

Date updated: 14/07/2026

Theme	Task	Budget for consultants	Estimated Total Cost	Forecast Spend 26/27	Forecast Spend 27/28	Forecast Spend 28/29	Forecast Spend 29/30	Notes
Local Plan management	Maldon District Council (MDC)	No	£0	£0	£0	£0	£0	Only staff costs as internal activity; assumed to be undertaken by existing team, using available capacity. Covers Local plan project management and coordination, quality review of all evidence base studies and contributions to technical inputs.
Plan initiation procedural requirements	Local Plan Timetable	No	£0	£0	£0	£0	£0	Will require review and updated following each Gateway check (or every six months if not progressing at pace)
	Gateway 1 Formal Project Initiation Document	No	£0	£0	£0	£0	£0	Will build on informal Project Initiation Document (PID) prepared for this commission.
Housing and employment evidence	Housing and Employment Land Availability Assessment (HELAA)	No	£0	£0	£0	£0	£0	Only staff costs as MDC produced study
	Local Housing Needs Assessment	Yes	£10,000	£10,000	£0	£0	£0	Partial update to ensure up to date at point of submission and to reflect any changes to the Standard Method
	Employment Land and Premises Study	Yes	£15,000	£15,000	£0	£0	£0	Recently completed - partial update to ensure current at point of submission.
	Gypsy, Traveller & Travelling Showpeople Accommodation Needs Assessment Update (GTAA)	Yes	£20,000	£20,000	£0	£0	£0	Partial update to reflect new PPTS definition
	Gypsy Traveller & Travelling Showpeople Pitch Delivery Assessment (PDA)	Yes	£20,000	£0	£20,000	£0	£0	Cost may vary depending on the number of sites that need to be assessed.
	Retail study	Yes	£35,000	£35,000	£0	£0	£0	New study
	Maldon District Economy Study	Yes	£15,000	£10,000	£5,000	£0	£0	Partial update to reflect recent economic data
	Economic Viability assessment	No	£0	£0	£0	£0	£0	Already in progress
Infrastructure evidence	Infrastructure Delivery Plan (Baseline & Schedule) (IDP)	Yes	£110,000	£55,000	£55,000	£0	£0	New study
	Transport and Highways baseline & modelling	No	£250,000	£100,000	£150,000	£0	£0	Modelling and initial interpretation of modelling only. High likelihood of additional transport work e.g. in relation to need for further county model runs, or in response to particular identified transport issues, or need for extensive engagement with National Highways. This would need to be covered by the contingency budget.
	Renewable energy study	Yes	£35,000	£15,000	£20,000	£0	£0	New study
	Climate Change Resilience and Adaptation	Yes	£35,000	£15,000	£20,000	£0	£0	Optional new study
	Indoor and Outdoor Sports Strategy	Yes	£5,000	£5,000	£0	£0	£0	Minor amends only - study already in progress
Built environment evidence	Rural Facilities Survey and Settlement Pattern	No	£0	£0	£0	£0	£0	Only staff costs as MDC produced study
	Character and Design	Yes	£100,000	£50,000	£50,000	£0	£0	New study
	Heritage Impact Assessment (site level & policies)	No	£0	£0	£0	£0	£0	Only staff costs, as MDC produced study
Environment	Landscape Sensitivity and Capacity Assessment (site level)	Yes	£60,000	£0	£60,000	£0	£0	Assumes up to 20 sites are assessed.
	Nature Conservation Study	Yes	£5,000	£5,000	£0	£0	£0	
	Ecological Assessment (site level)	Yes	£55,000	£0	£55,000	£0	£0	Assumes up to 20 sites are assessed.
	Water Cycle Study	No	£40,000	£40,000	£0	£0	£0	New study
	Strategic Flood Risk Assessment (SFRA) Level 1	Yes	£10,000	£10,000	£0	£0	£0	Partial update to reflect EA mapping changes which occurred after the SFRA publication
	Strategic Flood Risk Assessment (SFRA) Level 2	Yes	£60,000	£30,000	£30,000	£0	£0	Assumes up to 40 sites.
Whole plan assessments	Integrated Impact Assessment (IIA), incorporating Sustainability Appraisal, Habitats Regulation Assessment, Equalities Impact Assessment & Health Impact Assessment	Yes	£120,000	£60,000	£60,000	£0	£0	New study
	Whole Plan Viability Assessment	Yes	£80,000	£40,000	£40,000	£0	£0	New study including updated to economic viability assessment
Plan production	Vision development	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Development of spatial options and preferred growth strategy	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Site Selection	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Housing Delivery Statement	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Strategic site work - could include masterplanning, infrastructure planning, viability, delivery models etc.	Yes	£0	£0	£0	£0	£0	Final costs will depend on number and scale of strategic site allocations. Suggest costs met through contingency. Costs may also be met by developers for strategic sites.
	Plan drafting	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Plan monitoring framework	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Statement of Compliance	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Topic papers	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Collate and finalise documents for submission	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work

