

Committee: Local Plan Leadership Group
Title: Draft Terms of Reference
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Summary

1. Included with this report are draft Terms of Reference for the Local Plan Leadership Group (LPLG).

Recommendations

2. To discuss and comment on the draft terms of reference.

Financial Implications

3. None.

Background Papers

4. None.

Impact

- 5.

Communication/Consultation	LPLG is being consulted on the draft Terms of Reference.
Community Safety	N/a
Equalities	N/a
Health and Safety	N/a
Human Rights/Legal Implications	N/a
Sustainability	N/a
Ward-specific impacts	N/a
Workforce/Workplace	N/a

Situation

6. As a working group of Cabinet it is for Cabinet to agree the Terms of Reference for the Local Plan Leadership Group.
7. Cllr Storah, with input from officers, has created the Draft Terms of Reference appended to this report. As the Chair, Cllr Storah will be elaborating about the draft Terms of Reference and the way he sees this group working.

Risk Analysis

8.

Risk	Likelihood	Impact	Mitigating actions
Pressure for matters to be discussed in public	4 – there will be pressure for matters to be discussed in public	3 – the EELGA Peer Review Team have indicated that all meetings being held in public will limit open discussion and tip the Council's hand to Local Plan objectors (e.g. promoters of rejected sites)	The Draft Terms of Reference indicate that meetings can be held in private.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

LOCAL PLAN LEADERSHIP GROUP DRAFT TERMS OF REFERENCE

- To assist the Council in the preparation of a local plan which meets the agreed development needs of the district during the course of the plan period in the most appropriate manner;
- To make recommendations to Cabinet as to the preparation of the draft Uttlesford Local Plan 2020 – 2040, and related planning policy documents, in the light of both documents submitted by officers to the Leadership Group for consideration and any other matters as the Group sees fit;
- To enable members of the public to address the Group for a maximum of 5 minutes and to provide a copy of their statement, subject to having registered to speak in advance;
- Meetings shall generally be held in public but may be held in private if the Group considers that to be either desirable or necessary in the interests of commercial confidentiality or there were matters arising which could otherwise be prejudicial to the interests of the Council if discussed in public;
- To meet as frequently as necessary in order to enable the preparation of the plan to proceed in accordance with the current timetable;
- To make recommendations to officers as to any particular items the Group would like to see addressed at the next, or a forthcoming, meeting.