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**Place Plan training for Abergavenny Town Council**

1. **Context**

This proposal document outlines how Planning Aid Wales (PAW) can deliver ‘Getting ready for Place Plans’ training for Abergavenny Town Council in October 2023.

The document outlines the services we will provide together with a suggested cost.

1. **Why choose Planning Aid Wales?**

Planning Aid Wales is a registered charity that advocates and supports community involvement in planning in Wales. Founded in 1978, we have almost 40 years’ experience of helping individuals and community groups to understand and engage with the planning system. Our core services include delivering planning training to a range of audiences, developing easy read planning guidance and a free planning helpline. We are the ‘go to’ organisation for community engagement in planning in Wales; we have built a huge repository of engagement methods, tools and techniques and regularly publish news on good engagement practice.

Relevant experience

Please find examples of our work here:

<https://planningaidwales.org.uk/about-us/our-work/>

*Place Plans:*

* 5 Place Plan Kickstarter Plans for Conwy County Council
* Place Plan preparation at Chepstow Town Council
* Newtown Town Council to support their new adopted Place Plan
* Commissioned by Bay of Colwyn to undertake community engagement and support the development of their Place Plan

*Engagement:*

* LDP Engagement, Bridgend County Borough Council
* rLDP Engagement Newport City Council
* Value of Engagement in Planning Report
* Carmarthenshire Green Infrastructure Engagement Project
* Pembrokeshire LDP Engagement
* Brecon Beacons National Park Engagement Project

*Training:*

* CTC Training across Wales
* Delivering 10 training events, across Wales, on planning policy on behalf of the Welsh Government.
* Elected Member Training Monmouthshire
* Place Plan Member Training Eyryi National Park
* Butterfly Conservation Engagement Project

We were also delighted to be commended at the RTPI Awards for Planning Excellence for In-House Planning Team of the Year 2020.

*Our approach*

Planning Aid Wales is an advocate of meaningful community engagement in planning. In particular we promote the use of Place Plans as an effective means of such engagement and in addition to providing training and guidance on Place Plans, we have also produced a specific website on the issue [www.placeplans.org.uk](http://www.placeplans.org.uk)

Through our work, we seek to raise the knowledge and capacity of communities to engage, but not just in the activity at hand - we seek to enable people to effectively participate in planning activities on an ongoing basis.

As an independent third-party organisation, we have found time and again that communities are willing to engage with us, even where Local Planning Authorities have encountered barriers to engagement in the past. As part of our process, we encourage active collaboration between local planning authority staff and community groups, thereby building better relationships for future engagement. We take no view on any local development; we only support individuals and communities to express their own views effectively.

We recognise that the planning system can be complex and the needs / wants of communities do not always align with other interests. We manage expectations by helping our beneficiaries understand that planning is a holistic system that seeks to address a wide variety of priorities, and clearly explain the scope and limitations of what the planning system (or particular activity) can achieve.

Planning Aid Wales is a ‘not for profit’ body; any income generated from our work is utilised to further support our aims of facilitating greater community engagement in planning across Wales.

1. **Outline of proposed training**

*Description, Aims and Outcomes*

Planning Aid Wales proposes to deliver a bespoke ‘Getting ready for Place Plans’ training course specifically for Abergavenny Council. The workshop will last for approximately 2 hours 30 minutes (including breaks). This can either be arranged online (via Teams) or can be face-to-face (subject to extra travel costs) at a time and date agreed with yourselves.

The course will be an introductory session, for new councillors who wish to know more about Place Plans. It will be fully interactive with opportunities for questions. Abergavenny Town Council will invite their own Councillors to ensure maximum attendance to ensure all participants engage in the process. PAW will make available for workshop attendees, hard copy versions of the bilingual (if required) workshop and presentation slides.

It is anticipated the project will achieve the following outcomes:

* Raise the knowledge and capacity of the community council to engage and understand the Place Plan concept – and to enable the community council to effectively participate in planning activities on an ongoing basis.
* Increased community awareness and understanding of the planning process and how to access more information.
* Increased understanding of the barriers, challenges and learning needs faced by all community groups in engagement in the planning process.

Suggested content of the training workshop is outlined below:

**Understanding Place Plans**

* Introduction to Planning Policy and its development
* Your Local Development Plan, key policies, and Supplementary Planning Guidance.
* Place Plans – key principles Place Plan case studies – what do Place Plans contain?

**Place Plan preparation**

* The importance of evidence
* Working with your local planning authority
* Place Plan types, appropriate evidence & evidence gathering.
* Community engagement – key techniques & case studies
* Planning & funding your project.

**Making the decision (interactive)Your community area (mapping exercise).**

* Land use vs other community priorities
* Prioritising your priorities & involving your communities.
* Which is best? LDP Policy, Design Statement, Place Plan or Community Plan
* Next steps with your local planning authority.

1. **Estimate of costs**

The project will be delivered by PAW staff and includes planning, preparation, and delivery of a 2.5-hour workshop online or face to face. The flat rate for a bespoke training course is £650.00 (without travel costs)

Planning Aid Wales does not charge VAT.

**Bespoke Training fees, which include:**

* Preparation of Workshop Presentation
* Delivery of the session (plus extra)
* Preparation of handouts before

Fee £650.00

***\*Please note if the training is to take place face to face – additional charges will be made for staff travel expenses / overnight accommodation and the booking of a venue.***

***(Abergavenny Town Council may wish to arrange the venue independently)***

**Total Fee £650.00**