities either through the duty to cooperate or successor policies.
- 4.17. Writing policies with the assumption supplementary planning documents can be prepared providing a detailed explanation of how policies will be implemented. This is because the Levelling Up and Regeneration Act (2023) has removed this option.
- 4.18. Policies sufficiently covered in the NPPF and associated documents including the forthcoming National Development Management policies (if and when published).
- 4.19. Matters that extend beyond the legal scope of the planning system.

## 5. Success criteria

- (1) Timely delivery of a robust Local Plan in accordance with the detailed Project Plan;
- (2) That all our members felt included in the development of the latest plan;
- (3) Fosters ownership within communities and other stakeholders;
- (4) Plan is deliverable, viable and achieves the vision;
- (5) Is as flexible and dynamic as possible to be future proofed and enable robustness despite future changes;
- (6) Embraces and enables digitisation / ease of use of communities and other stakeholders;
- (7) Successful at examination / adoptable;
- (8) Addresses critical issues highlighted by Members, communities and other stakeholders;
- (9) Plans for the delivery of sustainable development that meets the needs of Northern Devon;
- (10) Provide policies to ensure the Councils are meeting their responsibilities in relation to both the climate and environmental management; and
- (11) Provides sufficient housing and employment opportunities.

## 6. Project structure

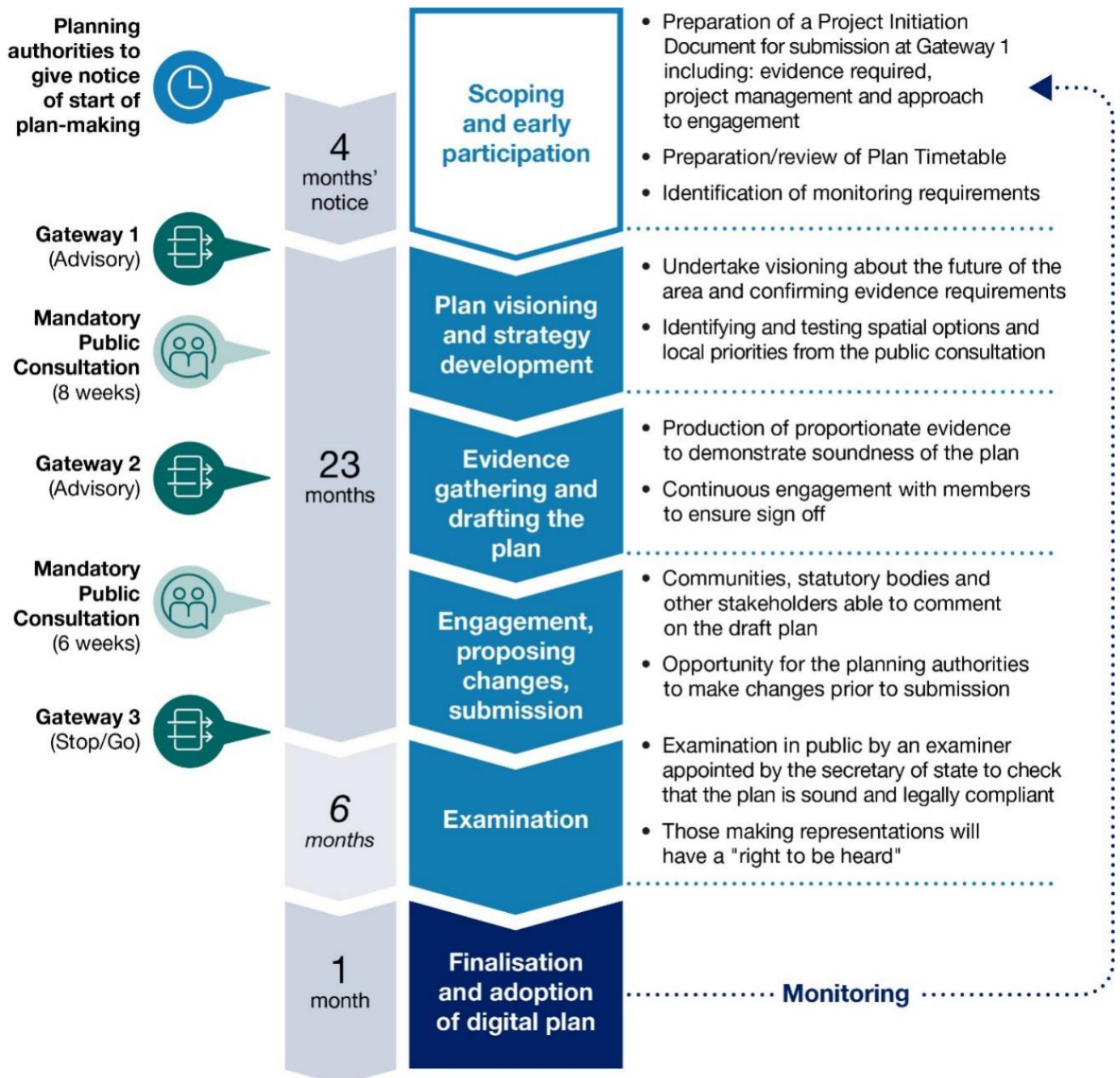
- 6.1. The project structure will be directly related to the finalised legislation, national planning policy and associated practice guidance which will establish the process and timeline for the production of a new style local plan. This is expected to emerge throughout 2024.
- 6.2. In advance of the finalised legislative and policy framework for preparing a new style local plan, it is not possible to fully establish a project structure and detailed programme for the entirety of the project.
- 6.3. This Project Initiation Document uses the draft process and timeline shown in Figure 1 as a guide for what can usefully be carried out prior to the formal commencement of the new plan-making process, proposed for introduction by November 2024; seeking to



