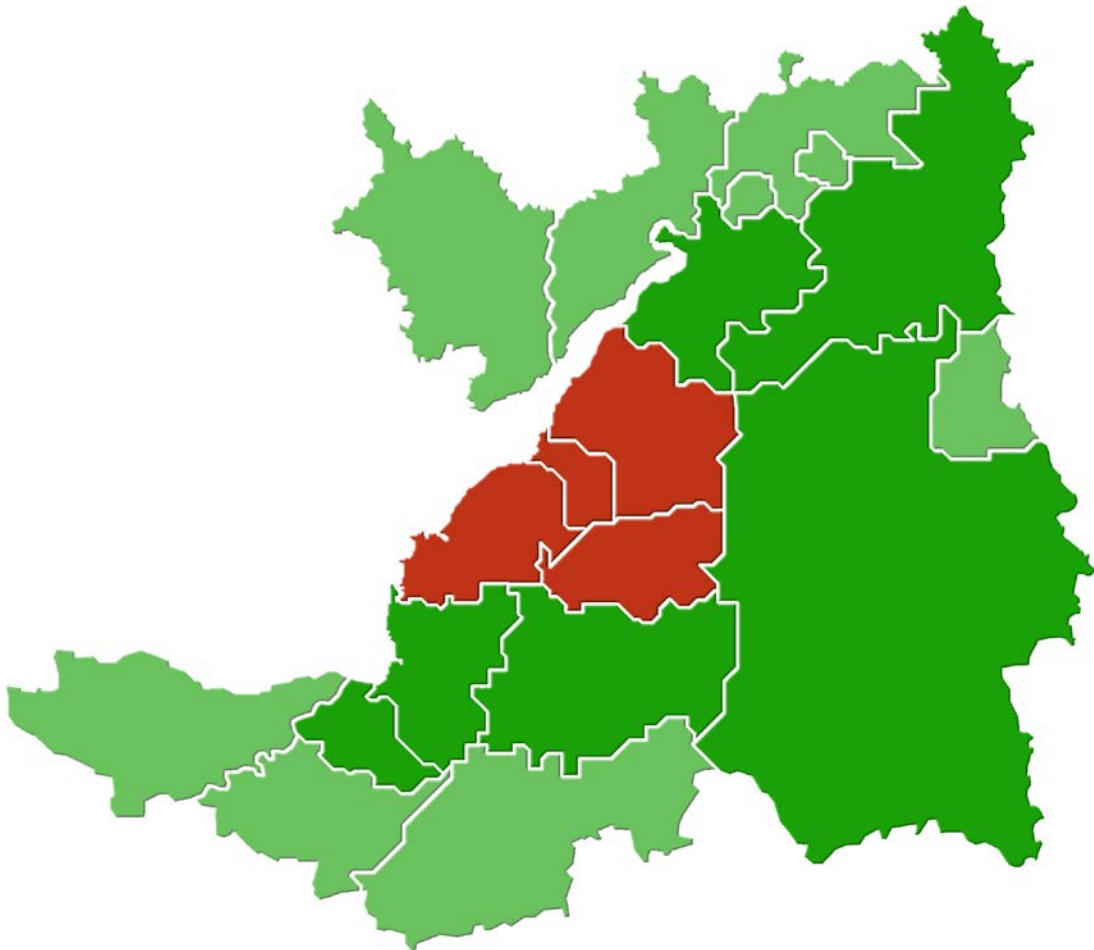




# West of England Duty to co-operate schedule



Planning strategically  
across local boundaries

**West of England**

Bath & North East  
Somerset Council



North  
Somerset  
Council

South Gloucestershire  
Council

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# 1) Purpose of the schedule

The purpose of this schedule is:

- to **identify the strategic planning issues** affecting more than one unitary authority area in the West of England;
- to **define the processes** for taking these issues forward; and
- to **document outcomes** delivered.

This will provide a framework to ensure effective co-operation throughout the plan-making process.

