

ROADMAP

Planned milestone activities and dates are subject to change as the project progresses.

1. Agree Review

Completed October 2019

Royal Wootton Bassett Town Council brought forward their plans to review their Neighbourhood Plan in July 2019 and set aside funds in the following year's budget 2020/21. On 10th October 2019 a Neighbourhood Plan Working Group was set up with a few selected Councillors and were tasked to start the process of reviewing the plan. Covid-19 delayed progress.

2. Appoint Consultants

Completed July 2020

On 24th June 2020, the Town Council appointed a town planning consultancy to assist in the review process. A kick-off meeting with the consultancy was held on 21st July 2020.

3. Form Team

Completed July 2020

A call out for local people to join the RWB Neighbourhood Plan Working Group was published in 2019 Winter Edition of Community Magazine, the Town Council website and Facebook. The first meeting was held on 29th July 2020. Ongoing recruitment continues.

4. Assessment of Existing Neighbourhood Plan Policies – 1st Stage

Completed January 2021

The consultants, DLP Planning are carrying out the following activities, with support from the group.

- I. Liaise and meet with Local Planning Authority to: -
 - ⇒ Review housing delivery & commitments
 - ⇒ Review decision notices
 - ⇒ Understand the emerging Local Plan Review
- II. Review existing policies against local and national policies.
- III. Existing list of Community Actions (and projects) reflecting infrastructure funding priorities to be updated.

Findings will be included in the **Neighbourhood Plan Review Scoping Report** to be presented to the group in January 2021.

5. Stakeholder Engagement and Reporting

Completed January 2021

Online and Paper questionnaire made available to the community to determine if existing policies remain appropriate, and that the vision and objectives continues to be valid and address the needs of the local residents and businesses. Further to understand what additional or amended policies (or policy themes) may be required. Results to be collated and summarised along with policy assessment by consultants to draft a **Policy Assessment and Consultation Report** with recommendations as to how these findings could be used to shape the Local Plan Review.

Public consultation took place from 12th October to 23rd November 2020.

Results will be reported to the group in the **Neighbourhood Plan Review Scoping Report** to be presented in January 2021.

6. Neighbourhood Plan Review Scoping Exercise

Completed March 2021

Consultants to recommend a proposed vision and strategic objectives for the Neighbourhood Plan Review and produce a scope of policy themes & individual policies that could be included in the revised Neighbourhood Plan. They will draft a **Neighbourhood Plan Review Scoping Report** and present to Neighbourhood Plan Working Group for discussion in an online workshop session.

7. Further Evidence and Plan Preparation – 2nd Stage

Completed June 2021

The consultants to provide further advice and guidance on additional evidence gathering that may be required, with costs and timescales for preparing revised policies and finalising the Neighbourhood Plan Review in preparation for formal pre-submission consultation.

8. Consultation on draft Vision & Objectives and further evidence gathering

Completed Consultation October 2021 – Evidence gathering completed August 2025

Undertake a short consultation exercise on the Draft Vision & Objectives to ensure they reflect the views of local residents and the wider community. Outcomes from the consultation to be fed into the draft plan. Part A of the Scoping Report identified some additional evidence required to inform the preparation of policies. Work to be carried out by Steering Group with consultants' guidance.

Agreed Ongoing Evidence gathering work on: -

1. Open Green Spaces
2. Non-Heritage Assets
3. Design Guides / Codes
4. Housing Needs Assessment

9. Call for sites and Site Assessment work to support Part B Neighbourhood Plan Review

Completed March 2025

The work will provide additional evidence to support the allocation of sites within the Neighbourhood Plan Review. Elements for work to be carried out by the Consultants and presented to working group to decide:

1. Desk-Based Site Identification Process
2. Call for Sites Exercise and Site Assessment Criteria
3. Site Assessments and Identification of Site Allocation Options
4. Consultation on Site Allocation Preferred Options
5. Finalising Draft Site Allocations

10. Preparing and Finalising 'Draft for Consultation' Neighbourhood Plan Policies and Policy Map

Completed August 2025

A "Draft for Consultation" version of the Neighbourhood Plan will be prepared along with a Policy Map for approval.

11. Statutory Public Consultation (Regulation 14) – Review of Consultation Responses

September 2025 to February 2026

A statutory public consultation of at least 6 weeks will take place prior to submission of the Neighbourhood Plan, in accordance with regulation 14, of the 2012 Regulations.

Following the closer of public consultation period, the collated responses will be reviewed to identify any recommended alterations to the Draft Neighbourhood Plan. This will be presented to the Town Council for any required alterations to the Pre-Submission Draft Neighbourhood Plan can be agreed and its response recorded and included in the Consultation Statement (Stage 12).

12. Preparing Basic Conditions, Consultation Statement and SEA Screening Request

March 2026

Whilst the public consultation is underway, in preparation for submission, the consultants will prepare the **Basic Conditions Statement** and prepare and issue a **Strategic Environmental Assessment (SEA) Screening Request** to Wiltshire Council as to whether one is required to support the Neighbourhood Plan.

Upon the closure of the public consultation period, the consultants will prepare a **Public Consultation Statement** demonstrating the legal requirements for consultation have been met.

13. Finalising 'Submission Version' Neighbourhood Plan

April/May 2026

Consultant will amend the Neighbourhood Plan in line with alteration agreed in Stage 11 to present a **final 'Submission Version' Neighbourhood Plan**. The Town Council will then formally submit the Neighbourhood Plan to Wiltshire Council for Examination.