balance the ambition to proactively progress in a timely manner whilst managing the risk of potentially completing abortive work.

6.4. It is proposed that an initial focus is placed upon work that is likely to continue to have value irrespective of the final scope and nature of the emerging plan-making process and that will likely have sufficient longevity to take account of any delays in the new plan-making process coming into effect.

Figure 1. Flow diagram of Government’s proposed local plan process and timeline



Source: Levelling-up and Regeneration Bill: consultation on implementation of plan-making reforms; Department for Levelling Up, Housing & Communities, July 2023



6.5. Having regard to the above, details of the workstreams proposed to be undertaken between March and November 2024 are listed in Table 1 below. These are considered to be a good use of the time available and help position the Councils for when the opportunity arises to formally commence plan-making.

Table 1: Initial Local Plan Workstreams



Project Title	Project Details	Lead Officer(s)
Member thematic Working Groups	Establishment and implementation of thematic member working groups to support the operation of the Joint Planning Policy Committee.	Ian Rowland
Assessment and Scoping of Evidence	Scoping of the scale, nature and timing of the evidence required to support the preparation of the Local Plan.	Ian Rowland
Initial Local Plan timetable	Prepare initial Local Plan Timetable to submit to DLUHC in March 2024 as per Government request, based upon the emerging requirements for the preparation of new style local plans and having regard to the content of the Levelling Up and Regeneration Act 2023 and relevant Written Ministerial Statements.	Elizabeth Dee
Comprehensive Local Plan timetable	<p>Finalise the Local Plan Timetable when detailed relevant regulations and updates to national planning policy are published; to be included in Gateway 1 Assessment.</p> <p>The timetable to comply with finalised legislative, policy and guidance requirements.</p>	Project Team
Preparation of a full Project Initiation Document for the Local Plan for submission at Gateway 1	Prepare a fully compliant Project Initiation Document as expected to be required for submission at Gateway 1 assessment; including the full scoping of evidence requirements, project management details and approaches to engagement.	Ian Rowland/ Elizabeth Dee
Engagement and Consultation Strategy	Development of a comprehensive plan for consultation and engagement that provides an efficient and effective basis for all stakeholders and communities to have the opportunity to get involved and have their say.	Project Team



<p>Visioning and Scoping</p>	<p>Undertake initial visioning for the future of the area, both as a whole and considering individual places.</p> <p>Carry out visioning exercises with Councillors and other Stakeholders to help develop a vision and Objectives for northern Devon.</p> <p>Work with Town and Parish councils to develop draft Neighbourhood Priorities Statements and inform place-based strategies.</p> <p>Scope strategies and plans from both North Devon and Torrige Councils and also relevant stakeholders.</p>	<p>Project Team</p>
<p>Duty to Cooperate/Flexible alignment policy</p>	<p>The duty to cooperate is a continuous process and is already underway.</p> <p>Proactively engage with key partners to build relationships and understand priorities.</p> <p>All engagement activity with stakeholders to be recorded in the 'engagement log' to provide consistent basis for demonstrating compliance.</p> <p>Details of the flexible alignment policy yet to be confirmed, with further consultation expected this year.</p>	<p>Ian Rowland/ Elizabeth Dee</p>
<p>Sustainability Appraisal/ Environmental Outcome Reports</p>	<p>Re-commission LUC to update the baseline information included Sustainability Appraisal Scoping Report (SASR) which was finalised in 2022 as part of the initial People and Place workstreams.</p>	<p>Mark Saunders</p>
<p>Monitoring Framework</p>	<p>Identification of monitoring requirements based upon emerging Government proposals, although awaiting finalisation of national requirements. To be included in the Gateway 1 submission.</p>	<p>Ian Rowland / Elizabeth Dee</p>