The schedule will ensure strategic issues are concisely and consistently recorded, regularly monitored and updated and reported through each authority's monitoring reports.

The schedule takes stock of work to date and is intended to be a living document recording how the West of England authorities have achieved compliance with the duty to co-operate as part of fulfilling their strategic planning responsibilities in preparing and keeping under review their local plan delivery programmes.



## 2) Duty to co-operate

Section 110 of the **Localism Act** sets out the duty to co-operate, and requires Authorities to “engage **constructively, actively** and on an **ongoing basis**”. It applies to all local planning authorities, national park authorities and county councils in England.

The National Planning Policy Framework (NPPF) sets out where co-operation might be appropriate to **deliver strategic priorities**; what joint working activities may be appropriate to ensure issues are reflected in local plans, and the expectation that local planning authorities should demonstrate evidence of having effectively co-operated.

The West of England authorities have been working in partnership for many years to reflect the challenges they are faced with on planning, housing, transport, environment, waste and other strategic issues.

Joint working and decision-making between the authorities was

strengthened in 2009 with the creation of the **Planning Homes and Communities Board** (PHCB) and the **Joint Transport Executive Committee** (JTEC).

In November 2012 both the PHCB and JTEC showed support for the authorities’ Strategic Framework which brings together the strategic priorities and vision in each of their core strategies into a single overarching narrative of the sustainable growth ambitions of the four authorities.

The authorities also have **Memoranda of Understanding** (MoUs) and relationships with several key agencies. These include the Defra family, the Highways Agency and the Homes and Communities Agency.

This schedule should therefore be read alongside the Strategic Framework and in the context with ongoing relationships with key agencies.

