

Tiverton Neighbourhood Plan

POLICY MONITORING AND RECORDING



TIVERTON TOWN COUNCIL MEMBERS' GUIDE AND MONITORING RECORD

The Tiverton Neighbourhood Plan (TNP), having been adopted by MDDC forms part of the Tiverton Development Plan (TDP), alongside the Mid Devon Local Plan (MDLP) and other relevant plans. Hence the TNP carries similar weight to the MDLP, and **therefore should be taken into account when considering planning applications.**

This guide is for members of Tiverton Town Council to use in assessing planning applications within the parish against the eighteen policies in the 2020-2033 TNP. It will also help in monitoring whether the policies in The Plan are being consistently applied in the consideration of planning applications and determining if and when the Plan needs updating (normally after five years).

The TNP was produced by a volunteer group working for the Town Council. It was subject to two formal rounds of consultation and has been subject to successful Examination and Referendum. All the policies and the rationale for them are in the full TNP document. This is available in the TNP web content archive on the Tiverton Town Council web site, in the Documents section, at:

<https://tivertontowncouncil.gov.uk/neighbourhood-plan-archived-files#documents>

The **monitoring template** takes the form of a series of questions, which highlight issues dealt with by the TNP policies referenced alongside. Not all policies will be relevant in every case. For many small applications the TNP will not be relevant at all. Therefore, judgement must be used in deciding which policies apply, if any.

It is suggested that this **template** be held in Excel and is for used in recording planning application outcomes, so that the Council's response to Mid Devon District Council (MDDC) can include comments on the relevant TNP policies. These records can also be used to report on the effectiveness of the policies and point up any changes that may need to be made to the TNP. The **template** can be used to indicate which policies apply to each planning application, with accompanying comments.

It is good practice to complete this template for each Planning Committee meeting, and then send it to the members before the meeting, along with other papers.

It is up to MDDC to judge if planning applications conform to the adopted Local Plan. The TNP takes account of the Local Plan Policies and has been accepted as being so by MDDC.

TNP POLICY CHECKLIST - note that page numbers refer to the full TNP document

| Looking at the planning application you are considering ... | Policies | Page |
|--|----------|------|
| Spatial Criteria: | | |
| Is it inside the settlement boundary? | T1 | 26 |
| Does it have a detrimental effect on a significant view? | T11 | 72 |
| Does it harm specific local green spaces? | T10 | 69 |
| Will it have an effect on green spaces generally, wildlife, woodland, biodiversity, and natural wet areas? | T9 | 63 |
| Would it affect any heritage buildings or features? | T8 | 52 |
| Design Criteria: | | |
| Is the design of good quality? | T5 | 44 |
| Will it enhance the character of the area? | T4 | 38 |
| Is energy efficiency designed in? | T6 | 46 |
| Does it provide for safe and sustainable travel both within and around the development? | T16 | 96 |
| Is there a proper plan to avoid flooding | T7 | 49 |
| Housing Needs Criteria: | | |
| Does it meet local needs with a good mix of sizes, types and tenures? | T2 | 32 |
| Will it provide lifetime affordable housing? | T3 | 32 |
| Community Facilities and Business Criteria: | | |
| Does it reduce or provide: - cultural or community facilities? | T14 | 91 |
| - allotments? | T15 | 92 |
| - leisure and recreational facilities? | T13 | 89 |
| - premises for small businesses? | T17 | 105 |
| Will it support local agriculture? | T12 | 79 |
| Will it encourage and support visitors to the parish? | T18 | 106 |

Note: A laminated copy of this checklist could be provided to members.

Policy Monitoring Data

The suggested method of capturing and recording the information about each planning application is an Excel spreadsheet with the following column headings:

- Planning Application Reference - hyperlink to the Planning Portal.
- Summary of Application.
- Relevant TNP Policies quoted in TTC response.
- Relevant MDDC policies quoted in response (if any).
- Outcome or Recommendation to MDDC.
- Commentary.