



## PLANNING COMMITTEE NORTH

Tuesday, 13 August 2019

### APPOINTMENTS TO THE LOCAL PLAN WORKING GROUP

#### EXECUTIVE SUMMARY

To consider appointments to the membership of the Local Plan Working Group for the 2019/20 Municipal Year.

Is the report Open or Exempt?	Open
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<b>Wards Affected:</b>	All Wards in the District
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<b>Cabinet Member:</b>	Councillor Steve Gallant Leader of the Council
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<b>Supporting Officer:</b>	Matt Makin Democratic Services Officer 01394 444626 <a href="mailto:matt.makin@eastsoffolk.gov.uk">matt.makin@eastsoffolk.gov.uk</a>
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## **1 INTRODUCTION**

- 1.1 The Council appoints to a number of Working Groups each year as part of its corporate governance framework in support of the democratic process and decision-making arrangements.
- 1.2 At a meeting of Full Council on Wednesday 24 July 2019, report **ES/0049**, proposing Working Groups for 2019/20, was considered. The following Working Groups were agreed and appointed to:
- The Local Plan Working Group
  - The Housing Benefits and Tenant Services Consultation Group
  - The Member Development Steering Group
  - The Lowestoft Transport and Infrastructure Prospectus Working Group
- 1.3 The Working Groups have clear terms of reference outlining their roles, responsibilities and reporting mechanisms, thereby increasing openness and transparency and making the best use of resources.
- 1.4 The Terms of Reference for the Local Plan Working Group state that two members of the Planning Committee shall be appointed to its membership. This information is contained within Appendix A.
- 1.5 At the meeting of Full Council on 24 July 2019, the Leader of the Council suggested that these appointments be delegated to the Planning Committee North and Planning Committee South. This approach was duly agreed by Council, with the expectation that each Committee will nominate one Member each to the Local Plan Working Group.

## **2 HOW DOES THIS RELATE TO THE EAST SUFFOLK BUSINESS PLAN?**

- 2.1 Councillors that are appointed to Working Groups work to help address local issues and to achieve sustainable solutions. This will help to deliver a strong and sustainable local economy and to help improve the quality of life for everyone living and working in the District.

## **3 FINANCIAL AND GOVERNANCE IMPLICATIONS**

- 3.1 Appointment to Working Groups enables more in-depth consideration to be given to specific issues.
- 3.2 Members appointed to Working Groups are able to claim expenses in accordance with the Members' Allowance Scheme and these costs can be accommodated within existing resources.
- 3.3 Reviewing Councillor representation on Working Groups ensures that they are still relevant and fit for purpose and allows back bench Councillors to concentrate on their community leadership roles within their own Wards.

## **4 CONSULTATION**

- 4.1 Consultation has been undertaken with the Group Leaders, seeking nominations for the Working Group positions.
- 4.2 Full Council received report **ES/0049** at its meeting on 24 July 2019, which considered the continuation and membership of Working Groups for the 2019/20 Municipal Year. At this meeting it was suggested by the Leader of the Council that the appointments to the

Local Plan Working Group be delegated to the Planning Committee North and Planning Committee South. This approach was agreed by Council.

- 4.3 This report will also be received by Planning Committee South at its meeting on 27 August 2019, with the expectation that each Committee will nominate one Member each to the Local Plan Working Group.

## **5 OTHER OPTIONS CONSIDERED**

- 5.1 Working Groups are set up to examine specific issues in depth prior to recommendations being put forward to the relevant decision-making body. Should the Planning Committees decide not to appoint to the Local Plan Working Group, then the opportunity for more in-depth consideration of issues could be lost.

## **6 REASON FOR RECOMMENDATION**

- 6.1 To ensure that Members are appointed to the Local Plan Working Group for the 2019/20 Municipal Year.

### **RECOMMENDATION**

That the Planning Committee North appoints one representative to the Local Plan Working Group, for the remainder of the 2019/20 Municipal Year, as outlined in Appendix A to the report.

### **APPENDICES**

<b>Appendix A</b>	Schedule of Working Groups Nominations for 2019/20 (Local Plan Working Group only)
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**BACKGROUND PAPERS – None.**

EAST SUFFOLK COUNCIL

Appointment of Working Groups for 2019/20

**1. Local Plan Working Group**

Terms of Reference:

- To act in an advisory/consultative capacity to the Cabinet Member for Planning and Coastal Management and through him/her to Cabinet/Full Council, as appropriate.
- To work with officers to prepare and review Local Plan documents and related documents, such as Supplementary Planning Documents including development briefs, the Statement of Community Involvement, Local Development Scheme, the Authority Monitoring Report and Community Infrastructure Levy (CIL) Charging Schedule.
- Feed in local knowledge and information to inform the preparation of Local Plan documents and related documents.
- Consider the findings of evidence base documents to inform the preparation of documents.
- To work with officers to agree and publish issues and options papers and other draft documents on which to consult the community and other stakeholders.
- Work with Officers to determine the appropriate consultation methods at specific plan/document making stages, taking into account the Council's Statement of Community Involvement and resources.
- Consider representations to the documents and recommend amendments for approval by Cabinet or Full Council, as appropriate.
- Act as a focal point for knowledge and information about the Local Plan and related documents both for members and the community at large.
- Receive progress updates for the preparation of Neighbourhood Plans and other projects, as relevant.
- In preparing Local Plans and other related documents, take into account the wider strategic planning issues and collaboration with other local authorities, particularly those within the same housing market area and functional economic area.
- Provide views, via the Cabinet Member for Planning and Coastal Management, into any Board/s overseeing local authority joint working on Local Plans and related documents.
- Act in an advisory capacity for any other relevant issues relating to the preparation of Local Plan and related documents.
- To scrutinise the preparation of Local Plan documents to ensure they comply with all the regulatory requirements.

The Working Group will meet monthly on an on-going basis, subject to business.

Vice Chairman to be elected at the first meeting of the municipal year.

No substitutes other than Vice Chairman of Planning Committee, where necessary. Other members can be invited at the discretion of the Chairman of the Working Group.

The Working Group maintains a standing invite to the Cabinet Member and relevant officers responsible for the Great Yarmouth, Ipswich, Babergh and Mid Suffolk Local Plans in the

interests of the Duty to Cooperate on strategic planning issues of a cross boundary nature. Other local authority representatives, neighbourhood plan groups and organisations will also be invited as and when appropriate.

<b>Membership - 12</b>	
Cabinet Member for Planning and Coastal Management (Chair)	Cabinet Member for Planning and Coastal Management – David Ritchie
3 x Relevant Cabinet Members	Cabinet Member for Housing – Richard Kerry Cabinet Member for Economic Development – Craig Rivett Cabinet Member for Environment – James Mallinder
2 x Chairman of Planning Committee (Vice-Chairman to substitute if necessary)	Chairman of Planning Committee North – Paul Ashdown (Vice-Chairman - Jenny Ceresa)  Chairman of Planning Committee (South) – Debbie McCallum (Vice-Chairman – Tony Fryatt)
2 x Planning Committee Members	<b>2 Planning Committee Members – tbc</b>
Broads Authority Representative	Broads Authority Representative – Andree Gee
3 x Other Members	Mike Deacon Graham Elliott Malcolm Pitchers