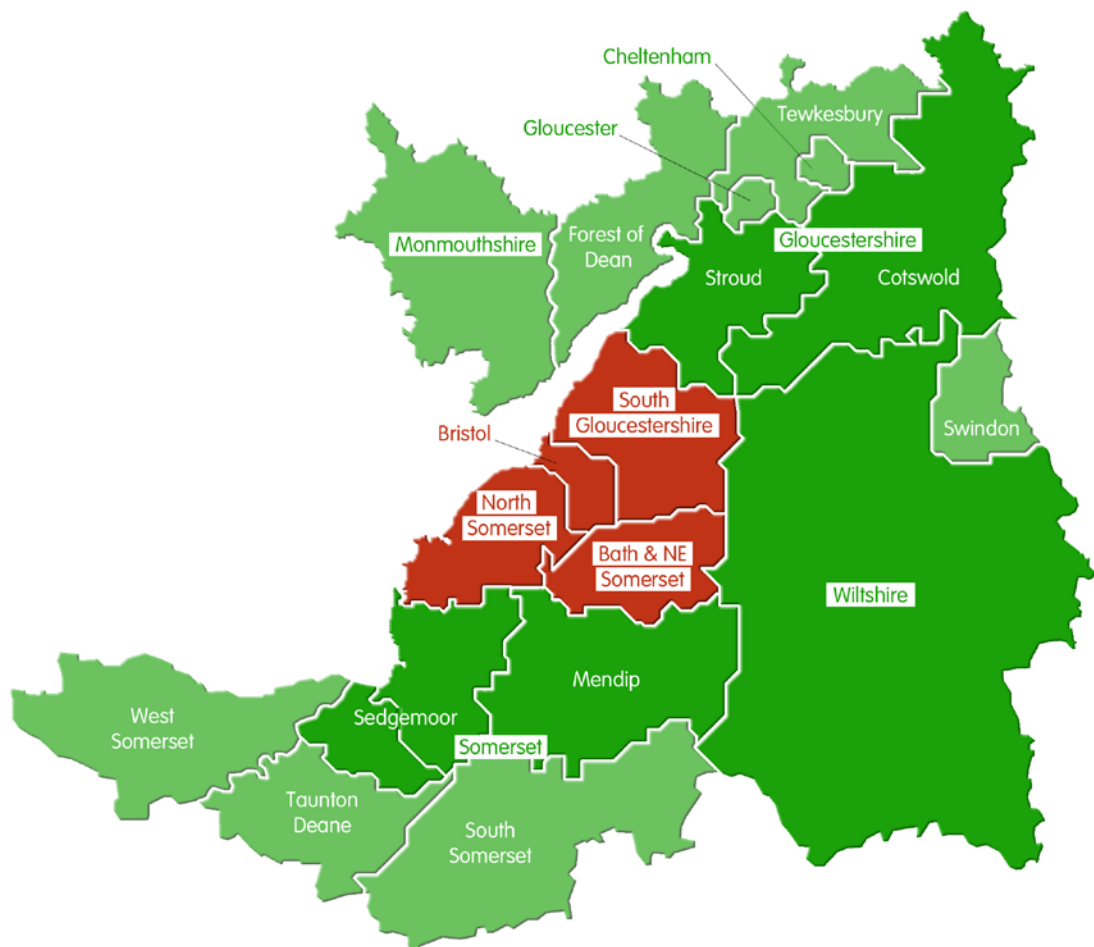


### 3) Co-operation with neighbouring authorities

The Duty to Co-operate will require the West of England authorities to undertake co-operation bi-laterally and jointly with neighbouring authorities. These issues will also be captured on the schedule.

#### Local authorities bordering the West of England

- **County councils** Gloucestershire, Somerset, Monmouthshire
- **Unitary authorities** Wiltshire
- **District councils** Stroud, Cotswold, Mendip, Sedgemoor, Forest of Dean



## 4) Co-operation with prescribed bodies

The following public bodies (or their subsequent successors) are the prescribed bodies in the Localism Act relevant to the West of England:

- Environment Agency
- English Heritage
- Natural England
- Civil Aviation Authority
- Homes and Communities Agency
- Primary Care Trusts (to be replaced by clinical commissioning groups & NHS Commissioning Board)
- Office of the Rail Regulator
- Highways Agency
- Highway Authorities
- Marine Management Organisation

The Localism Act also requires local planning authorities to have regard to **Local Enterprise Partnerships** and **Local Nature Partnerships**.

Theme	Issue & anticipated delivery outcome/benefit	LAs affected & other partners to have regard to	Actions to date/proposed	Action by	Timeframe
<b>1. Policy preparation &amp; implementation</b>					
Overall co-ordination of strategic growth and infrastructure provision to ensure delivery is consistent with Core Strategy objectives	Clarification of shared priorities, investment opportunities and Local Plan (core strategy) delivery to guide developers and infrastructure providers	B&NES, BCC, NSC, SGC, Parish Councils as appropriate  HCA, EA, LEP Infrastructure & Place Group	<p>1. Preparation of a Strategic Framework document - an over-arching framework that re-iterates the priorities as set out in the four core strategies</p> <p>2. Document endorsed by the West of England Planning Homes and Communities Board</p> <p>3. Following PH&amp;CB endorsement, the Framework to be reported to the LEP Infrastructure &amp; Place Group &amp; the Joint Transport Executive Committee</p> <p>4. Infrastructure requirements identified (as a living document) in the Strategic Framework to feed into discussion on City Deal and Revolving Infrastructure Fund Programme with the LEP</p> <p>5. Review of the Infrastructure requirements (living document) element of the framework on a six monthly basis, as per the PH&amp;CB forward plan</p> <p>6. Establishment of a Programme Board with the remit of <b>enabling delivery</b> of the West of England priorities as set out in the Strategic Framework</p>	WofE Office, B&NES, BCC, NSC, SGC	<p>1. Sept 2012 Completed</p> <p>2. Nov 2012-completed</p> <p>3. Dec 2012-completed</p> <p>4. Dec 2012 completed</p> <p>5. 6 monthly-Oct 2013</p> <p>6. April 2013. completed</p>

