

# **Droitwich Spa Town Council**

## **Neighbourhood Development Plan (NDP) Project – Report on Progress (2) September to December 2022.**

### **Agenda Item 9 of the Meeting of Full Council – 12<sup>th</sup> December 2022.**

Positive progress has been maintained since the Mandate to Proceed for the resurrected project at the Extra – ordinary meeting of Full Council on 18<sup>th</sup> July 2022. Since the last progress update at the Full Council meeting held on 26<sup>th</sup> September 2022, the following points have been taken forward.

1. Initial scoping meeting through Teams format with AECOM for the Technical Support aspect of Housing Needs Assessment on 18<sup>th</sup> October 2022. Three broad areas of focus were agreed & discussed comprising,
  - (a) Affordability and Affordable Housing Mix
  - (b) Overall Housing Mix
  - (c) Housing needs for older people and an ageing population.

Since the meeting Wychavon Planning have confirmed that AECOM have been in contact for local data and statistics to support the ongoing assessment work.

2. A second Neighbourhood Development Plan Steering Group meeting took place at St Richards House on 2<sup>nd</sup> November 2022. The agenda covered the following points,
  - (a) Drafted and suggested Terms of Reference for the Steering Group.
  - (b) An overview of the SWDPR and the Publication Consultation Phase (Regulation 19) including the arrangements for the hosted open public meeting forum – supported by Wychavon Planning and Worcestershire County Council on 21<sup>st</sup> November 2022.
  - (c) A recap and overview of the two progressing Technical Support work streams being taken forward with AECOM so far – these being – Design Codes and Housing Needs Assessment. Noted that work for the Site Assessments is anticipated to start in the New Year (Work package NP3).
  - (d) A full overview from the Consultant of the completed work package NP1 – Evidence Base.
  - (e) Part of work package NP2 for the Residents Questionnaire Survey is now starting to be prepared. An integral part of this is a Communications Strategy. A separate meeting has been arranged for the Consultant to take this forward with the Town Clerk on 30<sup>th</sup> November 2022.
  - (f) An overview of changes and enhancements needed for the Town Council website in order to enable the NDP project work to be integrated to start 2023.
  - (g) Arrangements for the next Steering Group are likely to be schedule and confirmed in January. It was noted that interest has been received from additional people looking to join and participate with the Steering Group.
3. Meeting with the Town Council Web Site Service Provider- 4<sup>th</sup> November 2022. This covered training induction for Katy and general archiving of historic DSTC content to enable data capacity to be increased for the website. An overall business specification is being outlined for a proposal to be designed and provided for informed consideration by Council in due course. This will cover various recommended changes to the operating platform and format of

the website. Specific considerations being included for the Neighbourhood Development Plan work and project include the means to incorporate a suitable survey link to support the forthcoming public consultation & questionnaire stages, separate tabs for documents and mapping content, an introductory narrative for the new NDP section and a live stream option (to be available- as required).

#### 4. Communications Strategy Meeting 30<sup>th</sup> November 2022