



New ways of working

Digital tools to help you
progress neighbourhood
planning without meeting face
to face

Introduction

During the Covid 19 restrictions, many neighbourhood planning groups explored new ways of working to allow them to progress their plans without needing to meet face to face. This included using digital tools to hold meetings and carry out engagement activities.

This document includes some of the tools and platforms that might be useful if you are planning to deliver virtual or online activities.

Community engagement

Much consultation and engagement can be conducted online, including surveys and questionnaires. It is important, however, not to forget those people who do not have internet access – you could for example, still use phone or postal methods.

Digital Tools to help

Below are a few digital tools that you may find useful although it is by no means exhaustive.

Meetings and communicating

- [Zoom](#) – video conferencing that gives you the ability to see everyone in the meeting at the same time.
- [Microsoft Teams](#) – video conferencing and online messaging service.
- [WhatsApp](#) – mobile phone based text messaging, with a video call function for up to four phones.
- [Skype](#) – video conferencing for phones and computers.

Surveys and Questionnaires

- [Survey Monkey](#) – online survey tool with both free and paid features.
- [Google Forms](#) – online survey tool which is synced with other Google services.
- [Type Form](#) – similar to Survey Monkey.

Other tools

[Google documents](#) is free for all users with a Google account and you can work on documents (word/spreadsheets/photos) collaboratively whilst on different computers in different places.

Costs

Many of these tools can be used for free of charge, however some require subscription fees. Locality can fund subscriptions through grant.



Locality is the national membership network for community organisations that bring local people together to meet local needs. Locality supports local community organisations to be strong and successful, helping them to build a fairer society. Locality provides specialist advice, peer-learning, resources, and campaigns to create better operating conditions for our members.

Unlock the power in your community with us

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