

# PLANNING CABINET ADVISORY GROUP

**When:** Wednesday 28 February 2024 at 18:00

**Where:** Room 1.02 and on [YouTube](#)

## Members

Councillor Marland (Chair)

Councillors Andrews, Ferrans, D Hopkins, Mahendran, Trendall,

Others Town Councillor D Pye (Interim Parishes Forum Representative), J Race (Community Action), H Chipping (SEMLEP)

Substitutions must be made in accordance with the Terms of Reference.

## Enquiries

Please contact George Vincent

(Email: [george.vincent@milton-keynes.gov.uk](mailto:george.vincent@milton-keynes.gov.uk) or Tel: 01908 252050)

## Notes:

1. Members of the public are not entitled to speak at CAG meetings, except at the Chair's discretion and by invitation only.
2. CAG meetings will not be streamed live, but a recording will be published within 48 hours at [www.youtube.com/user/MiltonKeynesCouncil](http://www.youtube.com/user/MiltonKeynesCouncil)

## **Agenda**

Agendas and reports for the majority of the Council's public meetings can be accessed online at <https://milton-keynes.moderngov.co.uk/>

## **Comments, Complaints and Compliments**

Milton Keynes Council welcomes feedback from members of the public in order to make its services as efficient and effective as possible. We would appreciate any suggestions regarding the usefulness of the paperwork for this meeting, or the conduct of the meeting you have attended. Please e-mail your comments to [democracy@milton-keynes.gov.uk](mailto:democracy@milton-keynes.gov.uk) If you require a response please leave contact details, ideally including an e-mail address. A formal complaints / compliments form is available at <http://www.miltonkeynes.gov.uk/complaints>

# Terms of Reference

Element	Description	
<b>Name</b>	Local Plan Cabinet Advisory Group (CAG)	
<b>Aims and objectives</b>	What the Board has been established to achieve (our vision)	To advise the Portfolio Holder for Planning and make recommendations on the preparation and review of the Council's statutory Development Plan (Plan:MK, Site Allocations Plan, Minerals Local Plan, Waste Development Plan Document) and related Supplementary Planning Documents.
	How it will achieve the purpose (priorities)	To provide effective communication with key stakeholders to ensure they are actively engaged and their views considered throughout the plan-making process. This will focus on providing advice on: <ul style="list-style-type: none"> <li>The implementation of policies in the Development Plan.</li> <li>The preparation and review of the Development Plan, including emerging evidence and policy approaches.</li> </ul>
	Measures of success	Adoption of Development Plan and Supplementary Planning Documents in accordance with the programme set out in the Council's Local Development Scheme.
	Work Programme	Determined by the programme for the preparation and review of Development Plan and Supplementary Planning Documents, as set out in the Local Development Scheme.
<b>Governance</b>	Senior Responsible Officer	Director of Planning and Placemaking
	Lead Cabinet Member	Portfolio Holder for Planning
	Chair	Portfolio Holder for Planning
<b>Meetings</b>	Frequency	Meetings will be held at key stages throughout the preparation and review of the Development Plan or a Supplementary Planning Document. Where relevant, meetings will be held in advance of the Cabinet due to make a decision on a document so that any recommendations by the Group can be considered by the lead Cabinet Member and officers.
	Voting arrangements	Non-binding voting is available to ascertain group consensus.
	Minute taking and distribution arrangements	An agenda will be circulated at least one week (5 working days) in advance of a CAG meeting. Minutes will be taken and circulated to CAG members within 15 working days following a meeting. Meetings will be supported by officers from the Council's Democratic Services Team.

<b>Membership</b>	List of core members or representatives (and their organisation)  Substitutions must be:  1. notified in advance of the start of the meeting and agreed by the Chair; and  2. members of the same appointing organisation.	Councillor Jennifer Wilson-Marklew (Portfolio Holder for Climate and Sustainability) / Councillor Pete Marland (Leader of the Council)
		Councillor Shanika Mahendran
		Councillor Jenni Ferrans
		Councillor Paul Trendall
		Councillor Liam Andrews
		Councillor David Hopkins
		Interim Parishes Forum representative – David Pye (not an MKC Ward Councillor)
		Hillary Chipping - SEMLEP representative
		Josan Race - Community Action MK representative
2 x Youth Cabinet representatives		
<b>Public access</b>	Arrangement for public access and participation	Members of the public are not entitled to attend or speak at CAG meetings, except at the Chair's discretion and by invitation only.  CAG meetings will not be streamed live, but a recording will be published within 48 hours at: <a href="http://www.youtube.com/user/MiltonKeynesCouncil">www.youtube.com/user/MiltonKeynesCouncil</a>

## Agenda

**1. Welcome and Introductions**

**2. Apologies for Absence**

**3. Declarations of Interest**

Councillors to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted, and officers to disclose any interests they may have in any contract to be considered.

**4. Minutes of the Last Meeting**

**(Pages 7 - 16)**

To approve, and the Chair to sign as a correct record, the Minutes of the meeting of the Planning CAG held on 25 January 2023.

**5. Growth Options**

To consider a presentation on Growth Options.

**6. AOB**

To consider any other business not on the Agenda.

### Notes

1. The Terms of Reference for the Planning Cabinet Advisory Group, including membership arrangements will be fully reviewed early in the new council year.
2. In August 2023 , the MKCC Parishes Advisory Group agreed to make an interim appointment to the vacant parish seat on the Planning Cabinet Advisory Group from within their membership. Councillor David Pye was appointed on an interim basis with other PAG members named as substitutes, pending a review of the Terms of Reference.