

OUTLINE PROJECT PLAN FOR THE FALMOUTH NEIGHBOURHOOD PLAN/A4D PROCESS

Phases	Stages	Actions	Timetable (Note Months are inclusive)
Laying the foundations	Stage 1: Starting up	<ul style="list-style-type: none"> Getting started: Town Council Authority Defining the Neighbourhood Submission of letter & map to Cornwall Council Cornwall Council approve designation. 	November 2014 January 2015
	Stage 2: Ensuring community support for the neighbourhood planning process	<ul style="list-style-type: none"> Community Awareness Raising 	August 2014 to March 2015
	Stage 3: Organisation	<ul style="list-style-type: none"> Set up Neighbourhood Planning Steering Group Develop and keep under review Project Plan Assess and keep under review the budget requirement Secure funding Identify sources of support 	September 2014
From capacity to action	Stage 4: Develop communication and engagement strategy	<ul style="list-style-type: none"> Understand nature of area, demographics, key stakeholders, accessibility needs etc. 	January 2015
	Stage 5: Community engagement and scoping events	<ul style="list-style-type: none"> Initial scoping Key Stakeholder Identification and Engagement NP Community Engagement Activity A4D Community Engagement Activity 	January to March 2015 March to May 2015
	Stage 6: Information gathering	<ul style="list-style-type: none"> Building the Evidence Base A4D researched 	January to April 2015 January to April 2015
	Stage 7: Pulling community engagement results and evidence together, Working Groups engage community and stakeholders on site and policy options.	<ul style="list-style-type: none"> Define scope strategic vision and aims, outline content, thematic objectives and options; In-depth community and stakeholder involvement Prepare 'Strategic Narrative' A4D drafting process 	April to June 2015 April to June 2015
Producing the Draft Plan	Stage 8: Narrowing down the options and technical writing of draft plan.	<ul style="list-style-type: none"> A4D processed and approvals given (if necessary) Technical writing of NP 'Sign off' of NP by Town Council. 	June 2015 June 2015 July 2015
Refining and 'Making' the Plan	Stage 9: Testing and approving the Neighbourhood Plan	<ul style="list-style-type: none"> Pre-submission Consultation/ A4D Made and Notices Published Finalise Plan Submission of Plan for approval Examination 	August 2015 October 2015
	Stage 10: Making of the Plan	<ul style="list-style-type: none"> Referendum Formal 'Making' as part of the planning policy framework. A4D Confirmed 	March 2016 May 2016 June 2016

Into action...

Stage 11: Delivering and monitoring the plan

• **Delivery of plan provisions....**

Thereafter....