Theme	Issue & anticipated delivery outcome/benefit	LAs affected & other partners to have regard to	Actions to date/proposed	Action by	Timeframe
Co-ordination of other Local Plan documents	1. To ensure consistency  2. To identify issues of potential collaboration  3. To understand issues arising in cross boundary neighbourhood planning	B&NES, BCC, NSC, SGC, Parish Councils as appropriate	To keep under review	B&NES, BCC, NSC, SGC	Ongoing
Joint Local Transport Plan 3 (JLTP)	1. Implementation of JLTP 3  2. Joint working to identify future priorities	B&NES, BCC, NSC, SGC, Parish Councils as appropriate  LEP, HA, Network Rail, Rail & Bus operators	1. JLTP3 Progress Report 2012/13  2. JLTP refresh to JTEC	WoE Office, B&NES, BCC, NSC, SGC	1. Sept 2013  2. March 2013 completed
Joint Waste Core Strategy (JWCS)	Implementation of JWCS to ensure sufficient strategic waste facilities are provided to meet the sub-regions needs	B&NES, BCC, NSC, SGC, Parish Councils as appropriate Gloucestershire, Somerset, Wiltshire, Surrey, EA	1. Regular monitoring of the provision of waste facilities and capacity to inform whether policy is being implemented - to be reported in Authorities' Monitoring Reports (AMRs)		1. 31 <sup>st</sup> Dec each year 2011 - 2026
Climate change mitigation and adaptation	1. Co-ordinated approach	B&NES, BCC, NSC, SGC,	Co-ordination of policy guidance	B&NES, BCC, NSC, SGC	Ongoing



Theme	Issue & anticipated delivery outcome/benefit	LAs affected & other partners to have regard to	Actions to date/proposed	Action by	Timeframe
Natural Environment	1. Co-ordinated approach.	B&NES, BCC, NSC, SGC, Parish Councils as appropriate  EA, NE LNP & other statutory agencies under DtoC and Neighbouring authorities	1. Liaise on approach to eg Severn Estuary, Avon Gorge, bat habitat protection.  2. Local Nature Partnership Formed & Business Plan produced  3. Engagement in Ecological Networks	B&NES, BCC, NSC, SGC	1. Ongoing  2. April 2012-completed  3. Ongoing
Mendip AONB	Co-ordinated approach to protect landscape quality	B&NES, NSC. Somerset authorities, Parish Councils as appropriate	1. Co-ordination of policy guidance  2. Investigate joint Supplementary Planning Document preparation	B&NES, NSC.	1. Ongoing  2. July 2013 AONB meeting - agreed that authorities individually adopt the revised and jointly agreed AONB SPDs rather than preparation of a new joint document

Theme	Issue & anticipated delivery outcome/benefit	LAs affected & other partners to have regard to	Actions to date/proposed	Action by	Timeframe
Cotswolds AONB	Co-ordinated approach to protect landscape quality	B&NES, SGC. Gloucestershire authorities, Parish Councils as appropriate	1. Co-ordination of policy guidance  2. SGC – responded to Board’s LNP and Business Plan consultations December 2012, seeking to ensure a good alignment between the role of the Board to promote and conserve the AONB and South Glos with regard to exercising its statutory planning functions	B&NES, SGC.	1. Ongoing  2. Dec 2012 completed

