

Local Development Scheme

2022-2024

Development Plans



milton keynes council



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Executive Summary

The Local Development Scheme (LDS) sets out a timetable for policy documents MK Council will be producing over the next four years. These documents will underpin planning and growth decisions the council will make in the years to come.

The document sets out at which point residents and other stakeholders can become involved in helping the council shape these policies. This LDS covers the period from 2022-2024, and replaces the previous LDS published in 2021.

The LDS does not cover detailed timescales for Neighbourhood Plans as these are led by individual town and parish councils. However, Neighbourhood Plans will later become part of the Development Plan and be used in the determination of relevant planning proposals.

Glossary

Development Plan	The framework of policies that, by law, planning decisions on planning applications must be taken in line with unless material considerations indicate otherwise.
Development Plan Document (DPD)	A statutory document or documents that contain the policy framework for planning decisions. This typically includes the Local Plan, Neighbourhood Plans, Waste Local Plan and Minerals Local Plan.
Duty to Cooperate	A legal test that requires cooperation between local planning authorities and other public bodies to maximise the effectiveness of policies relating to cross-boundary strategic matters in Local Plans. It is separate from, but related to, the Local Plan test of soundness.
Local Plan	The main planning policy document for the Borough. It contains strategic policies and detailed policies to guide the location and nature of housing, employment and retail development and other forms of development (excluding waste and minerals). It also includes policies and proposals for specific sites.
National Planning Policy Framework (NPPF)	Published by Government in March 2012 and updated in 2021. It contains national policy guiding the preparation of Local Plans and is a material consideration in planning decisions.
National Planning Policy Guidance (NPPG)	Published by Government in March 2012 and regularly updated since. It contains national guidance to aid interpretation and application of national policy contained in the NPPF. It sets out the process for preparing Local Plans and is a material consideration in planning decisions.
OxCam Arc	A notional geography covering Oxfordshire, Buckinghamshire, Northamptonshire, Milton Keynes, Central Bedfordshire, Bedford Borough and Cambridgeshire. It is an area identified by Government as one that can and should see higher levels of economic development and housing growth, coupled with investment in green east-west movement infrastructure (notably rail and road) and the natural environment, and high quality place making.
Plan:MK	The Local Plan for Milton Keynes, and a key part of the statutory Development Plan for Milton Keynes.
Spatial Framework for the Arc	A document expected to be produced by Government that will guide statutory Development Plans within the OxCam Arc on matters of growth and investment.
Standard Method for Housing Needs	A formula to identify the minimum number of homes expected to be planned for in each Local Planning Authority, in a way which addresses projected household growth and historic under-supply. It identifies a minimum annual housing need figure. It does not produce a housing requirement figure.
Supplementary Planning Documents (SPDs)	Documents that provide additional detail to supplement policies in Development Plan Documents such as the Local Plan.

1. Introduction

1.1 A Local Planning Authority (LPA) is required under The Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) to prepare and maintain a Local Development Scheme or LDS. This LDS is Milton Keynes Council's (MKC) work programme for preparing planning policy documents for the Borough and covers the period 2022-2024. It sets out:

- The current documents that make up the Development Plan for Milton Keynes Borough and other relevant planning guidance (sections 2 – 5); and
- The documents that will be produced during 2022-2024 to maintain an up-to-date development plan (sections 6 – 8).

1.2 Milton Keynes Council's previous LDS was published in 2021 and outlined the programme for preparing a new Local Plan to be submitted in 2024. This LDS provides an updated position and programme on the preparation and submission of new Local Plan to replace Plan:MK. It also sets out the timeframes of other planning policy documents to be prepared.

1.3 There are some risks that could impact upon the delivery of the work programme. These risks, together with appropriate mitigation measures, are set out in chapter 9. The risk assessment has been informed by previous work on preparing Plan:MK, and issues that have arisen since adoption of Plan:MK, as well as taking account of both good practice and potential areas for improvement.

2 . The Development Plan and Policies Map

2.1 The statutory Development Plan for Milton Keynes Borough comprises the documents set out below. These were all subject to community involvement, as well as independent testing (by the Planning Inspectorate or other independent examiners in the case of Neighbourhood Development Plans) and are the starting point for making decisions on planning applications.

