

Report to	Cabinet
Date of meeting	17 th December 2019
Lead Member / Officer	Cllr Mark Young, Lead Member Planning, Public Protection and Safer Communities
Report author	Angela Loftus, Strategic Planning & Housing Manager
Title	Proposal to amend Terms of Reference for the Strategic Planning Group

1. What is the report about?

- 1.1 The report outlines proposals to amend the Terms of Reference for the Strategic Planning Group. Cabinet approved the proposal to establish a Strategic Planning Group at its meeting on 23rd January 2018 to replace the Local Development Plan Members Steering Group and Terms of Reference were approved as part of the report. The intention was to establish a smaller, more focussed Group. The purpose of the Group is to provide corporate leadership and guidance in taking forward the replacement Local Development Plan through to formal adoption, and to focus on the delivery of the LDP strategy and policies. The Group has a non-executive role but reports back and makes recommendations to Planning Committee, Cabinet and/or Council as appropriate. The Group has been meeting regularly since June 2018 and has provided input and discussion to steer the development of the Replacement LDP Draft Preferred Strategy.
- 1.2 Further to discussions at the Strategic Planning Group meeting on 25th July 2019, it was proposed that the Terms of Reference for the group should be amended. A report was presented to Cabinet Briefing on 9th September 2019 outlining proposed changes. Cabinet felt that the Lead member with responsibility for Housing should also attend the Group. This was reported back to a meeting of the SPG on 11th October 2019 and subsequently discussed again at Cabinet Briefing on 4th November

and the SPG meeting on 18th November 2019. This report provides feedback on the discussion and recommendation of the Group.

2. What is the reason for making this report?

A decision is required to amend the Terms of Reference for the Strategic Planning Group.

3 What are the Recommendations?

That Cabinet approve the draft amended Terms of Reference for the Strategic Planning Group (attached as **Appendix 1**).

4 Report details

- 4.1 The membership and current Terms of Reference for the Strategic Planning Group were discussed at the meeting on 25th July 2019. The Group proposed that the core membership should remain the same, comprising 8 Members, to include the relevant Lead Member with responsibility for the LDP, the Chair of Planning Committee together with 1 Member from each Member Area Group, with a substitute nominated by each Member Area Group to attend in the absence of their representative. This was reported to Cabinet Briefing on 9th September 2019. At this meeting, Cabinet were of the view that the Lead Member with responsibility for housing should also attend the Group.
- 4.2 Following further discussions at subsequent meetings of the Strategic Planning Group and Cabinet Briefing it was proposed that the core membership of the Group should not be changed.
- 4.3 The current Terms of Reference state that attendance at meetings will be limited to councillors who are members of the Strategic Planning Group, or their nominated representatives and not open to other Members to attend. The Group agreed that Strategic Planning Group meetings should be open to all Members to attend. Those who are not core members of the Strategic Planning Group would only be able to observe the meetings and not contribute or speak.
- 4.4 The frequency of meetings was also considered, currently the terms of reference state that the group is to meet every 2 months. The Group agreed that it may need to meet more frequently in order to progress the Replacement LDP and the Terms of

Reference should be amended to: “The Group will meet every 2 months **or as agreed**” to allow for flexibility.

- 4.5 The Terms of Reference, with draft amendments proposed by the Group, are attached as Appendix 1.

5 How does the decision contribute to the Corporate Priorities?

The replacement LDP will have a direct role to play in achieving the priorities of ‘Housing: Everyone is supported to live in homes that meet their needs’ and ‘Young People: A place where younger people will want to live and work and have the skills to do so’ through the policies and proposals within it, influencing development on the ground. The main role of the Strategic Planning Group is to oversee the development of the replacement LDP, enabling the provision of housing, employment, community facilities and environmental protection throughout the County.

6 What will it cost and how will it affect other services?

There would be no additional direct cost implications resulting from agreeing the amended Terms of Reference for the Strategic Planning Group.

7 What are the main conclusions of the Well-being Impact Assessment?

A Well-being Impact Assessment has not been carried out because the report does not seek a decision on a Council policy, strategy or programme.

8 What consultations have been carried out with Scrutiny and others?

None at this stage

9 Chief Finance Officer Statement

There would be no additional direct cost implications resulting from agreeing the amended Terms of Reference for the Strategic Planning Group.

10 What risks are there and is there anything we can do to reduce them?

If the proposed amendments to the Terms of Reference are not agreed, the Terms of Reference will not reflect the current requirements of the Group. There is a risk of not providing the clear Member leadership required to deliver the replacement LDP.

11 Power to make the decision

Local Government Act 2000, Planning & Compulsory Purchase Act (2004), and associated regulations and guidance.