

**ST JUST PENDEEN NEIGHBOURHOOD PLAN
PROJECT PLAN TIMELINE**

December 2018	Initial Have Your Say consultation results reported Stakeholder consultation completed (report January)
	UNDERSTANDING, EXPANDING, REFINING PHASE UNDER WAY*
2019	
January	Draft Strategic Objectives for NP SG approval January CEG prepares community engagement strategy SG approval February
End March	B/NHEG and Sustainability sub-group complete option statements for community questionnaire SG approval CEG designs methodology for community questionnaire SG approval
April/May	CEG prepares community questionnaire SG approval May
June	Community questionnaire
July/August	Analysis of questionnaire results
	DRAFTING PHASE BEGINS
September	Questionnaire results including site preferences reported to NP team and published. SG agrees workplan for next three months and sets up sub-groups if required SG (or Drafting Team) plans scope, content, format and design of NP Identification of themes for policies (against issues already covered in CC Local Plan) Work on policy drafting starts CC briefing on site allocation issues (30 September)
October	1 st draft main ('wrap around') text of plan completed Review of evidence completed CC workshop on policy drafting (tba)
November	Report on housing needs survey (2 November) Policy drafting completed Sustainability check on plan Informal review of draft policies with CC Preliminary SEA screening Completion of any further evidence gathering

	Finalisation of draft plan <i>SG approval of draft plan</i>
December/January	<i>Town Council approves draft NP</i>
December/January/February	Documentation for plan is finalised, including Basic Conditions Statement, consultation statement, equality and diversity assessment
2020	
January/February	Pre-submission public consultation on draft (6 weeks required) SG makes any amendments required following consultation
March	<i>Town Council signs off NP</i>
	RATIFICATION PHASE BEGINS
March	Plan submitted to Cornwall Council
April/May	Plan assessed by independent examiner (at least 8 weeks to be allowed)
June	CC/SG makes any modifications required by examiner and publicises these
June/July	Preparation for referendum by CC) (8 – 12 weeks may be required)
July or September	Referendum
September/October	Follow-up arrangements agreed depending on outcome of referendum

NOTE

If we decide to allocate sites, this will extend the timescale as follows (minimum times required are set out below):

November	Work on site allocation completed Consultation on site proposals with landowners and public
December	Formal SEA screening (three weeks)
January-June	SEA (advice to allow 3-6 months for SEA)
June/July	Pre-submission consultation on draft including consultation on SEA
July/ August	SG makes any further amendments required
September/October	Preparation for referendum by CC) (8 – 12 weeks may be required)
November	Referendum