## 2. Evidence Base Preparation and Monitoring

Sub-regional housing requirements	1. To ensure the evidence base on housing needs across the WoE is consistent, robust and NPPF compliant Preparation of SHMA review. Co-ordination of SHLAAs  2. To provide clarity and consistency of approach to assist delivery of suitable housing (and other sustainable development)	B&NES, BCC, NSC, SGC. (Also MDC, Wiltshire – as part of SHMA)  LEP, HCA, Registered Providers, Private Landlords, Development Industry	B&NES undertake interim SHMA review 1. Agree methodology and timescale for SHMA review through preparation and consultation on a pre-production brief  2. Agree methodology and timescale for SHMA review through preparation and consultation on a pre-production brief  3. Undertake/commission the Strategic Housing Market Assessment review  4. SHLAA co-ordination through Local	WofE Office, B&NES, BCC, NSC, SGC	1. 2013  2. SHMA pre-production brief March 2013 consultation March 2013-May 2013 completed  3. Undertake SHMA review 2014/15
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Theme	Issue & anticipated delivery outcome/benefit	LAs affected & other partners to have regard to	Actions to date/proposed	Action by	Timeframe
	3. B&NES undertake interim SHMA review to support existing Core Strategy process 2013		Authority liaison (through the established Joint Planning Data Group)  5. LEP Infrastructure & Place Group to commission the preparation of a Housing Delivery Protocol		4. SHLAA coordination 2012/13  5. Ongoing 2013
Gypsies, Travellers and Travelling Showpeople	Co-ordination of evidence, linking to the Strategic Housing Market Assessment.	B&NES, BCC, NSC, SGC  Neighbouring authorities	1. Updating of local accommodation assessments – BCC/SGC progressing joint work with objective to identify need and basis for development strategy for site identification in accordance with Local Plans  2. This work will be undertaken consistently to enable a West of England view and to ensure wider strategic fit with neighbouring authorities  3. Co-ordination in developing provision	BCC/SGC  B&NES, BCC, NSC, SGC Neighbouring authorities as appropriate	1. Scoping for joint study completed Jan 2013. Tender process commenced Feb 2013  2. To be reviewed – following outcome of 1 3. Ongoing
Scale, type and distribution of jobs	To ensure the evidence base on employment across the WoE is consistent, robust and NPPF compliant	B&NES, BCC, NSC, SGC. LEP	1. Co-ordinate employment monitoring, with a particular focus on policy areas as identified in the Core Strategies, and the Enterprise Zone and Enterprise Areas as identified by the LEP. Liaison over monitoring through the Joint Planning Data Group  2. Ensure that linkages between housing and employment are considered as part of evidence base preparation and SHMA review	WofE Office, B&NES, BCC, NSC, SGC  WofE Office	1. Ongoing  2. Ongoing

Theme	Issue & anticipated delivery outcome/benefit	LAs affected & other partners to have regard to	Actions to date/proposed	Action by	Timeframe
			3. Supplement monitoring with economic intelligence and analysis to be captured in the annual economic review and quarterly monitoring		3. Ongoing 2013
Reviewing performance of Core Strategy policies to deliver the strategic vision	To ensure that any Core Strategy review is undertaken jointly in a consistent manner and within the context of the joint evidence base preparation (as defined above)	<p>1. B&amp;NES, BCC, NSC, SGC, WofE Office</p> <p>2. Statutory bodies under DtoC and LEP, Parish Councils as appropriate</p> <p>3. B&amp;NES, BCC, NSC, SGC, Mendip, Wiltshire, Somerset</p>	<p>1. To co-ordinate the methodology and timetable for any review of Core Strategies</p> <p>2. To identify any strategic issues which emerge from any review and co-ordinate their investigation and delivery through joint working on evidence base and policy documents. (This may, subject to the conclusions of any review, require the assessment of potential strategic development opportunities and possibly Green Belt Review)</p> <p>3. B&amp;NES undertaking local Green Belt review in context of Core Strategy examination in consultation with neighbouring authorities.</p>	WofE Office, B&NES, BCC, NSC, SGC and neighbouring authorities as appropriate	<p>1. Informed by SHMA, Ongoing.</p> <p>2. Taken forward in accordance with timetables in core Strategies Ongoing</p> <p>3. Dec 2012 completed</p>
Aggregate minerals	To determine the appropriate level of aggregate extraction	<p>B&amp;NES, BCC, NSC, SGC, Somerset, Dorset, Oxfordshire, Wiltshire, Swindon.</p> <p>Parish Councils as appropriate</p>	<p>1. Preparation of an annual Local Aggregates Assessment</p> <p>2. Co-ordination of mineral aggregate supply in the wider WofE /Regional context</p>	B&NES, BCC, NSC, SGC	1. Annually
Joint monitoring and	To ensure that consistent, robust monitoring arrangements	B&NES, BCC, NSC, SGC.	To carry out monitoring on a consistent basis and to collate into joint summary outputs/feed into evidence base work as	WofE Office, B&NES, BCC, NSC, SGC	Ongoing.

