

Neighbourhood Planning

Guidance Note 3

Funding

July 2016



www.breckland.gov.uk



This guidance note provides information on how you can resource your Neighbourhood Plan including how Breckland Council can help with the process.

If you need this document in an alternative format, such as large print or a different language, contact Breckland Council on 01362 656870.



Setting a budget will be an important part of the project planning for your Neighbourhood Plan. These guidance notes will help you to find where there is financial support and help in reducing costs of the overall plan.

How much does a Neighbourhood Plan cost?

The cost of a Neighbourhood Plan for a town or parish council can vary significantly. How much evidence a group gathers, the extent of publicity and consultation, as well as the complexity and scale of the proposed plan will all affect its overall cost. The level of expertise available will determine whether specialist support is needed or whether such costs can be reduced.

Funding from Central Government

The Government announced there will be an allowance of £22.5 million designated to funding Neighbourhood Development Plans from 27 February 2015 until March 2018.

Town/parish councils who are preparing a Neighbourhood Development Plan or a Neighbourhood Development Order are eligible to apply for a grant of up to £9,000. Groups that are in 'priority areas' are able to apply for a further £6,000 and technical support packages.

How to apply for funding

Applications for grants are made through **Locality-**

http://mycommunity.org.uk/programme/neighbourhood-planning/?_a=funding where applications for grants must be between £1,000 and £9,000. Initially, an Expression of Interest must be completed. This will

identify what level of support the town/parish council is eligible for. An application form will then be sent via email which must be completed within 30 days. Locality recommends that care is taken when completing this form as it directly affects how much funding the group will be eligible for.

Extra funding may be available if the area:

- Contains a cluster of parishes
- Is experiencing high growth
- Is classed as deprived
- Has a population greater than 25,000
- Is developing a Neighbourhood Development Order
- Has a neighbourhood forum (rather than town or parish council)

What the grant can be spent on

The grant can be spent on costs associated with the Neighbourhood Plan (or Order). These may include, but are not limited to:

- Developing a website
- Training sessions for members of the steering group
- Help with putting together a project plan
- Undertaking a housing survey
- Contribution to undertaking a Strategic Environmental Assessment (SEA), if required
- Venue hire
- Publicity materials
- Printing

Funding cannot be applied for activity that has occurred prior to the grant being awarded.

Further guidance on what the funding can and cannot be spent on is supplied with the application.

When the grant has to be spent

Funds must be spent within six months of receiving them or before the end of the financial year, whichever is earliest. Any unspent grant must be returned at this point. A further application for funding can then be made providing the full £9,000 hasn't already been granted. The grant can be applied for up to four times.

Financial support from Breckland Council

Breckland Council has introduced an initiative to help fund the production of neighbourhood plans in the district. A fund has been established which is intended as a 'top-up' fund for those parish/town councils which have successfully applied to the national Neighbourhood Planning grant scheme operated by Locality, but that still need additional funding to meet their project costs.

Breckland Council will match fund for up to 50% of an award secured through the Government's Locality department, capped at £4,500 per plan. One of the additional pre-requisites from the Council to release funds is pre-notification by Parishes of their intention to bid to Locality. The fund is available to any parish/town Council in Breckland that is developing a Neighbourhood Plan.

Alternative sources of funding

Developers, landowners and local businesses may all be interested in

sponsoring Town or Parish Councils who are interested in Neighbourhood Planning.

Further financial support may be possible when sought through **Awards for All** - <https://www.biglotteryfund.org.uk/funding/Awards-For-All>, a small grants programme designed to help communities.

Non-financial support

If an area has been classed as a 'priority area' during the Expression of Interest phase, they will also be eligible for free technical support from a team of expert consultants from either AECOM or NPIERS. They will provide information and advice throughout the process.

Non- financial support from Breckland Council

Breckland Council will support every Town or Parish Council through the process, providing guidance support and advice to produce a plan. This could include:

- Making available data for the evidence base
- Highlighting local and national policies which will need to be considered
- Sharing information on key contacts and stakeholders
- Checking the plan prior to formal submission
- Participation in meetings or working groups
- Providing advice on who needs to be consulted
- Providing technical support, such as assistance in laying out and illustrating a plan
- Screening the emerging neighbourhood plan for SEA and HRA