Design Codes (Plan wide)	<p>Planning officers to receive training on the best practice on the preparation and implementation of design codes.</p> <p>Decide whether to include within the Local Plan or a Supplementary Plan.</p> <p>Prepare a detailed timetable for the preparation of the design code(s).</p>	TBC
Housing and Economic Land Availability Assessment (HEELA)	Publish a HEELA which meets the requirements of government policy and guidance.	Ben Lucas Mark Alcock
Coastal Change Management Areas	Commence policy development based on the technical evidence already prepared.	Ian Rowland
Fluvial Change Risk Management Areas	Commission consultants to prepare evidence to inform an innovative policy for FCMA's. Work to be undertaken in partnership with the Environment Agency and Devon County Council.	Ian Rowland Elizabeth Dee Tara Jenkins
Place Base analysis	Topic paper on current statistics and future projections to inform discussions on issues and place-based strategies.	TBC
Settlement Hierarchy	<p>Revisit the methodology of the draft settlement hierarchy prepared as part of the People and Place project in 2022 to consider any new best practice in establishing the key relationships between places.</p> <p>Update the hierarchy</p>	TBC
Gypsy and Traveller Accommodation Assessment	To be prepared by consultants, with an anticipated appointment date by end of August 2024.	Elizabeth Dee

## Accountability and Responsibilities of the Board

6.6. To ensure the efficient and effective delivery of the Project, with suitable oversight, it will be subject to a formal project management and operational structure (Table 2).

Table 2: Project Roles and Responsibilities

Who	Roles & Responsibility
<p>The board is made up of the Sponsor, Business User &amp; Senior Supplier.</p>	<p><b>Project Board</b></p> <p>The Project Board is accountable for the success of the project and holds responsibility and authority for the project. Their role is to ensure the business benefits are delivered. They should be in a position of authority in the business to clear blockages and aid progress.</p>
<p>Steve Hearse, Chief Executive, Torrige District Council</p> <p>Ken Miles, Chief Executive, North Devon Council</p>	<p><b>Project Sponsors</b></p> <p>A single individual with ultimate responsibility for ensuring that the project meets its objectives and delivers the expected benefits. Ensures that the project maintains its business focus, has clear authority &amp; the work (incl. risks) is actively managed. The Sponsor Chairs the Board (who are accountable). Represents the Business User and is responsible for the business case.</p>
<p>Helen Smith, Planning Manager, Torrige District Council</p> <p>SarahJane Mackenzie-Shapland, Head of Place Property and Regeneration, North Devon Council</p>	<p><b>Senior Suppliers</b></p> <p>Provides knowledge and experience of the main discipline(s) involved in the production of the project's product(s) to the specified quality. The Senior Supplier represents the supplier interests within the project and provides supplier resources.</p>
<p>Tracey Blackmore, Service Manager (Development Management), North Devon Council</p> <p>Kristian Evely, Development Manager, Torrige District Council</p>	<p><b>Senior Business Users</b></p> <p>Accountable for ensuring that the user needs are specified correctly, and that the solution meets those needs. They represent those who will use the end product.</p>

Who	Roles & Responsibility
To be confirmed	<p><b>Project Manager</b></p> <p>The person given the authority and responsibility to manage the project on a day-to-day basis to deliver the required products within the constraints agreed with the Project Board and set out in the Project Initiation Document (PID). They report directly to the Sponsor.</p>
Planning Policy Technicians and other Planning Support staff as necessary and appropriate.	<p><b>Project Support</b></p> <p>An administrative role in the project management team. Project support can be in the form of advice and help with project management tools, guidance, administrative services.</p>
<p>Planning Policy Team, North Devon Council</p> <p>Planning Policy Team, North Devon Council</p>	<p><b>Core Project Team</b></p> <p>The group of individuals responsible for executing the tasks and producing deliverables outlined in the Project Plan as directed by the Project Manager.</p>
Range of specialists within and external to the Council to be deployed as necessary and appropriate.	<p><b>Extended Project Team</b></p> <p>A wider group of people, often with specialist skills, to be commissioned, directed and deployed as necessary in support of particular tasks or deliverables. These could include, for example, specialist consultants, Sustainability, Conservation and Housing Officers or Development Management colleagues.</p>

## 7. Project controls

7.1. Documents to be completed and managed by who:

- (1) R.I.C&LL<sup>1</sup> Log managed by Project Manager
- (2) Project Plan managed by Project Manager

7.2. Project reporting and frequency:

<sup>1</sup> Risks, Issues, Changes and Lessons Learnt Log

- (1) Highlight report written by Project Manager and presented to appropriate SMT / OMT by Senior Suppliers and reported to Joint Planning Policy Committee as scheduled.

