

**NATIONAL PLANNING FORUM 16 MARCH 2009  
DRAFT BUSINESS PLAN 2009-12, WORK PROGRAMME AND BUDGET 2009-10**

**Preface**

*i. This draft Business Plan is proposed in the context of the Executive Board's key aim of influencing the policy agenda - not to lobby - and to focus on products and deliverables on which the National Planning Forum (NPF) can add unique value.*

*ii It will be important to ensure value for money and deliverability on the major products for 2009-10 including driving delivery, chasing and reporting on progress on the Culture Change Action Plan, and establishing a Mediation pilot before the appeal stage in cooperation with the Planning Inspectorate.*

*iii. In previous years resources have been boosted by generous support from member organisations in providing meeting rooms, catering, and other contributions to events, and we trust that will continue. However, NPF spending had been less than envisaged in 2008-9 so a more ambitious programme is possible in 2009-10 and this is reflected in the proposal in our Work Programme below for a major event in the next year.*

*iv. It is proposed to achieve a sharper focus via further refinement and regular review of this Business Plan by the Executive Board. The Board will also consider how best to increase the contributions made by member organisations alongside milestones for increasing membership and a continued drive to improve governance.*

**Business Plan 2009-12**

1. The 3 key priorities in the current NPF Business Plan continue to be relevant ie:

**1.1 monitoring progress on delivery of the Culture Change Manifesto and Culture Change Action Plan:** Executive Board members will lead this drive and ensure active participation by all member organisations in their sector. In particular we will do more to disseminate best practice. This will include showcasing examples at NPF meetings and including key pointers from successful schemes - particularly those that have resulted from effective cross-sectoral working - onto the NPF web-site, and linking to similar sections of other web-sites.

**1.2 ensuring that the NPF continues to add value:** the NPF will add value by providing

- (i) a high-level cross-sectoral sounding board;
- (ii) a means of informing/shaping "critical friend" advice for CLG on key planning issues from a cross-sectoral perspective akin to those provided by Local Strategic Partnerships (LSPs) at local level; and
- (iv) a channel for dissemination of best practice.

**1.3. making progress on a key policy issue:** the Board considered it important to focus its energy on a key issue at each meeting rather than routine business. Issues for 2008-09 were housing and the role of planning in local government. The key issue identified for 2009-10 is responding to recession and climate change.

**Progress on the Work Programme 2008-09**

2. Progress to date is highlighted in Annex 1. The Culture Change Manifesto and Action Plan have both been launched, the Action Plan securing commitments to action by 15 member organisations. Work on monitoring delivery has started and will continue through 2009-10. Arrangements are in hand re the proposed meetings between the Executive Board and key players to discuss local government and housing. Action on promoting examples of best practice (including via the Culture Change Action Plan) will continue in 2009-10. Meanwhile we are pursuing a pro-active approach to programming items at Forum meetings - including regular updates from CLG and Government Agencies. The Executive Board on 13 February agreed that others (including PAS, Planning Portal, RTPI) were in a better position than the NPF to spread best practice, so it was proposed to support constituent organisations in delivering Action 3, enabling us to focus on 3 key policy actions and 1 on governance during the remainder of this year.

### **Draft Work Programme 2009-10**

3. The aim will continue to focus on ensuring a better understanding of perspectives of different sectors to inform responses to consultation, and to help develop cross-sectoral solutions. This takes into account the recommendations of the Killian - Pretty review. A draft programme is at Annex 2 with 4 key elements:

- (1) maintaining momentum on culture change,*
- (2) identifying key issues and means of tackling them,*
- (3) strengthening the feedback loop between policy and practice, and*
- (4) promoting and spreading best practice.*

**ANNEX 1: PROGRESS ON CURRENT WORK PROGRAMME FOR 2008-09**

<b>I ACTIONS</b>	<b>STRATEGIC FOCUS</b>	<b>PRODUCTS 2008-09</b>	<b>LEAD</b>	<b>TIME LINE</b>
<b>1. Promote culture change</b> amongst planners and everyone involved in planning by signing up to the NPF Culture Change Manifesto and the Action Plan	Using the unique membership of the NPF to drive key behavioural changes in all sectors to ensure that planning and planners are positive, spatial, plan-led, and produce sustainable outcomes	Launch the Culture Change Manifesto; finalise and launch the Action Plan; EB members to lead dissemination and action in their sector, monitor progress 6 monthly, and review as necessary	Executive Board, Culture Change Working Group, Membership, and Secretary	<b>Manifesto + Research Report:</b> <b>by June [4/7] launch Action Plan.</b> <b>by Oct [5/2] signoff, launch/ disseminate</b> <b>Oct-Jan 09</b> implement and monitor
<b>2. Identify key issues affecting the planning system and means of tackling them</b>	Housing; and Local Government	Debates with Leaders/ CEOs of relevant organisations to identify/ pursue appropriate action	Executive Board and Secretary	<b>By Mar '09</b>
<b>3. Support delivery of high quality planning services across the country, ensuring that planning continues to contribute to sustainable development</b>	<i>Ensure spread of best practice from known examples (eg those with sound DPDs, recipients of RTPI or other planning awards)</i>	<i>Identify best practice in major project delivery and disseminate the results via the NPF and linked web-sites #</i>	<i>Executive Board, Delivery Working Group and Secretary</i>	<b>By Mar '09</b>
<b>4. Develop the capacity of the NPF</b> to make an authoritative and distinctive contribution to spatial planning in England	Ensure that NPF members are aware of the latest thinking in spatial planning and are able to input to its development and enhancement	Update members regularly at Forum meetings on policy developments and best practice from across the 5 sectors	Executive Board, Secretary, Communities and Local Government	<b>Milestone at June, Oct, Dec and Mar '09</b>
<b>5. Enhance the benefits of NPF membership,</b> maintain robust membership criteria, encourage contributions to NPF work, and strengthen governance arrangements	Ensure balanced representation and appropriate contributions from each sector, and improve governance	Demonstrate enhanced membership benefits; review membership by sector in the light of the NPF terms of reference	Executive Board and Secretary	<b>June membership by category on the NPF web-site</b> <b>Mar 09</b> evidence of increased engagement in NPF work, and of improved governance

