



Rowlands Castle Neighbourhood Plan

11 The Green, Rowlands Castle, Hampshire PO9 6BW
Tel: 02392 413044 and Email: projects@rowlandscastlepc.org.uk

Rowlands Castle Parish Council Meeting Monday 2nd March 2020

Report of Neighbourhood Plan Steering Group

Since the last Neighbourhood Plan Steering Group report to the Parish Council (PC) on 4 November 2019, the NPSG has continued to meet regularly. The draft Neighbourhood Plan (NP) has been updated to include introductory text as well as eleven draft policies, and maps of Rowland Castle Parish.

The next step in the development of the NP is to engage the services of a consultant to review the draft plan, and provide advice on various aspects of its development, including comment on current content, advice on any changes and additions needed, advice on the evidence base for the policies, further evidence needed, and the way ahead for taking the NP through the next stages of development. The latter will include scrutiny by an independent examiner before proceeding through the approvals process.

Recent activity has focused on selection of a consultant to assess the draft NP and make recommendations. A list of possible suitably-qualified consultants was drawn up based on consultants employed on other NPs, research, and recommendations from various sources. The NPSG then drew up a shortlist of three consultancies, who were contacted to confirm their interest in undertaking the work. Following advice from Clerk to the Parish Council, Lisa Walker, an Invitation To Tender (ITT) was sent out to the three consultancies (Troy Planning and Design, John Slater Planning Ltd, and Feria Urbanism) in accordance with the PC contracting guidelines. The ITT included the draft NP, a summary of progress achieved together with a scope of work, and invited responses to complete the work with associated costs and Terms and Conditions.

Responses were received from all three consultancies who were then invited to interview. Troy withdrew from consideration; interviews were then conducted by a small NPSG sub-group with John Slater (on 27.1.20) and Richard Eastham/Henrike Johannsen of Feria (on 28.1.20). **Following these interviews, the NPSG recommends, and seeks the PC's agreement to the employment by the PC of John Slater Planning Ltd to carry out the work for the NPSG, as described in the ITT.** The Fixed Price cost will be £1850 plus VAT, and can be met from funds currently allocated to the NPSG. The work is due to be completed and a report submitted by 3 April 2020. The NPSG foresees further need for a consultant's support and advice in completing the NP, and further NPSG funding is currently available to be used. A draft PC contractual letter of employment has been prepared for sending to the preferred consultancy as soon as possible, if the recommended appointment is approved by the Parish Council.

Ian Young
Chairman RCNPSG