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economic intelligence.	are in place across the West of England to support evidence base preparation		required eg West of England Local Economic Assessment, SHMA, SHLAAs		
Regeneration of Avonmouth/ Severnside	Requires significant infrastructure to realise its potential. Outline Development Strategy for the area and options to enable release of land for development are being explored	BCC, SGC, WoE, Parish Councils as appropriate  Environment Agency, Natural England	1. To identify a strategic flood risk solution that will reflect the expectation of growth in the area (including expected land use and type of end users), and the associated appropriate mitigation of flood risk. This will be undertaken as part of the DEFRA Climate Change adaptation programme and will involve engagement with land owners and stakeholders  2. To ensure ecological mitigation is considered alongside the flood risk mitigation strategy and that appropriate mitigation is identified and implemented  3. Funding opportunities for M49 junction pursued including, RGF bid (UA and private sector), Pinch Points Programme (HA) & City Deal. Further options to be explored.	BCC, SGC, WofE Office/LEP Environment Agency, Natural England	1. Interim findings to be reported Sept 2013  2. Ongoing  3. Ongoing
Major transport proposals	1. Development & delivery of major transport schemes with significant cross-border implications	1. B&NES, BCC, NSC, SGC  Statutory bodies under DtoC and LEP, Parish Councils as	1. Joint governance and delivery arrangements for: • Ashton Vale to Temple Meads Rapid Transit • North Fringe to Hengrove Package • South Bristol Link	WofE Office, B&NES, BCC, NSC, SGC	1. Ongoing  2. Local

Theme	Issue & anticipated delivery outcome/benefit	LAs affected & other partners to have regard to	Actions to date/proposed	Action by	Timeframe
	2. Creation of Local Transport Board to oversee Major Scheme Programme 2015/16-2018/19	appropriate  2. B&NES, BCC, NSC, SGC and LEP	<ul style="list-style-type: none"> <li>Local Sustainable Transport Fund</li> </ul> 2. Schemes delivered post 2015/16 through devolved funding arrangements		Transport Body (LTB) meeting March 2013 & thereafter quarterly
Rail	Co-ordination of investment	B&NES, BCC, NSC, SGC, Parish Councils as appropriate	Joint arrangements for development and delivery of Greater Bristol Metro	B&NES, BCC, NSC, SGC	Ongoing
Strategic cycleways	Co-ordination of routes and delivery	B&NES, BCC, NSC, SGC, Parish Councils as appropriate	Co-ordinated promotion and delivery of schemes which cross local authority boundaries	B&NES, BCC, NSC, SGC	Ongoing
Flood mitigation	Co-ordination of infrastructure	B&NES, BCC, NSC, SGC	1. Work to be carried out in accordance with the Flood Risk working group action plan  2. EA MoU Action Plan co-ordination of technical work to address issues	WofE Office, B&NES, BCC, NSC, SGC	1. Ongoing 2. 6 monthly update to DDET
Coastal change management	To respond to proposals	BCC, NSC, SGC. Sedgemoor	1. To keep under review  2. To respond to EA actions in accordance with SMP actions and discuss and co-ordinate strategic implications	BCC, NSC, SGC, Environment Agency	Ongoing
Food Systems	To protect and enhance the resilience of the food system	BCC, B&NES, NSC, S.Glos, LEP, LNP, Parish Councils as appropriate	1. Explore opportunities for food systems planning to enhance the resilience of regional food systems  2. Create a common approach to food systems planning  3. Embed food systems planning	BCC, B&NES, NSC, SGC, LEP, LNP and partner organisations within voluntary / community sector	Ongoing