**NOTES:**

Targets achieved to mid February **highlighted** [variants given in brackets]  
# NPF to deliver on this action by supporting its constituent organisations

**ANNEX 2: DRAFT WORK PROGRAMME 2009-10**

ACTIONS	STRATEGIC FOCUS	PRODUCTS 2009-10	LEAD	TIME LINE
<p><b>1. Promote culture change</b>, monitoring delivery of the Manifesto and Action Plan, and roll forward</p>	<p>Identifying and reinforcing positive change that helps produce sustainable outcomes</p>	<p>Monitoring report on Manifesto and Action Plan</p>	<p>Executive Board, Culture Change Working Group, Secretary</p>	<p>1<sup>st</sup> Monitoring report - by <b>Oct 09</b> Manifesto -review/roll forward by <b>Dec 09</b> Action Plan -monitor by <b>Oct 09 and Mar 10</b></p>
<p><b>2. Identify key issues affect the planning system and means of tackling them</b></p>	<p>(i) Responding to recession and climate change</p> <p>(ii) Mediation for planning issues arising before appeal stage</p>	<p>(i) Paper that identifies the issues, appropriate actions, responsibilities and timescales</p> <p>(ii) Establish Working Group, prepare initial scoping report and start pilot study</p>	<p>Executive Board and Secretary</p>	<p>(i) Actions identified by <b>Apr 09</b>, and completed by <b>Mar 10</b></p> <p>(ii) Initial report by <b>Oct 09</b>, pilot to start by <b>Mar 10</b></p>
<p><b>3. Strengthen the feedback loop between policy and practice</b></p>	<p>Use experience of practice to inform members and, through them, spread best practice and inform new policy development</p>	<p>(i) Establish a feedback process between policy and practice involving NPF members</p> <p>(ii) Work with CLG on agreed priority issues</p>	<p>Executive Board, Secretary and CLG</p>	<p><b>Milestones at June, Oct, Dec 09 and Mar 10</b></p> <p>(ii) timescale to be confirmed</p>
<p><b>4. Improve governance arrangements</b></p>	<p>Continue to ensure balanced representation and appropriate contributions from each sector, and improve governance</p>	<p>Increased and more active membership</p>	<p>Executive Board and Secretary</p>	<p><b>Milestones at Oct 09 and Mar 10</b></p>

**ANNEX 3: DRAFT BUDGET 2009-10**  
**NATIONAL PLANNING FORUM: DRAFT BUDGET 2009-10**

	2005-6	2006-7	2007-8	2008-9		2009-10
				Budget	Est. Actual	Draft Budget
<b>Reserve Fund (RF)</b>				40	40	40
<b>INCOME (£k)</b>						
C/F	3.9	29.9	53.3	29.8	29.3	54.9
ODPM/DCLG	25	25	25	26	26	26
LGA	2	2	2	2	2	2
RICS	1	1	1	1	1	1
CABE	1	2	-	1	1	1
HBF	1	1	1	1	-	-
PAS	5	5	5	5	5	5
PINS	5	5	5	5	5	5
RTPI	5	5*	5	5	5	5
BPF	5	5*	5	5	5	5
EA	5	5	10	~	~	5
TCPA	#	#	#	#	#	#
CPRE	*	-	-	-	-	-
RSPB	-	*	*	*	*	*
BIAC	-	-	0.5	-	0.5	0.5
Others^	1.2	-	-	-	-	-
<b>Total Income</b>	60.1	85.9	112.0	80.8	79.8	110.4
<b>EXPENDITURE (£k)</b>				2008-9		2009-10
				Budget	Est. Actual	Draft Budget
NPF web-site	1.4	0.7	1	2	1.0	2.0
NPF Secretary (contract)	(24)	(32.7)	(26.2)	(32)	28.4	(32.0)
NPF Secretary expenses	(	(	(	(		(
Administrative support	-	-	-	-	-	-
Publicity	1.4	-	-	5	-	-
Accountancy fees (TCPA)	2	2	3	3	3	3
NPF events	-	-	-	-	-	20
Research	0.5	-	-	-	-	5
Publications/printing	2	-	0.2	1	0.2	3
Working Groups						
Housing	-	-	-	-	-	5
Culture change	-	-	12	7	0.8	20
Delivery	-	-	-	25	-	-
Mediation	-	-	-	-	-	20
<b>Expenditure</b>	30.1	35.4	43	79.0	29.4	110.0
<b>Balance c/f</b>	26.1	50.5	69.3	1.8	54.9	0.4
<b>Total Expenditure</b>	60.1	85.9	112.0	80.8	84.3	110.4

**Notes:** + plus administrative and design support  
# plus administrative and finance support and advice  
\* plus input from Chair/Vice Chairs via the Executive Board  
~ contribution of £10k paid in 2007/8