

How Milton Keynes Council can help with your Neighbourhood Plan

The 2011 Localism Act introduces neighbourhood planning as a right for communities to shape their local area, and have more influence and control over their local area to ensure they get the right type of development for their neighbourhood.

Neighbourhood Plans are led and produced by an authorised local community organisation such as a parish or town council, or where one does not exist a Neighbourhood Forum may be designated.

A Neighbourhood Plan can:

- Identify a vision for the area and set objectives for the next 5 to 20 years
- Provide detailed planning policies setting out for example, where new development should be located and how it should be designed
- Allocate sites for different types of development such as housing, retail and office space and designate areas of community greenspace
- Identify key areas for improvement and set out proposals for them
- Neighbourhood Plans will be subject to consultation, examination and a referendum, and once adopted form a part of the statutory development plan for Milton Keynes.

An adopted Neighbourhood Plan carries significant weight in determining development proposals for the local area, as a result, there are a number of legal requirements that the plan must meet.

A Neighbourhood Plan must:

- Have appropriate regard to national planning policy
- Be in general conformity to the strategic policies in the Milton Keynes Development Plan
- Contribute to the achievement of sustainable development
- Be compatible with environmental obligations, as incorporated in UK law
- Be compatible with human rights requirements.

The Localism Act places a legal duty on local planning authorities to support and advise Parish Councils and Neighbourhood Forums that want to produce a neighbourhood plan. The following table outlines the advice and support that Milton Keynes Council will provide in terms of direct advice and support to Parishes in producing their neighbourhood plans.

Key steps	Details of each stage of the neighbourhood plan process	Milton Keynes Council will provide the following direct advice and support to Parishes
<p>1 Designating the Neighbourhood Area and Forum</p>	<p>Parished areas are automatically designated as a Neighbourhood Area however the Parish Council must register an interest with us to become a qualifying body to produce a Neighbourhood Plan.</p> <p>In a few cases where there is a Parish Meeting, rather than a Parish or Town Council, a Neighbourhood forum will have to be established by the local community to act as the qualifying body to prepare a neighbourhood plan.</p> <p>Milton Keynes Council will consult on a Neighbourhood Forum application for a statutory six week period and will then decide, upon receiving comments from the public, whether the Forum meets the required criteria and whether to designate the Neighbourhood Forum.</p> <p>Both the Neighbourhood Area and Neighbourhood Forum applications can be submitted and consulted upon at once.</p>	<p>Initial meeting with Parish Council, presentation and opportunity for questions, 2 hours.</p> <p>Provision of background materials, e.g. maps and plans; links to evidence base and population data, GIS Team time.</p> <p>Arranging consultation on the neighbourhood plan, 2 hours.</p>
<p>(From designation to Pre-submission stage can take up to 18 months)</p>		
<p>2 Preparing a Neighbourhood Plan</p>	<p>Once the neighbourhood plan steering group has been set up by the qualifying body, it will need to identify the aims and objectives for the plan, begin community engagement and start to pull together an evidence base. Once the evidence base is established, the steering group will start to draft policies and proposals for the plan.</p> <p>This process can take on average 18 months to three years as applications for funding, commissioned evidence and analysis can take time to come forward.</p> <p>While preparing a neighbourhood plan, it is important to engage with your community and keep everyone up to date on your progress throughout this period.</p>	<p>Meeting on what is proposed in the Pre-submission document; advice on community engagement; consulting the statutory bodies. Initial advice on any emerging policies, 1/2 day</p>
<p>3 Pre-submission consultation on the plan</p>	<p>Once a draft plan is produced it will need to be consulted on for a six week period, this is carried out by the Parish Council or Neighbourhood Forum and must be evidenced in the consultation report submitted to us. This consultation will allow you to make any necessary changes that come forward from comments made by the public in advance of submitting the plan for examination.</p>	<p>Meeting on representations made on Pre-submission document; advice on responding to them and preparing Consultation Statement, 2 hours.</p>
<p>(From Pre-submission stage to Submission stage can take up to a year)</p>		
<p>4 Submission of the plan to Milton Keynes Council</p>	<p>Once you have completed your neighbourhood plan and have carried out the statutory six week consultation, the plan will be submitted to us to publicise and consult on the plan for a further six weeks.</p>	<p>Publicise and consult on the plan, 2 hours.</p>

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<p>5 Independent examination of the plan</p>	<p>We will appoint an independent examiner to check the plan meets the basic conditions and standards. The examiner will take into account any formal representations submitted to us during the consultation period. It is not expected that a public hearing will take place during the examination unless the examiner feels it necessary to do so.</p> <p>The length of time taken during the examination will depend on the number of policies and the complexity of the plan. On average it takes around six weeks from appointing an examiner to receiving the Examiner's report.</p> <p>The examiner will recommend that the plan proceed to referendum, requires modifications (to be made by us) in advance of a referendum, or to not proceed to referendum.</p>	<p>If a public hearing is required, ½ day.</p> <p>Following receipt of the Examiner's report, check that the modified neighbourhood plan has included all of the Examiner's changes, 2 hours.</p>
<p>6 Referendum</p>	<p>We will organise the referendum of any plan deemed to meet the basic conditions. Any person living within the Neighbourhood Area that is registered to vote in local elections will be able to vote on the plan. If more than 50% of the people voting in the referendum support the plan then the plan will be made.</p>	<p>Arrange referendum.</p>
<p>7 Adoption or making of the plan (bringing it into legal force)</p>	<p>Once the plan passes referendum it will become a part of the statutory development plan or Local Plan for Milton Keynes and will be given substantial weight in considering planning applications in the area.</p>	<p>Arrange adoption.</p>

Further support and information:

My Community

<https://mycommunity.org.uk/>

Provide support to communities through the government for technical support (for Housing Needs Assessments, Master planning, etc.) or for grant funding (grants are available of up to £15,000 per community group).

Planning Aid

<http://www.rtpi.org.uk/planning-aid/neighbourhood-planning/>

Provide communities with technical and professional input into neighbourhood plans.

My Community Network Hub

<https://mycommunity.org.uk/near-me/champions/>

Web forum for communities engaging in Neighbourhood Planning to share their experiences and also network.

Locality

<http://locality.org.uk/projects/building-community/>

How to apply for grant funding and a roadmap guide to neighbourhood plans.

Planning Practice Guidance

<https://www.gov.uk/guidance/neighbourhood-planning--2>

The guidance explains the neighbourhood planning system.

Milton Keynes Neighbourhood Plans

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

The Neighbourhood Planning web page provides guidance, FAQ's and the latest news on Neighbourhood Plans in Milton Keynes.

Contact:

Please email us at NeighbourhoodPlanning@milton-keynes.gov.uk so we can discuss how we might assist you with your Neighbourhood Plan.

www.milton-keynes.gov.uk/planning



Milton Keynes Council

Development Plans

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