

Local Plan Committee Terms of Reference

10. LOCAL PLAN COMMITTEE

10.2 FUNCTIONS

Functions	Matters Delegated from Council for a Decision
<b>Delegated Council Functions (decision-making)</b>	
<p><u>Development Plan Documents (DPDs) – the Council’s Local Plan is a DPD</u></p> <p>To receive reports and drafts from the Executive on:</p> <ul style="list-style-type: none"> <li>- proposed DPDs; and</li> <li>- the functioning of and proposed revisions to existing DPDs.</li> </ul> <p>To consider and comment on documents that relate to DPDs including (but not restricted to) policy options and draft policies having regard to evidence prepared to support each DPD.</p> <p>To provide updates to other Members who do not sit on the Local Plan Committee and to champion the committee’s work on the Local Plan.</p> <p>To keep DPDs under review and monitor progress on the preparation of revisions and updates to DPDs (including the Local Plan).</p>	<ul style="list-style-type: none"> <li>- Instructing the Executive to reconsider drafts of DPDs and revisions of them.</li> <li>- Deciding to publish DPDs and revisions of them for public consultation.</li> <li>- Deciding to submit DPDs and revisions of them for examination by a Planning Inspector.</li> </ul> <p>(Adoption of DPDs and revisions of them following examination remains a function of Full Council)</p>
<p><u>Supplementary Planning Documents (SPDs)</u></p> <p>To receive reports from the Executive on:</p> <ul style="list-style-type: none"> <li>- proposed SPDs; and</li> <li>- the functioning of and proposed revisions to existing SPDs.</li> </ul> <p>To consider and comment on documents that relate to SPDs including (but not restricted to) draft SPDs.</p> <p>To keep SPDs under review and monitor progress on the preparation of revisions and updates to SPDs.</p>	<ul style="list-style-type: none"> <li>- Instructing the executive (i.e. Portfolio Holder/officers) to reconsider drafts of SPDs and revisions of them.</li> <li>- Deciding to publish SPDs and revisions of them for public consultation.</li> <li>- Deciding to adopt SPDs and revisions of them following public consultation.</li> </ul>

<b>Functions</b>	<b>Matters Delegated from Council for a Decision</b>
<p><u>HS2</u></p> <p>To keep the Council's HS2 strategy under review and monitor developments on the ground against the parameters set out in the Council's Strategy.</p>	<ul style="list-style-type: none"> <li>- Deciding to adopt an amended HS2 Strategy from time to time.</li> </ul>
<p><u>Other Council Functions</u></p>	<p>To determine any matters referred to it by full Council</p>
<b>Advisory functions (non-decision-making)</b>	
<p><u>Duty to Cooperate</u></p> <p>To consider and comment on responses to plans being prepared by other local planning authorities or by multiple local authorities working in partnership (such as the Strategic Growth Plan) as part of the "Duty to Cooperate" contained in s33A of the Planning and Compulsory Purchase Act 2004.</p>	<ul style="list-style-type: none"> <li>- Recommending to Council that a particular inter-authority plan or strategy is adopted in compliance with the "Duty to Cooperate"</li> </ul>
<p><u>Neighbourhood Plans</u></p> <p>To review and comment on proposed Neighbourhood Areas and Neighbourhood Plans being submitted to the Authority where Cabinet is using its executive power to implement them.</p>	<ul style="list-style-type: none"> <li>- No decision making power (Cabinet Function)</li> </ul>
<p><u>Responses to Government Consultations</u></p> <p>Where central government launches a consultation on matters relating to Planning and Development Control, to review and comment on proposed responses where Cabinet is exercising its executive power to submit a response.</p>	<ul style="list-style-type: none"> <li>- No decision making power (Cabinet Function)</li> </ul>
<p><u>Community Infrastructure Levy (CIL)</u></p> <p>To review and comment on proposals relating to CIL where Cabinet is using its executive power to implement CIL.</p>	<ul style="list-style-type: none"> <li>- No decision making power (Cabinet Function)</li> </ul>

## 10.2 RULES AND REGULATIONS

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- 10.2.1 **Membership:** Eleven councillors
- 10.2.2 **Quorum:** Seven councillors
- 10.2.3 The Local Plan Committee will meet at least once every two months, but may meet more frequently where necessary
- 10.2.4 Other members may (at the discretion of the Chair) be invited to speak at meetings of the Local Plan Committee on any particular matter. Requests to be so invited must be submitted by members to the Democratic and Support Services Team Manager no later than 12pm on the last clear working day before the meeting. Members so invited shall not be entitled to vote.
- 10.2.5 If appropriate to a particular matter being discussed by the Local Plan Committee, the Chair may permit relevant experts to speak at a meeting.
- 10.2.6 Council Procedure Rule 10 which allows members of the public to ask question shall apply to the Local Plan Committee provided that references to “Council” or members of the Cabinet shall be deemed to refer to the Local Plan Committee or its members.