- Plan:MK (adopted March 2019)¹
- Site Allocations Plan (adopted July 2018)²
- Minerals Local Plan (adopted July 2017)³
- Waste Local Plan (adopted February 2008)⁴
- Made (adopted) Neighbourhood Development Plans (see section 3 below)

2.2 The Policies Map illustrates geographically how and where the policies and proposals in the Development Plan apply across the Borough and forms part of the Development Plan. They can be downloaded from the Council's website⁵ and the interactive map is available to view on MyMK⁶. The Policies Map will be revised following the adoption or review of each of the documents listed above.

¹ <https://www.milton-keynes.gov.uk/planning-and-building/plan-mk>

² <https://www.milton-keynes.gov.uk/planning-and-building/planning-policy/site-allocations-plan-2018>

³ <https://www.milton-keynes.gov.uk/planning-and-building/planning-policy/minerals-policy>

⁴ <https://www.milton-keynes.gov.uk/planning-and-building/planning-policy/waste-development-plan-document>

⁵ <https://www.milton-keynes.gov.uk/planning-and-building/plan-mk>

⁶ <https://mapping.milton-keynes.gov.uk/mymiltonkeynes.aspx>

3. Neighbourhood Development Plans

3.1 Neighbourhood Development Plans (NDPs) were introduced by the Localism Act in 2011. They are community-led documents, prepared by Town and Parish Councils which set out the vision and planning policies for the use and development of land in particular neighbourhoods. They must be consistent with the National Planning Policy Framework⁷ (NPPF) and in general conformity with the strategic policies in the Local Plan. Once ‘made’ (adopted), a NDP forms part of the Development Plan. Current made (adopted) Neighbourhood Development Plans in Milton Keynes are:

Neighbourhood Development Plan	Made (Adoption)
Woburn Sands	July 2014
Central Milton Keynes (Business Neighbourhood Plan)	June 2015
Wolverton Town Centre	September 2015
Lakes Estate	October 2015
Great Linford North	March 2016
Great Linford South	March 2016
Walton	January 2017
Olney	July 2017
Sherington	October 2017
Stony Stratford	June 2018
Woughton	November 2018 ⁷
Campbell Park	November 2018
West Bletchley	March 2019
Ravenstone	June 2019
Hanslope	October 2019
Lavendon	March 2020
Newport Pagnell	June 2021
Stantonbury	June 2021
Castlethorpoe	September 2021
Astwood and Hardmead	January 2022

3.3 The LDS does not include timescales for the preparation of new NDPs as these are led by Town and Parish Councils on behalf of their local communities. Timescales for their production or

⁷ <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

review are set by the relevant Town or Parish Council. However, the Localism Act 2011 places a duty on Local Planning Authorities to support communities undertaking neighbourhood planning and we will continue to work closely with those bodies seeking to bring forward any NDPs. The Council's commitment is further evidenced by the publication of a document⁸ setting out the support available from the Council in relation to the preparation of NDPs.

⁸ [https://www.milton-keynes.gov.uk/assets/attach/46755/M17085%20Neighbourhood%20Planning%20-%20Support%20available%20from%20MK%20\(detailed%20version\).pdf](https://www.milton-keynes.gov.uk/assets/attach/46755/M17085%20Neighbourhood%20Planning%20-%20Support%20available%20from%20MK%20(detailed%20version).pdf)

4. Supplementary Planning Documents

4.1 Supplementary Planning Documents (SPDs) provide more detailed advice and guidance on the implementation and interpretation of planning policies set out in the Local Plan. Unlike local plans, SPDs are not required to be submitted for independent examination but are subject to public consultation and are a material consideration in the determination of planning applications.

