

MKE SUE Local Stakeholder Group

Draft TERMS OF REFERENCE

Objectives

The MKE Local Stakeholder Group (LSG) is the main interface between Milton Keynes Council and the representatives of the Parish and Town Councils and MKC and Central Bedfordshire Council Wards relating to the Milton Keynes East Strategic Urban Extension (MKE SUE). See Annex A for a map of the site.

The LSG will be engaged by Milton Keynes Council in the preparation of the MKE SUE Development Framework, which would be adopted as a Supplementary Planning Document by Milton Keynes Council, and will be engaged on any planning application consultations in the future for the MKE SUE.

Milton Keynes Council will also use the LSG as a forum for providing informal updates on the Housing Infrastructure Fund bid, or other funding bids related to the MKE SUE, to the local community representatives.

Accountability for the decision making on the Development Framework and planning applications will remain with Milton Keynes Council.

Purpose

The LSG has the following primary purposes:

- Ensuring the continued engagement of local community stakeholders during the preparation of the MKE SUE Development Framework and subsequent planning applications.
- Enhancing stakeholder involvement in participatory processes, in addition to the statutory stages of consultation on the Development Frameworks and planning applications.

The LSG exists to:

- Provide an active, two-way channel of communication between local community representatives, including those within Central Bedfordshire, and Milton Keynes Council
- Disseminate information about the MKE SUE
- Provide regular updates on the progress of the Development Framework
- Provide a forum to which any pre-application and planning application matters can be presented and discussed as part of a participatory planning process alongside statutory stages of consultation.
- Give an opportunity for questioning Milton Keynes Council
- Air local views, comments and ongoing concerns and input timely advice to the Development Framework and to future planning applications

- Set up wider local consultation via public meetings and other mechanisms if and as required.

Membership:

The membership of the LSG will consist of the following organisations. In the interest of keeping the group to a workable size, representation should ideally be one member from each organisation however this is not an absolute requirement (e.g. more than one representative for an area might want to attend in order to reflect issues raised by their constituents).

Parish and Town Councils:

- Astwood and Hardmead Parish Council
- Broughton and Milton Keynes Parish Council
- Campbell Park Parish Council
- Cold Brayfield Parish Meeting
- Cranfield Parish Council (Central Beds)
- Chicheley Parish Meeting
- Clifton Reynes and Newton Blossomville Parish Council
- Emberton Parish Council
- Filgrave and Tyringham Parish Meeting
- Great Linford Parish Council
- Hulcote and Salford Parish Council (Central Beds)
- Lathbury Parish Meeting
- Moulsoe Parish Council
- Newport Pagnell Town Council
- North Crawley Parish Council
- Olney Town Council
- Ravenstone Parish Council
- Sherington Parish Council
- Warrington Parish Council
- Weston Underwood Parish Council

MKC Ward Members:

- Members for Olney Ward
- Members for Broughton Ward
- Members for Newport Pagnell South Ward
- Members for Newport Pagnell North and Hanslope and Ward

Central Bedfordshire Ward Members:

- Member for Hulcote and Salford Ward
- Member for Cranfield Ward
- Other Members as may be appropriate to planning matters

Core membership will be reviewed on a regular basis to ensure that relevant groups are in attendance, and that other key stakeholders are invited to attend and participate as appropriate.

Responsibilities of stakeholder Group members

- It is expected that those attending the stakeholder group will disseminate information to their respective constituents.
- Regular attendance at meetings. Substitutes are welcome to attend but it would be helpful if they could be briefed beforehand.
- Reporting back to the LSG via MKC on comments made by their respective constituents.
- Provide feedback to MKC on future agenda items

Participation

Participation in the LSG is without prejudice to that organisation's public position with regards to:

- The principle of developing the land included within the MKE SUE allocation within Plan:MK
- Any statements or views they express at the Examination in Public of Plan:MK.
- The Housing Infrastructure Bid or other such funding bids that are pursued by Milton Keynes Council to facilitate the development of the MKE SUE

Secretariat:

MKC – officer contact:

Andrew Turner

Email: andrew.turner@milton-keynes.gov.uk

Direct line: 01908 254892

The secretariat should be the first point of contact of any issue relating to the LSG

The role of the secretariat is as follows:

- Organisation of meetings and ensure other organisations as required attend the LSG to provide information and discuss matters with the LSG
- General administration
- Distribution of information, report, agendas and main points arising from meetings
- Management of membership and distribution lists

Meetings:

- Meetings of the LSG should be held on a monthly basis at a venue centrally located to the participants wherever possible, and at the Civic Offices in Milton Keynes as a last resort
- A meeting agenda will be circulated to all members in advance together with information to be presented during the meeting
- Main points arising from the meeting are to be published in draft form within 10 working days after the meeting and will be approved at the next meeting.

Extent of the MKE SUE

