

Appendix A:

Joint Local Planning ~~and Transport~~ Advisory Group Draft Terms of Reference

Outline

The Group is non decision-making and will offer a steer at Member level for the development of land use plans, and integrated with transport strategy. It will meet in public. The group will facilitate cooperation between the authorities and better decision making through the relevant processes.

The Group will report its recommendations to the respective Local Planning Authorities, for decision-making to be completed through each Council's existing democratic processes.

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Purpose

The group will provide efficient and effective coordination of spatial planning ~~including land use and integrated transport strategy~~ for the Cambridge City and South Cambridgeshire districts.

The group will provide opportunity for three-way discussion on other strategic and cross-boundary issues, at the discretion of the Chair in discussion with Vice Chairs.

The group will provide high level oversight of the Greater Cambridge growth strategy. There will be liaison with bordering authorities when appropriate.

Outcomes

The outcomes from the group will be:

- (a) to ~~ensure-facilitate~~ a shared policy position that will allow the timely development of the new Greater Cambridge Local Plan, coordinated/integrated with transport policy; and
- (b) to ~~ensure-facilitate~~ a shared policy position that will allow the timely development of other key planning policy ~~and transport~~ documents within the Greater Cambridge area.

Membership

The group will consist of three Members from each of Cambridge City Council, South Cambridgeshire District Council, and one from Cambridgeshire County Council. The membership of the group will be determined by each authority.

Each authority should also nominate substitutes should the core participants not be able to attend particular meetings.

Frequency of meetings

Every two months or as necessary, hosted on a rotating basis.

Secretariat

The secretariat for the group will be provided by either Cambridge City Council or SCDC South Cambridgeshire District Council. The Chairman and Vice-Chairman will be from Cambridge City Council and South Cambridgeshire District Council and will alternate annually.

Chairmanship and vice chairmanship will be determined each year on the anniversary of the first meeting.

Winding Up of the Group

The Group will be wound up by any one of the following means:

(a) ~~—(i)~~ five years from today's date; ~~or~~

~~(iii)~~ adoption of the Greater Cambridge Local Plan by the authorities, with no other Development Plan Documents still in preparation; ~~or~~

~~(c)~~ on withdrawal from the Advisory Group ~~of~~ by one of ~~partner authorities~~ Cambridge City Council or South Cambridgeshire District Council; or

~~(d)~~ on a simple majority vote by Members of the Advisory Group.

| 16/7/19

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Cambridge City Council: Planning & Transport Scrutiny Committee [16/7/2019]

Agenda item 6: Supplementary Note –

Greater Cambridge Local Plan inception and Joint Planning & Transport Advisory Group terms of reference

Summary

This note is a supplement to the Greater Cambridge Local Plan inception and Joint Planning & Transport Advisory Group terms of reference paper published with the agenda for the Planning & Transport Scrutiny Committee on 16th July 2019.

The note explains proposed changes to the published draft terms of reference, which derive from:

- discussion of terms of reference at South Cambridgeshire District Council's Cabinet meeting held on 1st July 2019; and
- Questions sent to the Executive Councillor for Planning Policy and Open Spaces in relation to this agenda item ahead of the committee meeting.

Appended to this supplementary note is a revised draft terms of reference for discussion.

Issues

Points raised at South Cambridgeshire Cabinet included:

- The need to explicitly state that the group will report into the two Councils' respective decision-making processes
- The need to be clear that the group's focus is on the Local Plan, not on transport strategy, and that therefore its name should be reviewed to avoid confusion.

Points raised in questions sent to the Executive Councillor ahead of this committee meeting included:

- Concern that the role of the Advisory Group was unclear in terms of whether or not it would have a decision-making function, or whether any changes were proposed to existing governance processes.
- Concern that the Winding Up of the Group section was unclear.

Proposed amendments to the terms of reference

Proposed amendments to the terms of reference include:

- Amendment of the group's name to "Joint Local Planning Advisory Group"
- Amendment of wording implying that the Group will be responsible for transport strategy
- Amendment of the Outcomes of the group from "Ensure" to "Facilitate a shared policy position"
- Clarification in the Outline section that "The Group will report its recommendations to the respective Local Planning Authorities, for decision-making to be completed through each Council's existing democratic processes."

- Clarification in the Winding Up of the Group section that the Group will be wound up “by any of the following means”.