4.2 At the present time, the Council has several adopted SPDs or Supplementary Planning Guidance (SPGs)⁹:

Supplementary Planning Guidance or Supplementary Planning Document	Adoption
Northern Expansion Area Development Framework SPG	May 2004
Oxley Park Development Brief SPG	May 2004
Drainage Strategy SPG	May 2004
Central Bletchley Regeneration Framework SPG	July 2004
Oakgrove Millennium Community Development Framework SPG	September 2004
Wolverton Regeneration Strategy SPG	September 2004
Wolverton West End Development Framework SPG	September 2004
Telecommunications Systems Policy SPG	May 2005
Stantonbury Park Development Brief SPD	January 2006
Forecourt Shops at Petrol Filling Stations SPG	March 2007
Milton Keynes Urban Development Area Tariff SPD	November 2007
Houses in Multiple Occupation SPD	April 2012
Residential Development Design Guide SPD	April 2012
Wind Turbine SPD	October 2013
Agora Development Brief SPD	September 2013
Strategic Land Allocation Development Framework	November 2013
Parking Standards SPD	January 2016
Affordable Housing SPD	January 2020
Milton Keynes East Development Framework SPD	March 2020
Planning Obligations SPD	February 2021
Health Impact Assessment SPD	March 2021
Biodiversity Accounting SPD	June 2021
Sustainable Construction SPD	November 2021
South East MK Development Framework SPD	January 2022

⁹ Supplementary Planning Guidance (SPG) was the term previously used for SPDs

4.4 All existing SPDs and SPGs will remain in force as material considerations in the determination of planning applications until individually revoked, withdrawn or replaced.

4.5 The Council intends to prepare the following SPDs over the next three years:

Parking Standards SPD – to set out revised standards and guidelines for the design and amount of vehicle parking in new developments. This SPD will replace the existing Parking Standards SPD (2016).

Urban Design Framework for Central Bletchley SPD – to inform potential developers of land use planning and transport opportunities and constraints within Central Bletchley. The guidance will highlight and introduce design principles which should be addressed in the submission of a planning application for proposed development.

Residential Development Design Guide SPD – A review of the existing SPD alongside the preparation of the new Local Plan in order for the SPD to reflect new policies.

Designing Dementia-friendly Neighbourhoods SPD – A new SPD that provides design guidance aimed at creating neighbourhoods that will help to maintain the well-being and independence of people living with dementia.

4.6 The Regulations¹⁰ set out the procedure to be followed by local planning authorities in relation to the preparation of SPDs.

- **Draft stage (Regulation 13)** – Preparation work and draft version of the SPD, including community and stakeholder engagement/public consultation for a period of at least four weeks. Responses received will then be used to inform the content of the final version of the SPD.
- **Adoption stage (Regulation 14)** – The SPD is formally adopted and then considered by the Council as a material consideration in the determination of relevant planning applications.

¹⁰ <http://www.legislation.gov.uk/uksi/2012/767/part/5/made>

5. Other Documents

5.1 Alongside this LDS, the Council also prepares:

Authority Monitoring Report (AMR) – Published annually¹¹ it reports on the effectiveness of the Development Plan, details activity relating to the duty to co-operate and reviews progress against the milestones set out in the LDS. Monitoring reports are a requirement of [Regulation 34](#)¹² of the Town and Country Planning (Local Planning) (England) Regulations 2012.

Statement of Community Involvement (SCI) – sets out how the Council will engage, involve and consult stakeholders and the community in the preparation of planning policy documents and in the determination of planning applications. The SCI is a requirement of the Planning and Compulsory Purchase Act 2004¹³. In line with the Town and Country Planning (Local Planning) (England) Regulations 2012 ([Regulation 10A](#))¹⁴ in April 2018, the SCI will be reviewed every five years. The Council's current SCI was adopted in July 2020¹⁵.

Brownfield Register – The Town and Country Planning (Brownfield Land Register) Regulations 2017¹⁶ require the LPA to prepare and maintain a statutory register of brownfield land (also known as previously developed land) which the Council has assessed as being suitable for residential development. The Register comprises a standard set of data, prescribed by the Government, to help provide certainty for developers and communities and encourages the development of suitable brownfield sites. It must be kept in two parts and is subject to annual review. The latest brownfield register is available on the Council's website¹⁷.

Self-Build Register – The Self-build and Custom Housebuilding Act 2015 (as amended) requires the LPA to keep a register of people and groups of people who are seeking to purchase serviced plots of land in the authority's area and to have regard to that register when carrying out their functions. The Housing and Planning Act 2016 requires the LPA to grant sufficient 'development permissions' to meet the demand for self-build in their area, as established by their register, on a rolling basis. The Council currently maintains its self-build register and entry to it can be achieved through completion of an online form¹⁸.

