

Stoke Hammond Neighbourhood Plan: Project Plan

28.7.21

Action	Who	Days	2021			2022														
			O	N	D	J	F	M	A	M	J	J	A	S	O	N	D			
1.01 Project Inception Meeting	SG/OH	0.5	0.5																	
1.02 Project Scoping: Community Survey	SG	-																		
1.03 Project Scoping: Steering Group session	SG/OH	1.0		1.0																
1.04 Project Scoping: session notes/action plan	OH	2.0		2.0																
1.05 Pre Sub: SG review session notes	SG	0.5		0.5																
1.06 Pre Sub: follow up actions	SG/OH	10.0			2.0	2.0	3.0	3.0												
1.07 Pre Sub: draft policies	OH	2.0						2.0												
1.08 Pre Sub: informal consultations	SG	-																		
1.09 Pre Sub: SG review	SG	-								X										
1.10 Pre Sub: document production	SG/OH	5.0									5.0									
1.11 Pre Sub: SG review	SG	-																		
1.12 Pre Sub: SHPC approval	SHPC	-																		
2.01 Reg 14: consultation period	-	-																		
2.02 Reg 14: review	SG/OH	2.0																		
2.03 Reg 14: SG review	SG/OH	0.5																		
2.04 Sub Plan: draft final document	SG/OH	1.0																		
2.05 Sub Plan: draft Basic Conditions Statement	OH	2.0																		
2.06 Sub Plan: draft Consultation Statement	SG/OH	0.5																		
2.07 Sub Plan: SG review	SG	-																		
2.08 Sub Plan: SHPC approval	SHPC	-																		
2.09 Sub Plan: Submission to Bucks Council	SHPC	-																		
SEA/HNA/Design Code: Contractor Management	OH	3.0			1.0			1.0												
		30.0	0.5	3.5	3.0	2.0	3.0	3.0	3.0	0.0	5.0	0.0	0.0	0.0	2.0	5.0	0.0			
Grant Period			2021/22						2022/23											

NOTES

to agree project management arrangements etc
to survey community opinions
to review context and to scope policy focus
for SG consideration and approval
to consider and approve final version of action plan
to review evidence + site assessment process
to draft policy ideas from 1.05 for 1.07
to engage with community and other stakeholders
to analyse comments made during 1.08
to convert 1.06 into NP docs for SG/SHPC approval
to review draft NP and recommend approval to SHPC
to approve draft NP for statutory consultation (2.01)

minimum six week period under Reg 14 requirements
to analyse comments made during 2.01
to review analysis and to agree main modifications
to convert Reg 14 NP into Sub NP as per 2.03
to prepare Statement for submission
to prepare Statement for submission with OH oversight
to review Sub NP and recommend approval to SHPC
to approve Sub NP for submission
to submit NP docs for examination

to oversee contractor procurement, inputs and outputs