

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COUNCIL – 30 JUNE 2015

Title of report	LOCAL PLAN ADVISORY COMMITTEE – TERMS OF REFERENCE
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Purpose of report	For Council to note amendments to the Terms of Reference for the Local Plan Advisory Committee
Council Priorities	All Council priorities
Implications:	
Financial/Staff	No direct implications
Link to relevant CAT	None
Risk Management	No direct implications
Equalities Impact Screening	No direct implications
Human Rights	No direct implications
Transformational Government	Not applicable
Comments of Head of Paid Service	The report is satisfactory
Comments of Section 151 Officer	The report is satisfactory
Comments of Monitoring Officer	The report is satisfactory
Consultees	None

Background papers	Minutes of Council of 25 February 2014: http://minutes-1.nwleics.gov.uk/ieListDocuments.aspx?CId=129&MId=160&Ver=4
Recommendations	THAT COUNCIL NOTES THE AMENDMENTS TO THE TERMS OF REFERENCE FOR THE LOCAL PLAN ADVISORY COMMITTEE

1.0 BACKGROUND

- 1.1 Members will recall that at the meeting of Council on 25 February 2014 it was agreed to establish a Local Plan Advisory Committee to work with officers on the new Local Plan and make recommendations to Cabinet and Council.
- 1.2 Terms of Reference for the Advisory Committee were agreed at the meeting and are attached at Appendix 1 of this report.
- 1.3 The Advisory Committee is subject to the provisions of proportionality in respect of its composition as contained within the Local Government and Housing Act 1989. When the Advisory Committee was established, the Terms of Reference included for membership of four Members from the ruling group and three Members from the opposition group, in accordance with the political balance of the Council at that time.
- 1.4 As a result of the District Council elections, the current composition of the Committee is five Members of the ruling group and two Members of the opposition group. Appointments to the Advisory Committee have already been made at the Annual Council meeting to reflect the current political balance of the Council.
- 1.5 In order to comply with the legislative provisions it is necessary to amend the Terms of Reference to ensure that the Advisory Committee is constituted in accordance with those statutory provisions. The amendment is shown on Appendix 1.

LOCAL PLAN ADVISORY COMMITTEE TERMS OF REFERENCE

Purpose of the Local Plan Advisory Committee

To enable cross-party discussion, guidance and support for the development of the North West Leicestershire Local Plan.

Role of the Local Plan Advisory Committee

- To consider and comment on documents that relate to the North West Leicestershire Local Plan including (but not restricted to) policy options, draft policies and evidence prepared to support the Plan.
- To make recommendations as required to Council in respect of the North West Leicestershire Local Plan.
- To monitor progress on the preparation of the North West Leicestershire Local Plan.
- To provide updates to other Members who do not sit on the Local Plan Advisory Committee.
- To consider and comment on responses to plans being prepared by other local planning authorities as part of the Duty to Cooperate.

Membership of the Local Plan Advisory Committee

- ~~The Advisory Committee comprises four Members of the ruling group and three members from the opposition group.~~ will be constituted in accordance with the proportionality provisions contained within The Local Government and Housing Act 1989.
- The Council's Substitution Scheme will apply.
- The Advisory Committee will select a Chair at its first meeting of each civic year.
- Other members may be invited to attend and participate in meetings of the Advisory Committee in a non-voting capacity at the discretion of the Chair.
- The Advisory Committee meetings must have at least 3 members to be quorate.

Operation of the Local Plan Advisory Committee

- Council Procedure Rule 4 will apply to the Local Plan Advisory Committee

- The Advisory Committee will meet at least once every two months, but will meet more frequently where necessary to enable continued progress on the North West Leicestershire Local Plan.
- The Advisory Committee will have no direct decision-making powers but will consider documents and information relating to the Local Plan and make recommendations to Council. Any such report will include specific comments and issues raised by the minority group.
- The Advisory Committee will be supported by the Director of Service and officers in the Planning Policy Team.
- Meetings will be organised, administered and minuted by Democratic Services with agendas and minutes being made available on the Council's website.
- The Portfolio Holder may attend as an observer.