¹¹ <https://www.milton-keynes.gov.uk/planning-and-building/planning-policy/five-year-housing-land-supply-annual-monitoring-report>

¹² <http://www.legislation.gov.uk/uksi/2012/767/regulation/34/made>

¹³ https://www.legislation.gov.uk/ukpga/2004/5/pdfs/ukpga_20040005_en.pdf

¹⁴ <http://www.legislation.gov.uk/uksi/2017/1244/regulation/4/made>

¹⁵ <https://www.milton-keynes.gov.uk/planning-and-building/planning-policy/statement-of-community-involvement-sci>

¹⁶ <http://www.legislation.gov.uk/uksi/2017/403/contents/made>

¹⁷ <https://www.milton-keynes.gov.uk/planning-and-building/brownfield-register-of-land>

¹⁸ <https://www.milton-keynes.gov.uk/planning-and-building/planning-policy/self-build-register>

6. Local Plan Review

6.1 Plan:MK Policy DSO requires MKC to prepare and submit a new Local Plan, containing strategic policies for the long-term growth of Milton Keynes, no later than December 2022. This reflected the Inspector's conclusion that it was necessary for MKC to undertake a review of Plan:MK in light of the emerging plans for transformational growth along the Cambridge-Milton Keynes-Oxford and strategic growth ambitions for the Borough.

6.2 The long-term ambitions for growth in Milton Keynes have been set out in the Strategy for 2050 which was adopted by MKC in January 2020. The Strategy for 2050 sets out a long-term approach to spatial development. It aims for a steady population increase to around 410,000 people in the borough by 2050, as the best means of achieving Seven Big Ambitions. It includes:

- A commitment to provide essential infrastructure and services, including a Mass Rapid Transit System;
- A commitment to keeping and strengthening those things that make Milton Keynes special – green spaces and trees, being able to move around easily using grid roads and redways, a vibrant economy and diverse communities and a strong community spirit; and
- Proposals to help achieve the council's ambition to be carbon neutral by 2030 and to support the mental and physical health of the community.

6.3 The Strategy for 2050 is not a statutory planning document. Nonetheless, it clearly sets out MKC's objectives and aspirations for growth in Milton Keynes, building upon the growth strategy already set out within Plan:MK, which has been informed by a suite of evidence studies and extensive stakeholder engagement. As such, it provides a strong foundation for developing a new Local Plan for Milton Keynes.

6.4 Government support for growth along the OxCam Arc, including investment for housing and strategic infrastructure, will influence future plan-making along the Arc. The Government has designated the Arc as a key economic priority and committed to preparing a Spatial Framework to support strategic planning. This will likely include the need for joint working and ongoing co-operation will remain a high priority given that the [NIC report 'Partnering for Prosperity' 2017](https://www.nic.org.uk/wp-content/uploads/Partnering-for-Prosperty.pdf)¹⁹ and [Government response 2018](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/752040/Government_response_to_Partnering_for_Prosperty_a_new_deal_for_the_Cambridge-Milton_Keynes_Oxford_Arc.pdf)²⁰ both seek further collaborative working along the Arc. A consultation on developing a vision for the Arc took place in the summer 2021. However, no further announcements have been made whether subsequent stages in development the Spatial

¹⁹ <https://www.nic.org.uk/wp-content/uploads/Partnering-for-Prosperty.pdf>

²⁰

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/752040/Government_response_to_Partnering_for_Prosperty_a_new_deal_for_the_Cambridge-Milton_Keynes_Oxford_Arc.pdf

Framework for the Arc are on track for publishing a final version and national planning and transport policy post-Autumn 2022.

6.5 The requirement to submit a new Local Plan in 2022 was also intended to allow time for the review to take account of progress and decisions on:

- Routing of the proposed Oxford to Cambridge Expressway²¹;
- Delivery and infrastructure associated with East West Rail Stage 1 Phase 2²² and Stages 2 and 3²³;
- Delivery of HS2 and relationship with East West Rail and the West Coast Mainline services;
- New national policy (the 2019 NPPF at the time Plan:MK was examined); and
- The new housing figures derived from the Government's Standard Method.

6.6 Whilst the Expressway has since been cancelled and Stage 1 of the EWR project is underway, uncertainty still surrounds remaining rail projects and the Government's programme of planning reforms, including a new Standard Method for calculating housing need, are still uncertain following the Planning White Paper published in August 2020.

