

# Newington Neighbourhood Plan

## Memorandum of Understanding

### 1.0 Purpose of the Memorandum

The purpose of this Memorandum of Understanding is to establish an effective and productive working relationship between Hull City Council (the Local Planning Authority - LPA) and a Newington Neighbourhood Committee in order to clarify which areas of monitoring and delivery of the Newington Neighbourhood Plan will be undertaken by each party.

As the qualifying body for the NNP is a Neighbourhood forum, it will cease to exist once the plan is adopted. Therefore, a committee of organisations recognised as playing an important role in the community (whether formally represented or not) will be established and referred to as the 'Newington Neighbourhood Committee' which will include the following organisations with the aim of holding regular and meaningful liaison and engagement with representatives from Hull City Council.

The Newington Neighbourhood Committee shall include, but is not limited to, the following organisations:

- Lonsdale Community Centre
- Giroscope
- Carnegie Heritage Centre
- The Vulcan Learning Centre
- The Stadium Management Company

### 2.0 Working Relationships

The Newington Neighbourhood Committee and Hull City Council across all its departments seek an open and constructive relationship in relation to both strategic and neighbourhood planning issues. This is expected to lead to regular and informed contact on matters of relevance to neighbourhood planning.

The parties to this memorandum seek:

- An open and constructive working relationship;
- To respect each other's' views and, where these differ, after discussion ensure proper understanding of the reasons for such differences;
- To have a 'no surprises' policy, based on notifying each other well in advance, where possible, of significant announcements and developments in policy;
- To minimise duplication of activity wherever possible; and
- To inform other relevant stakeholders about our relationship so as to reduce uncertainty.

Hull City Council will facilitate contact between appropriate lead officers and a named person(s) within the Newington Neighbourhood Committee by providing up to date names of lead officers, introductions where possible and inform the Newington Neighbourhood Committee of any changes in lead names. The Newington Neighbourhood Committee on its part will inform lead officers from Hull City Council

of the contact details of individuals represented on the Committee and advise on any changes of key personnel represented on the Committee.

### **3.0 Annual Monitoring Meeting & Liaison Meetings**

Hull City Council and the Newington Neighbourhood Committee shall commit to attending an Annual Monitoring Meeting and a minimum of one other additional meeting per annum and a maximum of six (one every two months). Liaison Meetings shall be convened at such times as deemed necessary with regard to matters considered fundamental to the neighbourhood plans policies and its wider aims and aspirations. At the Annual Monitoring Meeting as well as looking at any specific planning applications, decisions, projects or actions, monitoring will also include whether the overall aim of the Newington Neighbourhood Plan is being achieved and consideration given to the needs for any revisions necessary to update the plan.

### **3.1 Proceedings at Meetings**

The host venues for all meetings and the production of minutes for these meetings shall be equally shared between Hull City Council and the Newington Neighbourhood Committee.

Attendance at meetings will be open to members of the Newington Neighbourhood Committee, named contact Officers from Hull City Council and any additional Officers they consider it is appropriate to invite. Invitation to attend will also be extended to the Newington Ward Councillors and any stakeholder organisations working in the Newington Neighbourhood Plan area.

The Chair (if any) of the Newington Neighbourhood Committee shall preside as chair at meetings, or if there is no such chair, or if he or she shall not be present, the members present shall choose one of their number to be the chair of the meeting. Minutes of the meeting shall be kept by a prior identified representative from either party on an alternate basis.

### **4.0 Ongoing Community Engagement and Involvement**

Additionally, both parties agree to undertake regular and meaningful liaison, engagement and formal consultation with key organisations, institutions, statutory interests and businesses based in or active in the neighbourhood. All such liaison shall be inclusive, open and inter-active with any public meetings and workshops open to all members of the community. The need for and determination of the occasion of such meetings will be agreed at the Annual Monitoring Meeting or at Liaison Meetings between Hull City Council and the Newington Neighbourhood Committee. Feedback and any outcomes that may occur as a result of such formal consultation will be made publicly available.

### **5.0 Development Management Process**

Development Management refers to the role of Hull City Council as the Local Planning Authority in dealing with planning applications and other consents. Planning applications received by Hull City Council, relating to sites in the neighbourhood plan area shall be regularly checked and HCC commits to encourage the promoters of strategic sites to have particular regard for and make every effort to reach agreement with the Newington Neighbourhood Committee with regard to matters central to the neighbourhood plan's policies, relating to the public realm, design and sustainability standards covering, but not limited to:

- Direct delivery of development, such as enterprise space, community facilities or residential accommodation.
- Public transport, Parking & Public access including cycle and pedestrian routes.
- Green infrastructure and landscaping.
- Street furniture, signage and public art.
- Delivering community and environmental projects such as new community facilities or improvement of public spaces.

## **6.0 'West Park Co-operation Zone'**

West Park and its environs including the space used for Walton Street markets and Hull Fair (indicated on the Policies map of the Newington Neighbourhood Plan as mixed-use area) together with the area defined as the 'Railway Triangle' has been identified in the Newington Neighbourhood Plan as the West Park Policy Area.

As such it is recognised that this area is subject to other regeneration or policy initiatives and is a strategic focus for recreational and leisure activities in the Western part of the City. For the purposes of this Memorandum of Understanding the area is further defined as a 'Co-operation Zone' in recognition of the potential for increased, and more efficient community use of existing facilities which could be achieved through a formal but creative and collaborative management structure for the area.

**6.1** The Newington Neighbourhood Plan therefore advocates the establishment of a joint liaison group convened by Hull City Council and the Newington Neighbourhood Committee with the inclusion of other relevant stakeholders and leisure groups involved in the West Park Co-operation Zone to collaboratively plan, organise and run public events within the zone and to develop the potential refurbishment of public facilities within the area as described within the Newington Neighbourhood Plan.

**6.2** As well as forming an item on the agenda of the Annual Monitoring Meeting and regular Liaison Meetings between Hull City Council and the Newington Neighbourhood Committee there shall be a minimum of at least one annual 'West Park Cooperation Zone' meeting and a commitment to attend further meetings as shall be considered necessary in order to plan specific events and initiatives.

## **7.0 Section 106 spend**

A list of community infrastructure improvements that are important to the Newington Neighbourhood Plan is included in General Policy GP15 Legacy Projects – Public Art and section 8.0 of the NDP Legacy Projects, which contains details of other projects either proposed or underway.

Use of any s106 funds managed by the Riverside Area Committee and proposed for future community infrastructure improvement in the NNP area will be provided to the Newington Neighbourhood Committee for consideration and feedback. Comments received will be included in reports to the Area Committee when considering the allocation of funds to specific projects.