7.3. Project Team meetings:

- (1) To nominally be held monthly and arranged by the Project Manager.

## 8. Assumptions, dependencies and constraints

### Assumptions

8.1. The following assumptions are made in establishing the project:

- (1) Full community & political engagement throughout the lifecycle of the project;
- (2) The timely publication of secondary legislation and national planning policy guidance;
- (3) Stability of central government policy during the lifecycle of the project.
- (4) Maintenance of existing resources both financial & human; and
- (5) Minimum housing numbers to be identified by the Local Housing Needs Assessment conducted using the Standard methodology unless demonstrable evidence indicates otherwise.

### Dependencies

8.2. This project is dependent on:

- (1) Continued joint collaborative working using the 'One Team' approach;
- (2) Cross boundary impacts;
- (3) Continued political support; and
- (4) The timely publication of regulations, national planning policy and guidance.

8.3. Other initiatives / projects are dependent on this project:

- (1) Climate Change / Carbon Reduction Plans;
- (2) Housing Crisis and associated programme(s);
- (3) Delivery of Future Economic Development; and
- (4) Investment strategies & decisions.

### Constraints

8.4. The project is subject to the following identified constraints:

- (1) The Levelling Up and Regeneration Act 2023 – the provisions of which may impact on the formal commencement of plan-making;
- (2) The Town & Country Planning (Local Planning) Regulations 2012 (as amended);
- (3) National Planning Policy Framework (NPPF);
- (4) National Planning Practice Guidance (NPPG);
- (5) Sustainability appraisals will inform the process at key stages;





- (6) Resources: time allocation and the availability of the project team members with the appropriate range of skills supplemented by specialist consultants and appropriate budget will be critical;
  - (7) Any restrictions as a result of Covid-19 and subsequent variants, may influence the methodology of community and stakeholder engagement; and
  - (8) Proposed planning reform potentially resulting in unknown changes to process and product.
- 8.5. The assumptions, dependencies and constraints will be reviewed and maintained throughout the lifetime of the project, being managed as risks and/ or issues through the Risks, Issues, Changes and Lessons Learnt Log.

## 9. Quality /acceptance criteria

Table 3: Quality and Acceptance Criteria for Deliverables

Description of Deliverables	Quality	Acceptance Criteria	Accepted by who?
Set up Member thematic Working Groups	Delivery of robust Terms of Reference and Operating Procedures	Endorsement through resolution of host committee	March 2024 Joint Planning Policy Committee
Statements of Common Ground	Use of PAS Template to ensure robust statement prepared		Senior Suppliers
New Local Development Scheme/ Local Plan Timetable	Realistic timetable for publication for our stakeholders (including the Planning Inspectorate).	That the timetable has been tested and is deemed to be deliverable	Senior Suppliers endorse and approved by the Joint Planning Policy Committee
Sustainability Appraisal Scoping Report / Framework	Applying best practice and engaging external expertise.	Conformity with relevant legislation	Senior Suppliers
Evidence Base	Ensuring 'proportionate' evidence is identified and collated, providing a clear narrative of how these 'hang together'.		Senior Suppliers with overview by the Joint Planning Policy Committee.
Engaging with Stakeholders using various approaches	Continual and appropriate engagement throughout the lifecycle of the Project.	Conformity with the Statement of Community Involvement and relevant legislation.	Senior Suppliers
Policy Updates	Clearly presented in a way that decision makers, applicants, infrastructure providers, local business and local residents can understand.	Review by the Communication Teams to ensure legibility, and Senior Business Users to ensure workability.	Senior Suppliers endorse and approved by the Joint Planning Policy Committee.

## 10. Project Programme / timescale

10.1. The Government has set out proposals for a new plan-making process and timeline (Figure 1). There is still a range of inherent uncertainty as to the likely process and associated timeframes. An initial tentative project programme, based upon the Government’s proposals for a formal 30-month preparation programme, is set out below (Table 4). This is based on the best information available at the time of writing and will likely need to be amended as further detailed information on requirements is provided by the Government.