6.7 The broad rationale for reviewing Plan:MK and preparing a new Local Plan for Milton Keynes still exists in line with the Plan:MK Inspector's conclusions. However, the timing of the review was considered when updating the LDS in 2021 and it was agreed to push back submission of a new Local Plan to 2024. This reflected the uncertainty surrounding the above matters.

6.8 Whilst the Strategy for 2050 and a Spatial Framework for the Arc could form the basis of a cross-boundary, joint strategic plan on a wider geography, MKC does not propose to undertake any statutory joint plan making. This reflects the differing plan preparation timetables of adjoining authorities, the creation of the new unitary authority Buckinghamshire Council, and the formation of two unitary authorities covering the north and west of Northamptonshire. This change to the administrative geography of neighbouring authorities will have significant implications for future plans and joint working in these locations.

6.9 The [Plan:MK Inspector's report](#)²⁴ recognises that "it is not necessary that a review of Plan:MK must be a joint plan but it is sensible that this forms a reasonable option to be explored". The Council will continue to work proactively with neighbouring authorities in accordance with the duty to co-operate. This will include the potential to commission joint evidence or set up steering arrangements for evidence work that takes account of the wider functional geography of Milton Keynes.

²¹ <https://highwaysengland.co.uk/our-work/oxford-to-cambridge-expressway/>

²² <https://www.networkrail.co.uk/running-the-railway/railway-upgrade-plan/key-projects/east-west-rail/>

²³ <https://eastwestrail.co.uk/>

²⁴ <https://www.milton-keynes.gov.uk/assets/attach/59722/PlanMK%20Final%20Report.pdf>

6.10 MKC has progressed work associated with the review of Plan:MK since the 2021 LDS was published. In particular, MKC has:

- Completed work a new Gypsy and Traveller Accommodation Assessment;
- Is constructing a new Multi-Modal Transport Model;
- Is in the process of preparing a new Open Space Assessment and Landscape Character Assessment;
- Has launched a 'Call for Sites' exercise as part of a comprehensive Land Availability Assessment;
- Has commissioned work on a Mass Rapid Transport Strategic Outline Business Case; and
- Is close to commencing technical work on a new Housing and Economic Development Needs Assessment, MK Infrastructure Study and Strategy, Integrated Water Management Study, and Carbon and Climate Study.

6.11 The process for the preparation of local plans is set out in the Town and Country Planning (Local Planning) (England) Regulations 2012²⁵. The key stages are summarised below:

- **Preparation stage (Regulation 18)** - Scoping/preparation work and draft version of the plan including stakeholder engagement/public consultation.
- **Publication stage (Regulation 19)** - Opportunity for stakeholders to say whether they think the draft plan and its preparation is 'sound' and fit for purpose.
- **Submission stage (Regulation 20)** - Plan is formally submitted to the Secretary of State for examination by an independent planning inspector.
- **Examination stage (Regulation 24)** - Inspector chairs an examination in public to check that all legal requirements have been met and that the plan is consistent with the NPPF.
- **Adoption stage (Regulation 26)** - Following receipt of the Inspector's Final Report, if the plan is found 'sound', it will then be formally adopted and implemented by the Council.

6.12 A timetable for production of the new Local Plan to submission stage is set out in the table below. Dates for the examination stage, receipt of Inspector's report and adoption of the plan are not included as they fall outside the control of the Council and will be published, once known, in future iterations of the LDS.

²⁵ <http://www.legislation.gov.uk/ukxi/2012/767/part/6/made>

Table 2. Local Plan programme 2021-2024

	J	F	M	A	M	J	J	A	S	O	N	D
2022	Local Plan stages											
2023	Local Plan stages								R18 Draft Plan consultation			
2024	Local Plan stages								R19 Proposed Submission consultation			S

6.13 Accompanying the new Local Plan will be additional documents describing:

- The sustainability implications of the plan's proposals (**Sustainability Appraisal**²⁶ (SA) which incorporates **Strategic Environmental Assessment**²⁷ (SEA)). The SA embraces economic, environmental and social objectives, including equalities and health impacts, and is undertaken at key stages in the documents' preparation.
- A **Habitat Regulations Assessment** (HRA), assessing the implications of development for the Natura 2000 network of European sites (Special Areas of Conservation (SACs), Special Protection Areas (SPAs) and Ramsar sites) in and adjoining the Plan area. This will identify appropriate avoidance and mitigation strategies and will, where necessary, include Appropriate Assessment.

