

Committee:	Cabinet	Date:	
Title:	Strategic Infrastructure Delivery Group – Terms of Reference	Tuesday 20 October 2020	
Portfolio Holder:	Councillor Deryk Eke Portfolio Holder for Infrastructure Transport and Stansted Airport		
Report Author	Simon Payne, Local Plan Project Manager spayne@uttlesford.gov.uk	Key decision:	No

Summary

1. This report considers the Terms of Reference for the Strategic Infrastructure Delivery Group which is to be established to support work on the local plan and to assist the District Council in working effectively with key strategic partnerships on addressing infrastructure issues.

Recommendation

2. That the Committee endorses the proposed Terms of Reference attached as Appendix 1 to this report and the Leader be requested to issue the appropriate invitations for members to join the Strategic Infrastructure Delivery Group in accordance with this report.
3. That officers be instructed to make arrangements to support the establishment of the Strategic Infrastructure Delivery Group, and supporting Officer Group, with inaugural meetings to take place as soon as the memberships of the Groups have been finalised.

Financial Implications

4. The project management arrangements are funded from the approved local plan budget.

Background Papers

5. No additional papers were referred to by the author in the preparation of this report.

Impact

- 6.

Communication/Consultation	No impact
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Community Safety	No impact
Equalities	No impact
Health and Safety	No impact
Human Rights/Legal Implications	No impact
Sustainability	No impact
Ward-specific impacts	No impact
Workforce/Workplace	No impact

Situation

7. At the meeting on 9 July 2020 Cabinet agreed the governance arrangements for preparing a new local plan for the district. These arrangements included the establishment of the Strategic Infrastructure Delivery Group (the Delivery Group) as a Member Reference Group. There is a separate report on this agenda, the Local Plan Project Initiation Document, that includes an organogram (Section 3.6) that shows how the Delivery Group fits within the overall arrangements for preparing the local plan.
8. This report now sets out the proposed Terms of Reference for the Delivery Group.

Purpose of the Delivery Group

9. The Delivery Group will be an important forum for the Council to engage in discussion with other strategic partners about addressing the infrastructure needs of the district and the surrounding areas. The recent member workshops on the local plan have highlighted that Uttlesford is surrounded by growth areas with significant proposals for infrastructure provision (for instance Greater Cambridge, East Hertfordshire and North Essex) and yet within Uttlesford there are significant issues of poor or absent infrastructure. The infrastructure deficit was identified by the Inspectors on the withdrawn local plan and it is clear that this issue must be successfully addressed to prepare a sound local plan.
10. The role of the Delivery Group has the potential to go further than supporting the preparation of a sound local plan. Engagement with strategic partners in bidding for funding and collaborating on the implementation and delivery of the proposals in the local plan will support important Council objectives such as net zero carbon and the long term stewardship arrangements for community assets.

11. The East of England Local Government Association Peer Review Group, that is assisting the Council's preparation of the local plan, has been consulted in the preparation of the Terms of Reference and the wording in Appendix 1 takes into account the advice that has been provided. The Peer Review Group has also prepared some background notes and Case Studies, attached as Appendix 2, to illustrate the need to explore cross boundary governance arrangements. The Group's findings will be the subject of a later report.

Conclusions

12. The Strategic Infrastructure Delivery Group will be an important forum to support the Council in achieving its objectives and Cabinet is recommended to support the Terms of Reference set out in Appendix 1.

Risk Analysis

13.

Risk	Likelihood	Impact	Mitigating actions
Failure to address the provision of infrastructure will lead to an unsound plan and the inability of the District Council to achieve its objectives	3 – Need to address strategic Infrastructure provision was a significant issue in the withdrawn local plan inspectors decision	4 – Failure to successfully address strategic infrastructure provision would lead to an unsound local plan	Work with strategic partners to identify required strategic infrastructure provision, secure funding and ensure realistic delivery programme.

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.