Table 4: Initial Project Programme

Key Milestones	Completion date
Notifying stakeholders and invite them to participate in the plan-making process	June 2024
Gateway 1	November 2024
Issues and Options consultation	To be confirmed
Gateway 2	To be confirmed
Draft Local Plan consultation (6 weeks)	To be confirmed
Gateway 3	October 2026
Submission to the Planning Inspectorate	October 2026
Examination Hearings	October 2026 –March 2027
Adoption	April 2027

## 11. Training

11.1. Training requirements will be kept under review throughout the plan preparation period with relevant and appropriate training and Continuous Professional development provided as required, recognising the resource implications within the Project Plan and required expertise to meet a successful outcome.

## 12. Communication & Engagement

12.1. Plan preparation is subject to legislative requirements for community and stakeholder engagement. This is reflected in the Statement of Community Involvement (SCI) and will be carried out in accordance with a live Communications / Engagement Strategy, that identifies key stakeholders and adopts engagement approaches to meet their needs, evolving and adapting as we move through the plan-making process.

## 13. Recruitment

13.1. For a successful project, sufficient human resource will be required in terms of capacity, skills and experience. Continuous review of capacity will take place during the project lifecycle to ensure sufficient and appropriate human resource is available to be deployed to enable the effective and timely provision of deliverables. This will include the potential utilisation of consultants when specialist tasks or skills are required.

13.2. Existing staff resources of the Planning Policy Teams are currently subject to review.

## 14. Implementation



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- 14.1. There are no specific actions required to support the transition to the implementation phase of the programme. In place staff resources will shift their focus to the priority delivery of local plan work packages as part of their day-to-day work programmes. It will be necessary to optimise the wider activity of the planning policy teams and other contributors to ensure adequate resource may be appropriately directed toward the local plan work programme, whilst recognising that wider responsibilities and obligations will remain.
- 14.2. The timely fulfilment of vacant posts to ensure early additional capacity and resource should be prioritised. Prioritisation of early commissioning of consultancy support to deliver significant components of technical evidence, in accordance with project programme, will be necessary to facilitate the timely progression of the project.

## 15. Handover

- 15.1. The plan preparation process and wider Project will conclude with plan adoption; achieved through resolution at a meeting of Full Council for North Devon Council and Torrige District Council. Consideration to be given to a joint Full Council meeting to ensure continuity of decision making and parallel adoption.
- 15.2. Necessary to embark on timely programme of communication, engagement, education and support with Plan users to support smooth migration to the new plan. Recognising immediate implementation of plan upon adoption, it will be necessary for this programme to be commenced as part of the handover prior to Project completion and plan adoption. Successful implementation will require a strong and comprehensive programme of activity, led by Planning Policy Teams but with pro-active support from the Council's communication teams, Members, Senior Business Users, Project Sponsors and Board.
- 15.3. Targeted technical training and engagement will be necessary for a range of users and groups including a number of internal customers - development management officers, Members, senior management team/ operational management team, and a range of external customers – planning agents, developers, town and parish councils, statutory consultees/ stakeholders. A wider programme of bespoke and targeted publicity, engagement and communication will be appropriate and necessary for wider Council membership and staff, communities and other stakeholders to ensure understanding and 'buy-in' to the plan, its ambitions and provisions.

## 16. Post implementation activity

- 16.1. A range of post-implementation activity will be necessary following the successful adoption of the local plan. As a continuation of the handover activity, an on-going programme of communication, engagement, education and support will be necessary – ensuring that the plan's ambitions, objectives and specific provisions are appropriately understood and applied.
- 16.2. As time progresses, this activity would be anticipated to migrate from a wider programme of broad notification and education to more focussed and detailed engagement with particular users or groups. The on-going need for marketing and publicity of the plan, utilising social media and other channels, will be in order to ensure continued buy-in with communities and other stakeholders.



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- 16.3. As part of ensuring reflective practice, a review of the plan making process and the wider project will be undertaken, to ensure that lessons (both positive and negative) are learnt and adopted for future work. A programme of plan monitoring, review and reflection commence – tied to the Monitoring Framework and principally delivered through activities associated to the preparation and publication of annual Authority Monitoring Reports (AMRs) – or successor requirements; reviewing the performance of the plan to ensure intended outcomes and determine the need for further support, review or amendment.
- 16.4. Following a period of reflection, consideration will be given to the need for any supporting guidance; to be delivered through t informal routes such as Frequently Asked Questions (FAQs) or practice notes. Consideration will also be given to the need for any supplementary documents.
- 16.5. In accordance with current legislation, the adopted plan will be subject to review within a period of five years from adoption to ascertain whether it remains up-to-date or whether an update will be necessary. Emerging proposals would however suggest that work to prepare a revised plan would need to commence within five years from the date of adoption.