6.14 Consequential updates to the Policies Map will be made in light of the adoption of the Local Plan.

6.15 It should be noted that the Planning White Paper published in August 2020 contained proposals that would radically change the process of preparing a Local Plan. The Government has not made any further substantial announcements or published proposals on what reforms they will take ahead. As and when this occurs, MKC will need to consider whether a review and revision of the LDS is needed.

Waste Plan

6.16 Milton Keynes Council is the waste planning authority for the area. The Waste Plan (2008) sets out how the waste management requirements for the administrative boundary of Milton Keynes will be achieved. It covers the management of household (municipal), commercial and industrial, and construction and demolition waste and provides the basis for waste planning decisions made by the Council.

6.17 The Town and Country Planning (Local Planning) (England) Regulations 2012 ([Regulation 10A](#))²⁸ in April 2018 set out a requirement to review this document every five years.

6.18 The scope of the new Local Plan will now incorporate waste planning policies to act as the authorities' statutory Waste Development Plan Document. Once adopted, the new Local Plan would replace the current Waste Local Plan.

Minerals Local Plan

²⁶ <https://www.gov.uk/guidance/strategic-environmental-assessment-and-sustainability-appraisal>

²⁷ <https://www.gov.uk/government/publications/strategic-environmental-assessment-directive-guidance>

²⁸ <http://www.legislation.gov.uk/ukxi/2017/1244/regulation/4/made>

6.19 The Council adopted a new Minerals Local Plan on 1 July 2017. The Minerals Local Plan sets out the strategic vision and objectives for minerals related development; identifies the mineral resources of local and national importance as well as the amount of these to be provided from within Milton Keynes; identifies the development strategy and site-specific allocations to facilitate delivery of a steady and adequate supply of aggregates and maintenance of landbanks; and sets out the policies and proposals against which planning applications for minerals related development will be determined. The Minerals Local Plan was adopted less than five years ago and is considered to be up to date. Whilst no changes in circumstances have occurred since its adoption (in terms of national planning policy or local and other material circumstances) a review of the plan will nonetheless be undertaken later in 2022 to confirm and set this position out formally.

7. Evidence Base

7.1 A key feature of the Local Plan is that its policies are soundly based on up-to-date and robust evidence. Relevant elements of the Local Plan evidence base will need to be updated to inform the review. The table below identifies some examples of the reports and studies that will be required to provide a robust and credible evidence base for the Plan so that it can support the delivery of the Strategy for 2050 ambitions.

Document	Purpose and Scope
Mass Rapid Transit Strategic Outline Business Case	To identify a network of MRT routes and associated infrastructure requirements, and understand the feasibility, costs, phasing and delivery of an MRT system.
Land Availability Assessment (LAA)	To identify land for potential housing and employment sites, as well as other land uses such as community or energy use. It will assess whether housing and employment sites are deliverable or developable for housing, employment or other economic uses within the plan period.
Housing and Economic Development Needs Assessment	To assess the needs for new housing and employment growth. This includes: <ul style="list-style-type: none"> • Market and affordable housing needed within the Borough, • The housing needs of specific groups, such as older people, student accommodation, and self / custom build. • Forecasting the amount of employment land needed, which would provide for new office, industrial and warehousing floorspace requirements over the plan period.
Retail Capacity and Leisure Study	The study analyses retail and leisure catchment areas and capacity to assess shopping patterns and forecasts the amount of retail and commercial leisure floorspace required within the Borough over the plan period.
Viability Study	Addresses overall deliverability of the plan to determine whether the policy requirements can be viably delivered.
MK Infrastructure Study and Strategy, and Infrastructure Delivery Plan	Identifies the various forms of infrastructure that are required to meet growth that may come forward through the Local Plan and through to 2050.
Carbon and Climate Study	To inform planning policies and a growth strategy to support MK being carbon negative by 2050.
Open Space Assessment	To understand the quantity, quality and accessibility of open space provision within the Borough and ensure that public open space is provided for as part of new development and is protected appropriately.

