	Owner	Finished	#	7	14	21	28	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1	8	15	22	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30
																					2021																																				
				September				October				November					December				January				February					March				April				May					June				July					August				
School Holidays											~~26-30~~							18									~~15-19~~					2																	21								
NDP Steering Group Meetings																																																								
NDP Working Group Meetings							30th					3rd				1st					5th																																				
Council Econcomic Development Meetings								8th					12th				10th					14th				11th				11th				8th												7										
Finance Committee															26th								28th								25th																									
Full Council Meetings							1st									3rd								4th								1st																									
Stage 1 - to mid October 2020																																																								
Establish Project Team		✓																																																						
Produce Project Plan	NF																																																							
Research National & Local Policy	BB	✓																																																						
Draft Budget		✓																																																						
Apply for grant funding	PH																																																							
Communities Grant																																																								
DCLG Grant																																																								
Review Stakeholder List		✓																																																						
Review Communication Strategy	WP																																																							
Identify and commission professional support needed		✓																																																						
Full Review of Existing Document N/A	BB	✓																																																						
Draft settlement boundary proposal(s)	CT/WP																																																							
Stage 2: To mid November 2020																																																								
Informal Consultation on Settlement Boundary	WP																																																							
Preparation and circulation of consultation flyer (A4)	BB/CT																																																							
Preparation and circulation of letter to employers																																																								
Article for Ledbury Focus and Ledbury Reporter																																																								
Deadline for responses to consultation																																																								
Stage 3: Drafting the Revised Neighbourhood Plan																																																								
a) Analyse consultation and study outcomes/ Finalise options	BB/WP																																																							
b) LSCA																																																								
Writing Stage 1 LSCA to inform Settlement Boundary Revisions																																																								
c) Policies and Proposals																																																								
Writing and editing draft plan	BB/WP																																																							
d) LTC Decision Move to Reg14 consultation?	WP/LTC																																																							
e) Statutory Requirement HC full SEA HRA Assessment - 4 weeks	HC																																																							
Stage 4:Regulation 14 consultation on draft Neighbourhood Plan (Reg 14)																																																								
Preparation & Publicity for Consultation	BB/CT/HC/LTC																																																							
REG 14 Consultation on draft plan - 6 weeks	LTC/BB																																																							
Comments from HC Services	HC																																																							
Analysis & consideration of consultation responses	B /LTC/WP																																																							
Revision to plan following consultation	BB/ WP																																																							
LTC approve final submission document for publicaton (Reg 15)	LTC																																																							
Basic Condition Statement	WP/BB																																																							
Revised HRA and SEA and Policy Map	HC																																																							
Consulation Statement	WP/BB																																																							
Stage 6: Submission of Final Plan (Reg 16)																																																								
HC Consideration of NDP and Publication	HC																																																							
REG 16 Consultation - HC Planning	HC																																																							
LTC Responses to Consultation comments	TC/WP/HC																																																							
Collation of Representations for examiner (HC Planning)	HC																																																							
Approval to move to examination (HC Planning)																																																								
Stage 7: External Examination																																																								
Arrange Examination date	HC/LTC																																																							
Examination held and Report																																																								
Consideration of Examiner's report and issuing of 'decision' docume	HC/LTC																																																							
Stage 9: Referendum & Adoption																																																								
Referendum date arranged & information statment published																																																								
Referendum (28 days)																																																								
HC Cabinet report approval																																																								
NDP Made/Adoption - next available Cabinet meeting																																																								