

LDP2 Work Programme: MIR Publication to PLDP

Topic	Task	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	Project Risk Log				
																		Risk	Risk Mitigation	Task Status (RAG analysis)	Comments (also see position statement)	
MIR Publication & Consultation	LDP Committee Approval																		NA	NA	Complete	NA
	MIR Launch (web, Twitter, CCs, notifications, SurveyMonkey)																		NA	NA	Complete	NA
	MIR Exhibitions																		NA	NA	Complete	NA
	LPP Presentations																		NA	NA	Complete	NA
	Business Breakfast																		Supporting sustainable economic growth and investment is core to LDP2. PLDP may not reflect business needs without engagement	Arrange business engagement	Commenced	Locality based meetings cancelled as a result of low interest. Some 1-2-1 engagement already taken place in place of workshops. Remainder of interested parties to be issued questionnaire.
	EDR Board Presentation																		NA	NA	Complete	NA
	Reporting MIR consultation to LDP Committee																		NA	NA	Complete	NA
Individual Stakeholder meetings																					This has been subsumed within 'Drafting LDP' programme.	
Development Plan Scheme	Publish DPS																	NA	NA	Complete	NA	
Drafting PLDP	Drafting LDP policies																	PLDP cannot be reported to LDP Committee without competent policies.	Ensure development of policies is critical to work programme	Commenced	Substantial portion of LDP2 policies drafted. Require formal structure and auditing against Council Plan, SPP, NPF. Draft policies currently being amended to include all key agency feedback received to date.	
	Consultation on draft policies (Key agencies)																	Key agency meetings and infrastructure providers meetings will be essential to forming PLDP. Without engagement, cannot understand deliverability of LDP or support for PLDP.	Continue to lead infrastructure group. Arrange key agency engagement	Commenced	Delivering Development Working Group continuing to meet. Key agency meetings to be arranged. Ongoing work to ensure infrastructure capacity of LDP confirmed.	
	Matrix assessment against SPP and monitoring report																	NA	NA	Complete	CMcN draft of PLDP includes track changes references all SPP requirements	
Site Selection	Site visits																	Cannot allocate sites without sites visits to inform suitability (or not) for allocation.	Commence programme of sites visits early in PLDP preparation.	Commenced	Programme of site visits has commenced. This includes all officers to ensure consistency of conclusion and training programme for team planning assistant, to increase team capacity. Tandem site visits with Housing Land Audit work to ensure cross referencing site selection with availability of supply.	
	Effectiveness and Deliverability check																	Focus on deliverability of sites is likely to be core to LDP2 housing strategy. Without strong checking of deliverability, LDP2 may not be successful.	Deliverability considerations should be core to site selection process and used to filter inappropriate sites. Only deliverable sites should focus on detailed site assessment.	Commenced	Assessment undertaken. Some sites have been identified as being suitable for providing additional information. Correspondence has been issued. Most feedback received however some outstanding. This will complete site assessment deliverability assessment	
	Infrastructure impact (Delivering Development Working Group) Key agency stakeholder engagement (with HFS)																	Focus on deliverability of sites is likely to be core to LDP2 housing strategy. Without strong checking of deliverability, LDP2 may not be successful.	Deliverability considerations should be core to site selection process and used to filter inappropriate sites. Only deliverable sites should focus on detailed site assessment through group and agencies.	Commenced	Delivering Development Working Group continuing to meet (monthly) with reporting to ELT and CPAG. Key agency meetings mostly complete.	
Member engagement	LDP Brief session on PLDP development.																	Member buy-in to process in integral to progress			December 11 Member brief	
Environmental Assessment	Underake policy review for SEA and HRA. Site selection reports should contain SEA assessments - though methodology should be reported in SEA																	SEA, HRA Required to accompany PLDP. Process will be challenging without sufficient environmental assessments.	Consider allocation of resources to complete assessments. Consideration as to whether consultancy support is required should be given. Seek costs for SEA consultant support.	Commenced	Brief issued to procurement. Tender to commence 1 November; end 19 January. TL undertaking HRA	
Equalities Impact Assessment	Undertake EqIA for PLDP																	EQIA Required to accompany PLDP. Process will be challenging without sufficient EQIA.	Prepare alongside policy preparation within team.	Commenced	EQIA Scoped. Detailed EQIA can only be carried out as and when policies are suitably drafted. Assessment should assist to shape policies.	
Proposed Plan Preparation and Reporting to LDP Committee	Report																	PLDP will be delayed without reporting to LDP Committee	Arrange March/April LDP Committee	To be commenced	This has been subsumed within 'Drafting LDP' programme.	
	Design format of PLDP and Structure																	Without early consideration of document production, delays can occur, or a substandard PLDP may be produced.	Design and agree structure and format early to guide policy and site selection, and ensure continuous shaping of LDP.	Commenced	Initial team discussions have taken place on document format. TG is preparing a template for discussion and agreement.	
	Graphic production support for covers and logo																	Little significant risk. However, cover and logo design work may assist with visual presentation of LDP, without incurring expense and time of external graphic production of LDP.	Seek advice from graphic design teams and estimate procurement costs.	To be commenced	Subject to budgets	