

Strategic Planning Advisory Board

Terms of Reference (Draft)

Purpose

The Strategic Planning Advisory Board will act as an officer and member working group, considering matters of strategic planning policy, reviewing their implementation and recommending accordingly to the Environment Committee.

Functions

The Board will carry out the following functions:

- To provide input to the development of the Council's strategic planning policies and consider issues affecting their delivery.
- To advise on responses to national/regional/county consultation exercises in relation to strategic planning.
- To review planning appeal decisions (of the Council and potentially other authorities) which have key implications for the Council's strategic planning policies and their delivery.

Membership

Membership of this officer/member advisory body will be as follows:

Elected Members

There will be up to eight elected members on the Board, with the majority being drawn from Environment Committee. It will be a cross-party board, comprising three members from the main opposition party/parties and four members from the administration party/parties. One of the Board members will be the Chair of Development Control Committee.

Members will be nominated by Political Group Leaders, in consultation with the Chair of Environment Committee.

The Chair and Vice Chair of the Board will be appointed by the Chair of Environment Committee.

Officers

Officer members of the Board will comprise:

- Head of Planning Strategy and Economic Development.
- Head of Development Management.
- Planning Strategy Lead.
- Other officers as required, to attend for specific items.

Confidentiality

The Board's meetings will be confidential.

Meeting Frequency and Papers

The Board will meet on a quarterly basis. Meetings may be held more often should the need arise, or be cancelled if there is not sufficient business, by agreement with the Chair.

Agendas and supporting papers will be circulated in a timely manner, ideally one week in advance of any meeting.

Reporting Back to Environment Committee

As an advisory body, the Board will report back to Environment Committee, summarising broad items discussed, advising on strategic planning matters and making recommendations where appropriate. The Board will have no decision making powers and any matters requiring decision will be taken by Environment Committee.