

17 October 2018		ITEM: 5
Planning, Transport, Regeneration Overview and Scrutiny Committee		
Establishment of a Task Force in relation to the Local Development Plan		
Wards and communities affected: All		Key Decision: Non-Key
Report of: Kallum Davies, Democratic Services Officer		
Accountable Assistant Director: David Lawson, Assistant Director of Law and Governance		
Accountable Director: Sean Clark, Corporate Director of Finance and IT		
This report is Public		

Executive Summary

On 4 July 2018 Planning, Transport and Regeneration Overview and Scrutiny Committee voted unanimously to establish a suitable body for the oversight of the Local Development Plan.

1. Recommendation(s)

- 1.1 That the Committee establish a working group under the title of Local Development Plan Task Force.**
- 1.2 That the terms of reference (attached as appendix 1) be adopted.**

2. Introduction and Background

- 2.1 Following an update on the Local Development Plan, presented at the first meeting of the Planning, Transport and Regeneration Overview and Scrutiny Committee on 4 July 2018, the committee moved unanimously to request officers draft a proposal for a Task Force for dedicated scrutiny of the Local Development Plan.
- 2.2 The Council has only ever created one Task Force in the past, the Lower Thames Crossing Task Force. In accordance with that precedent the proposed Local Development Plan Task Force will be a working group as defined by the Constitution, and membership will be appointed through nominations by group leaders.

- 2.3 The Planning, Transport and Regeneration Overview and Scrutiny Committee will act as the parent committee to any working group it establishes.

3. Options and Analysis of Options

- 3.1 There exist three constitutional options for the desired discharge of functions as expressed by Planning, Transport and Regeneration Overview and Scrutiny Committee, these are set out below:

- A Task and Finish Group
- A Sub-Committee
- A Working Group (labelled 'A Task Force')

- 3.2 Considering the above options in relation to the expressed wishes of the Planning, Transport and Regeneration Overview and Scrutiny Committee it is apparent that a working group is the most appropriate body for the discharge of functions in relation to the Local Development Plan. This option preserves the Overview and Scrutiny Committee's autonomy to undertake its own workload whilst minimising formality and bureaucracy by allowing public meetings to be convened as and when required.

4. Reasons for Recommendation

This recommendation would represent an effective way for the Council to discharge any formal Member related activity in relation to the Local Development Plan.

5. Consultation (including Overview and Scrutiny, if applicable)

- None.

6. Impact on corporate policies, priorities, performance and community impact

The recommendation is seeking to establish a group that will allow elected members, as well as members of the public representing relevant interest groups, to engage and shape the council response to the Local Development Plan. This promotes and increases democracy.

7. Implications

7.1 Financial

Implications verified by **Carl Tomlinson**
Management Accountant

There are no financial implications in the establishment of the working group/task force as no Member will receive a special responsibility allowance

for the duties. Officer time will be required to attend and carry out the work of the group. Any financial implications arising from recommendations of the group would need to be assessed when appropriate.

7.2 Legal

Implications verified by **Matthew Boulter**
Deputy Monitoring Officer

The establishment of a working group complies with Chapter 4 Rule 8 of the constitution.

7.3 Diversity and Equality

Implications verified by **Roxanne Scanlon**
Community Engagement and Project Monitoring Officer

There are no diversity or equality implications related to the establishment of this working group. Appointments will be made through political group leaders and any lay co-opted member will be appointed through a fair and equitable process.

7.4 Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

- None.

8. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- None.

9. Appendices to the report

- Appendix 1: Terms of Reference for Work Group

Report Author:

Kallum Davies

Democratic Services Officer