Transport Modelling	To enable area-wide traffic and public transport modelling to take place, including the future traffic scenarios to be predicted and transport solution to be tested.
Residential Characterisation and Capacity Study	To describe the character of residential areas within Milton Keynes and use this evidence to help design future development.
Integrated Water Management Study	To assess flood risk from various sources, understand the demand for and supply of water resources, understand the demand for water treatment, and propose interventions for managing this alongside growth set out within the Local Plan.
Landscape Character Assessment	To review the landscape character of the Borough and provide evidence for countryside strategies and housing allocations.

8. Duty to Cooperate protocol

8.1 The Localism Act 2011 introduced a requirement for local authorities and certain specified public bodies to cooperate with one another (the ‘duty to cooperate’) in the preparation of local development plans. The duty requires local authorities and other public bodies to engage constructively, actively and on an ongoing basis in order to maximise the effectiveness of their development plans in so far as they relate to strategic matters. Strategic matters are defined in the Act as:

1. sustainable development that has or would have a significant impact on at least two local authority areas, and
2. sustainable development in a two-tier area where the development is a county matter or has or would have a significant impact on a county matter (i.e. typically waste and minerals proposals).

8.2 The protocol set out below will guide how MKC will consider and agree Duty to Cooperate matters internally.

Matter	Decision Making
Agreeing Statements of Common Ground with Duty to Cooperate bodies	To be agreed by Cabinet member via Delegated Decision or Cabinet Decision.
Agreeing formal MKC response to statutory consultations on Development Plan Documents that could give rise to significant cross-boundary impacts	To be agreed by Cabinet member via Delegated Decision or Cabinet Decision. Where the matter is a re-consultation, and the consultation or MKC’s response does not introduce any significant new matters that could impact on Milton Keynes, the response would be agreed by the Cabinet member in consultation with the Director for Planning and Placemaking.
Agreeing formal MKC response to statutory consultation on Local Development Plan documents (e.g. Supplementary Planning Documents) that could give rise to significant cross-boundary impacts	To be agreed by the Cabinet member in consultation with the Director for Planning and Placemaking.
Agreeing response to consultations by duty to cooperate bodies on technical matters (e.g. technical studies)	To be agreed by the Cabinet member in consultation with the Director for Planning and Placemaking.

9. Risk and Resources

9.1 The production of the new Local Plan and other planning policy documents will be undertaken primarily by the Development Plans Team and, where possible, utilising in-house staff resources. However, it will be necessary for specialist consultants to be appointed for some evidence gathering and specialised tasks, such as economic viability testing. The use of consultants can increase staffing capacity, but also has associated costs. In addition, other Council services, such as Development Management, Leisure, Transport Policy and the Urban Design and Landscape Architecture teams, may lead on the production of individual SPDs.

9.2 The process of preparing planning policy documents requires resources to undertake consultation (e.g. printing documents, the hire of premises for public consultation events and analysing responses) and for the formal examination process (e.g. employing a programme officer and paying a planning inspector's fees). The need for these resources will have to be taken into account in future budgets and work programmes.

9.3 Preparation of the Local Plan is currently overseen by the Leader of the Council. Detailed engagement with Councillors will also be undertaken as part of preparing the Local Plan through the Planning Cabinet Advisory Group (CAG).

9.4 The table below lists the main risks and mitigation measures that have been identified in relation to the programme. These risks are not prioritised or ranked in any order.

Risk	Impact	Actions and contingencies
Changes to national planning policy or guidance and the plan-making system more broadly.	Additional work to comply with new policies or guidance causes delay / slippage in the programme. Change in plan-making practices are required to reflect new legislative and policy requirements. Delay or inability to deliver other Council strategies or priorities.	Monitor emerging guidance, consultations and legislation and respond to changes early. Reassess priorities through review of LDS.
Volume of work greater than anticipated, both within the Planning service but also across other services inputting into the Local Plan.	Delay / slippage in the programme. Pressure to reduce the scope of Local Plan work to meet deadlines. Delay or inability to deliver other Council strategies or priorities.	Ensure effective corporate sponsorship and governance and project management support is in place as part of ongoing monitoring of programme and priorities.

