

## **Appendix A:**

### **Joint 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 and transport strategy. It will meet in public. The group will facilitate cooperation between the authorities and better decision making through the relevant processes.

#### **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 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 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. 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:

- (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.
- (b) on withdrawal of one of partner authorities
- (c) on a simple majority vote by Members

1/7/19