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	Policies Map	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
Consultation	Regulation 20 Consultation: Desktop publishing, printing, publicity, in-person events, venues	No	£15,000	£15,000	£0	£0	£0	Externals costs related to venue hire and printing. Assume new consultation software allows desktop publishing.
	Regulation Consultation: analysis, responses and reporting	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	On-going engagement with statutory consultees, developers, community groups etc.	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Regulation Consultation 23: Desktop publishing, printing, publicity	No	£15,000	£0	£15,000	£0	£0	Externals costs related to venue hire and printing. Assume new consultation software allows desktop publishing.
	Regulation Consultation 23: analysis, responses and reporting	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Consultation 27: Desktop publishing, printing, publicity	No	£15,000	£0	£0	£15,000	£0	Externals costs related to venue hire and printing. Assume new consultation software allows desktop publishing.
	Consultation 27: analysis, responses and reporting	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work using the newly procured consultation software
	Consultation Statement	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Consultation and engagement software	Yes	£60,000	£15,000	£15,000	£15,000	£15,000	
Flexible Alignment Test	Meetings with partners	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Required evidence for test	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
	Statements of Common Ground	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work
Gateway checks	Gateway 1	No	£0	£0	£0	£0	£0	Only staff costs as MDC officers will carry out this work; assumed to be self assessment only
	Gateway 2	No	£2,000	£0	£2,000	£0	£0	Only staff costs as MDC officers will carry out this work; assumed 2 days of one inspector @£1,000 per day
	Gateway 3	No	£2,000	£0	£0	£2,000	£0	Only staff costs as MDC officers will carry out this work; assumed 2 days of one inspector @£1,000 per day
Examination	Counsel advice	Yes	£50,000	£0	£10,000	£30,000	£10,000	Assumes a limited amount of counsel advice sought during plan production period; and more extensive support required during Examination.
	Printing examination library	No	£5,000	£0	£0	£5,000	£0	
	Planning Inspectors (2no.)	Yes	£72,000	£0	£0	£50,000	£22,000	Planning Inspectorate (PINS) guidance suggests 9-12 sitting days. Have assumed 12 days. Day rate for inspectors is £1000 (sitting and reporting days). Most plans now have two Inspectors. Estimate 12 sitting days, 24 reporting days - total 36 days.
	Programme Officer (PO)	Yes	£40,000	£0	£0	£25,000	£15,000	Assumes hourly rate of up to £40; 20 hours per week over 12 months PO needs to be in place at Submission. Workload will be split from Submission through to Examination but with longer hours required towards/during Examination hence split skewed towards later years.
Local Plan costs	Local Plan costs		£1,356,000	£545,000	£607,000	£142,000	£62,000	Contingency to cover additional work on evidence, including potential refresh. 10% assumed
	Contingency		£135,600	£54,500	£60,700	£14,200	£6,200	
	Local Plan + contingency		£1,491,600	£599,500	£667,700	£156,200	£68,200	