

# **Local Development Plan Task Force Terms of Reference**

## **Aim:**

To form a working group, hereafter referred to as “Task Force” to discuss and make recommendations in relation to the development and implementation of the Local Development Plan (LDP).

## **Membership:**

6 elected Members (to be nominated in accordance with political proportionality).  
1 named substitute from each political party.

## **Chair:**

The Chair and Vice-Chair shall be elected by the membership of the Task Force at its first meeting of each municipal year. The appointment will last for the municipal year’s duration.

## **Duration:**

The Task Force shall continue until such time as all business of the Group is complete, which will be when the plan is submitted to Government for inspection. The ultimate decision to discontinue the Task Force shall lie with the Planning, Transport and Regeneration Overview and Scrutiny Committee as parent committee; however the Chair of the Task Force may make such a request to disband at any time.

## **Meeting Schedule:**

The Task Force shall meet every two months. Schedule to be agreed.

## **Activities:**

The Task Force will undertake all but not exclusively the following activities:

1. To keep under review progress in preparing the Local Plan
2. Receive updates on Government policy changes and priorities insofar as they might impact on the preparation of the Local Plan
3. Receive reports and presentations on the development of the Local Plan evidence base and provide comments
4. Receive reports and presentations on the preparation of the South Essex Joint Strategic Plan and its implications for the Local Plan

5. Provide comment on the scope and nature of the thematic policy approaches to be considered in developing the Local Plan
6. Provide comment on the development of an evidence based Preferred Spatial Option
7. Review progress and the development of appropriate strategies and policy approaches to support the development of strategic sites within the framework provided by the Local Plan
8. To keep under review the Council's approach to community engagement in the plan-making process

### **Decision Making**

The Task Force shall have no executive powers and will refer all recommendations directly to the appropriate executive or quasi-judicial committee by way of report.