Theme	Issue & anticipated delivery outcome/benefit	LAs affected & other partners to have regard to	Actions to date/proposed	Action by	Timeframe
			<p>approach into planning policy across the region</p> <p>4. Explore other approaches to building food system resilience.</p>		
Bids for funding opportunities	To secure funding for necessary infrastructure to help to deliver sustainable growth aspirations	B&NES, BCC, NSC, SGC, WofE Office	<p>1.To identify and disseminate information on funding opportunities as they arise and to co-ordinate bids i.e RGF</p> <p>2.Working with key agencies to leverage in investment.</p>	WofE Office-as appropriate	Ongoing Circulate as ad-hoc opportunities arise

### 3. Scheme specific

Hinkley Point C	Infrastructure, jobs and housing issues for construction workers associated with new nuclear power station	NSC. Somerset authorities, Parish Councils as appropriate	Responding to consultation process	NSC	Ongoing
Hinkley Point C Connection Project	Location/routing of proposed new pylons and undergrounding options	NSC, SGC. Somerset authorities, BCC, Parish Councils as appropriate	Responding to National Grid	NSC, SGC	Ongoing
Oldbury New Nuclear Build (Power	Infrastructure, jobs and housing, including transport issues and	SGC, EA, HA, Parish Councils as appropriate	The programme for Oldbury NNB is not clear at the present time, however we are hoping that Horizon will have further	SGC	Ongoing

Theme	Issue & anticipated delivery outcome/benefit	LAs affected & other partners to have regard to	Actions to date/proposed	Action by	Timeframe
Station)	other pressures, particularly associated with the construction period of the new nuclear power station		information available in late March 2013		
Severn Barrage	Implications of construction, traffic, infrastructure, competitiveness of the Bristol Port and environmental issues to be considered	NSC, Sedgemoor, BCC. Severn Estuary Partnership, Parish Councils as appropriate	To keep under review.  Awaiting outcome of the Select committee	NSC	Ongoing
Retail Development and Centres	To determine the future role of The Mall/Cribbs Causeway and the implications of retail expansion on town centres within neighbouring authorities	B&NES, BCC, NSC, SGC, other local authorities within the catchment area of the Mall, Parish Councils as appropriate	1. To engage with partners and key stakeholders on the strategic implications of floorspace growth at The Mall/Cribbs Causeway in the South Gloucestershire Local Plan  2. Depending upon the outcome of 1), engage with partners and key stakeholders on the longer term role for Cribbs Causeway in the retail hierarchy and impact on local centres	WofE Office, B&NES, BCC, NSC, SGC	1. 2013  2. South Glos Core Strategy review
Water supply	Proposed new reservoir at Cheddar	NSC, Sedgemoor, Parish Councils as appropriate	To keep under review any strategic planning implications resulting from the consultation process and the proposed planning application		Ongoing
Enterprise Zones and	1. Co-ordination of approach to	B&NES, BCC, NSC, SGC, Parish Councils	1. To keep strategic infrastructure requirements under review and to work	B&NES, BCC, NSC, SGC	Ongoing



Theme	Issue & anticipated delivery outcome/benefit	LAs affected & other partners to have regard to	Actions to date/proposed	Action by	Timeframe
Areas	infrastructure delivery and promotion	as appropriate	up schemes for delivery  2. Explore planning mechanisms for delivery jointly with economic colleagues		
Defra/ Environment Agency MoU	Effective co-ordination of strategic environmental issues, in particular flooding and the need for appropriate mitigation and maintenance of existing defences.	B&NES, BCC, NSC, SGC, Parish Councils as appropriate  EA, NE.	1.To review the EA Action plan to ensure it focuses on those statutory functions and identifies strategic issues where joint working is required  2. Report by EA project manager to provide an overview of the working groups delivering workstreams of MoU to the Directors of Development on a 6 monthly basis	WofE office	1. January 2013 completed  2. October 2013
Highways Agency MoU	Effective co-ordination and co-operation with the management of the local and strategic road network	B&NES, BCC, NSC, SGC, HA,	1. Implement annual Action Plans approved through JTEC  2. Report annually to JTEC	WofE Office, B&NES, BCC, NSC, SGC	1. Ongoing 2. Summer-Annually