

The People involved in developing the Neighbourhood Plan and how they are organised to do the work

A neighbourhood Plan can only be prepared by a “qualifying body” and it has to go through several steps

Step by Step Development of the Neighbourhood Plan					
⇒	⇒	⇒	⇒	⇒	□
Register the area to be covered by the Neighbourhood Plan with Sevenoaks Council.	Engage and consult with residents and local organisations on what to include in the Neighbourhood Plan	Write and then consult on a draft Neighbourhood Plan, including Sevenoaks Council and other statutory bodies like Heritage England	Have the Plan ‘examined’ by an independent planning expert to ensure it complies with legislation the Independent Examiner is appointed jointly with Swanley Town Council and Sevenoaks Council	Hold a referendum at which every resident (18 and over) gets a vote on whether they ‘Agree’ the plan.	The plan is ‘made’ and becomes part of the overall development plan for the Sevenoaks Council area and applied by Sevenoaks when it considers applications for planning permission.
COMPLETE	ONGOING - PART OF EVERY STEP UP TO INDEPENDENT EXAMINATION	STARTED	TO BE DONE	TO BE DONE	TO BE DONE

Swanley residents volunteered to join a Steering Group to lead on the development of the Neighbourhood Plan. They are supported by Steve Nash Chief Executive and Toni Roast Civic Manager of Swanley Town Council. The Steering Group and Working Groups are supported by an independent consultant and Chartered Town Planner Lorraine Hart to ensure that it meets statutory Neighbourhood Plan Regulations

The Steering Group set up working groups to invite all residents to join in to develop and advise them on producing the policies and proposals in the neighbourhood plan and spread the work among a larger group of people.

The Working Groups collect evidence about their topic, consider what local people feel about the issue and discuss what policies and proposals ought to go in to the plan before consulting on them more widely

STEERING GROUP FOR THE NEIGHBOURHOOD PLAN FOR SWANLEY

ROBERT BRICKELL (CHAIR)
PAUL DARRINGTON
(SWANLEY TOWN COUNCILLOR AND SEVENOAKS DISTRICT COUNCILLOR)
GLYNIS DARRINGTON
(SWANLEY TOWN COUNCILLOR)
ALAN DEAN
ROGER FORD
CHRISSY HUDSON (VICE CHAIR)
DR ELIZABETH LUNT
CHRIS PRESTEDGE
JOHN ROCHE
BOB WALLIS

WORKING GROUPS FOR THE NEIGHBOURHOOD PLAN

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<i>Conservation and Heritage</i>	Led by Lorraine Hart 4 members on mailing list plus Swanley Village Residents Association
<i>Health Leisure and Education</i>	Led by Robert Brickell (18 members on mailing list)
<i>Housing</i>	Led by John Roche (6 members on mailing list)
<i>Working and Employment</i>	Led by Alan Dean (9 members on mailing list)
<i>Transport</i>	Led by Chris Prestedge 19 members on mailing list

The Steering Group and Working Groups have terms of reference which set out the way they make decisions and advise the Steering Group. All work done by any Working Group has to be sent to and agreed by the Steering Group.