Risk	Impact	Actions and contingencies
Evidence base work takes longer than expected.	Delay / slippage in the programme. Delay or inability to deliver other Council strategies or priorities. Evidence base challenged / undermined.	Staff training / Continued Professional Development. Purchase consultancy support on a short-term basis.
Dating of evidence base due to fluctuations in the economy.	Delay / slippage in the programme. Financial cost. Delay or inability to deliver other Council strategies or priorities. Evidence base challenged / undermined.	Monitor the situation and update information where appropriate.
Joint working arrangements with external authorities is not effective or causes delay.	Delay / slippage in the programme. Delay or inability to deliver other Council strategies or priorities.	Ensure close working with other authorities to detect issues early in the process. Ensure that timescales realistically reflect partner authorities' ability to contribute to joint working. Share plan development timetables with neighbouring authorities. Ensure commitment to key milestone dates from relevant parties in advance.
Government's emerging proposals for the scale and distribution of growth across the Cambridge – Oxford arc changes.	Additional work or slippage externally causes delay / slippage in the programme. Delay or inability to deliver other Council strategies or priorities.	Monitor emerging guidance, consultations etc. and respond to changes early.
Requisite expertise or capacity not available in-house. For example, limited budget available, staff turnover and/or reduction in staff resource, and/or failure to recruit and retain qualified, well-motivated staff, long term sick leave.	Work cannot be progressed causing delay / slippage in the programme. Financial cost. Delay or inability to deliver other Council strategies or priorities. Non-achievement of other team priorities. Quality of the work produced may suffer.	Staff training / CPD. Identify potential to prepare joint evidence with other LPAs. Purchase consultancy support on a short-term basis. Sharing expertise with other LPAs. Consideration with HR of recruitment and retention incentives. Ensure that any leavers are replaced promptly with a suitable replacement, and that proper handover occurs to

Risk	Impact	Actions and contingencies
		<p>reduce direct impact on work programme.</p> <p>Ensure robust project management and reassess team priorities through review of the LDS and wider work programme.</p>
Local Plan Review programme too ambitious.	<p>Delay.</p> <p>Key milestones not met.</p>	<p>Ensure LDS is realistic.</p> <p>Monitor progress against LDS.</p>
Change in political control or competing political priorities.	<p>Potential delay.</p> <p>Additional work.</p> <p>Increased risk of decisions being 'called in'.</p> <p>Impact on the duty to co-operate.</p> <p>Delay or inability to deliver other Council strategies or priorities.</p>	<p>The Planning CAG provides an opportunity for all political parties to engage on planning policy matters.</p>
Planning Inspectorate unable to meet the timescale for examination and / or reporting.	<p>Delay.</p> <p>Key milestones not met.</p>	<p>Liaison with the Planning Inspectorate and Programme Officer to ensure early warning of any problems.</p>
Submitted document fails test of soundness, and legal requirements including the duty to co-operate.	<p>Delay and increased pressures on staff resources and time.</p> <p>Additional work.</p>	<p>Maintain a good dialogue with stakeholders in line with the requirements of the SCI.</p> <p>Seek to establish robust joint working arrangements with neighbouring authorities.</p> <p>Keep an accurate log of all cross-boundary duty to co-operate meetings and notes.</p> <p>Commission an external / peer review to assess the soundness of the plan prior to submission.</p>
Legal challenge.	<p>Delay.</p> <p>Additional work.</p> <p>Financial cost.</p> <p>Could result in all or part of the plan being quashed.</p>	<p>Minimise risk by ensuring preparation of 'sound' documents.</p> <p>Work closely with Legal Services and external legal support as required.</p>

10. Monitoring and Review

10.1 The LDS will be monitored via internal board structures and reported on through the AMR. This will set out whether the Council is meeting, or is on target to meet, the timetables for preparing the planning policy documents set out in the LDS and, if not, what the reasons are. In particular, the following matters will be looked at:

- Progress against specific milestones;
- Reasons for any mismatch and proposed actions;
- Any new technical information that warrants changes or reviews;
- Any new legislation; and
- Any other unforeseen circumstances that may have arisen.

10.2 As a result of monitoring performance against these criteria, the Council will consider what changes, if any, need to be made. If changes are appropriate these will be brought forward through the review of the LDS.

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