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|-------------------------|--|-----------------|-------|
| 06/01/16                | Woughton Community Neighbourhood Plan                  |                 |       |
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| <b>Author:</b>          | Victoria Binko, Project Officer                        |                 |       |
| <b>Owner:</b>           | Victoria Binko, Project Officer                        |                 |       |
| <b>Client:</b>          | Woughton Community Neighbourhood Plan Steering Group   |                 |       |
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Note: This document is only valid on the day it was printed


## Revision History

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## Approvals

This document requires the following approvals.

| Name          | Signature   | Title           | Date of Issue | Version |
|---------------|---|-----------------|---------------|---------|
| Claire Hutley |  | Council Manager | 06/01/16      | 1.0     |

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|--|-----------------------------------|----------------------|----------------|
| Sue Smith  | Woughton Councillor               | 06/01/16             | 1.0            |
| Donna Fuller   | Woughton Councillor               | 06/01/16             | 1.0            |
| John Orr   | Woughton Councillor               | 06/01/16             | 1.0            |
| Yvonne Tomlinson   | Woughton Councillor               | 06/01/16             | 1.0            |
| Alan Williamson  | Woughton Councillor               | 06/01/16             | 1.0            |
| Kevin Wilson   | Woughton Councillor               | 06/01/16             | 1.0            |
| Pauline Prop   | Woughton Councillor               | 06/01/16             | 1.0            |
| Len Bagnall  | Woughton Councillor               | 06/01/16             | 1.0            |
| Joyce Hall   | Woughton Councillor               | 06/01/16             | 1.0            |
| Brian Walker   | Woughton Councillor               | 06/01/16             | 1.0            |
| Cath Pantling  | Residential Representative        | 06/01/16             | 1.0            |
| Janette Bobey  | Residential Representative        | 06/01/16             | 1.0            |
| Ruth McMillian   | Residential Representative        | 06/01/16             | 1.0            |
| Cliff Green  | Residential Representative        | 06/01/16             | 1.0            |
| Cllr Jordon Coventry<br>(to distribute to Chair of Resident Association) | Residential Representative        | 06/01/16             | 1.0            |
| Lesley Sutton  | Milton Keynes University Hospital | 06/01/16             | 1.0            |
| Kathryn Eames  | MKC Regeneration Team Lead        | 06/01/16             | 1.0            |
| Diane Webber   | MKC Senior Planning Officer       | 06/01/16             | 1.0            |
| Claire Hutley  | Council Manager                   | 06/01/16             | 1.0            |
| Victoria Binko   | Project Officer                   | 06/01/16             | 1.0            |
| Neil Homer   | RCOH consultant                   | 06/01/16             | 1.0            |

Overview

**Purpose** This Summary Report provides the Steering Group with a summary of work completed on the Woughton Community Neighbourhood Plan (WCNP) during the month of December 2015.

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|---------------------------------|---------------------|
| <b>Date of Highlight Report</b> | 03/11/15 – 01/12/15 |
| <b>Period Covered</b>           | November 2015       |

## Status Summary

- 1.1** The first round of consultation for the Neighbourhood Plan has concluded through our Household Survey, Online Survey (Commonplace), and Outreach Events. In total 309 individual comments were submitted in four months, which led to 812 unique issues identified & will feed into our upcoming Issues & Futures Document. The findings are summarised in the Summary Document attached.
- 1.2** We have acquired a residential representative for Eaglestone. Communications will be passed through Cllr Jordon Coventry to the relevant member of the soon to be established Resident Association. We still trying to acquire residential representatives from Coffee Hall and Leadenhall to join the Steering Group. Some interest has been generated with hope of acquiring representatives within the first months of 2016.
- 1.3** The next stage of development is to complete an Issues & Futures Document which will summarise the many possible futures for Woughton with their respective pros and cons while using community input from the previous consultation period. We are hopeful that the Issues & Futures Document will be completed by February 2016. This will kick start the second round of consultation, which will hopefully lead to a greater response rate due to the more specific possibilities contained within.

During the next few months we will focus on how to involve those populations that have yet to be involved in the plans creation, specifically Black & Ethnic Minority populations, youth, the housebound etc. If the Steering Group has any ideas on this point, please feel free to forward to at the next meeting or in advance to Victoria.

**1.4** The next meeting of the Steering Group is planned for **Tuesday, January 26th, from 10am – 1pm at the Netherfield Centre** (across the street from 160 Farmborough, Netherfield, MK6 4HS). Some on street parking is available but it is suggested to park at the WCC offices and walk to the Centre (33-37 Farthing Grove, Netherfield, MK6 4JH; approx. 10 minute walk to the Centre). It is important that all members of the Steering Group attend this meeting as it will be a chance to see the full conclusions of the first round of consultations, will discuss in more detail the Issues & Futures Document, will discuss ideas on how to increase consultation with those populations identified etc. In preparation for this meeting it is requested that members read the Summary Document for the First Round of Consultation, and the Housing Advice & Assessment Report completed as part of a Technical Support package. Please send your apologies to Victoria in advance if you cannot attend this meeting.

Note that the Housing Report was a desktop study into the demand side for residential housing only (i.e. what the people living in Woughton need in terms of housing) and was not looking into the supply side of the housing equation (i.e. the report does not take into account where the houses that are needed are to be built). It is up to the Steering Group and further consultation with residents to determine how or even if the need for housing for Woughton residents can be met within the Neighbourhood Area or is this need better met in another location.

## This Reporting Period

| Activity Ref | Activity name                                | Status <sup>1</sup>   | Notes  |
|--------------|--|-----------------------|--|
| 1.1          | Consultation / Community Engagement Strategy | First round completed | See Summary Document. Will be used to inform Issue & Futures Document (which will be followed by another round of consultation).                       |
| 1.2          | Steering Group additions                     | Underway              | Representative acquired for Eaglestone. Working to acquire residential representatives for Coffee Hall and Leadenhall.                                 |
| 1.3          | Issues & Futures Document                    | Underway              | Working towards the Issues & Futures Document. Will be focusing work on connecting to those populations which have yet to be involved.                 |
| 1.4          | Meetings of the Steering Group               | Underway              | Next meeting planned for 26 January 2016 from 10am – 1pm at Netherfield Meeting Place. Please read Summary Document and Housing Report in preparation. |

## Corrective Actions Undertaken

None

<sup>1</sup> Completed (in the period), Planned (but not started or completed) or Underway (as planned)

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**Next Reporting Period (January 2016)**

| <b>Activity Ref</b> | <b>Activity name</b>  | <b>Notes</b>  |
|---------------------|---|---|
| 1.1                 | Consultation / Community Engagement Strategy                      | Update Steering Group on any additional consultation events.                          |
| 1.2                 | Develop evidence base and creating a Issues and Opinions Document | Using consultation techniques to develop evidence base for Issues & Futures Document. |
| 1.3                 | Steering Group Additions  | Update on Steering Group additional members.  |

**Corrective Actions**

None

**Project and Stage Tolerance Status**

**Time tolerance:** actual timescales remain in line with projected timescales.

**Cost tolerance:** actual budget remains in line with projected budget. We will be applying for the next and final round of grant funding from Locality worth £6000 to be available in the new financial year (April 2016).

**Scope tolerance:** actual scope remains in line with original proposed project ideas.

**Key Issues and Risks**

None