

## **Appendix 1 – Draft Terms of Reference and Scope of the Member Local Plan Review Steering Group**

### **1. THE STEERING GROUP**

- a) The Local Plan Review Steering Group is an informal group whose purpose is to advise Officers and Members in reaching any decisions to moving forward planning policy.
- b) To comprise 10 Members as follows:
  - o Chair and Vice Chair of Planning Committee
  - o Chair of the Authority
  - o Member Representatives for
    - o Communities,
    - o Food and Farming
    - o Health and Wellbeing
    - o Landscape and Heritage
    - o Tourism and Participation
    - o Rural Economy
    - o Thriving Natural Environments
- c) The meeting will be chaired by the Chair of Planning Committee or in their absence the Vice Chair of the Committee;
- d) The Steering Group has no decision making powers but its recommendations (albeit of a majority) will be reported directly to the Authority or the relevant Committee;
- e) Should allow full participation from other Members and may consult the Members' Forum or a Member Workshop event as it deems necessary;
- f) Should welcome input and advice from Officers as appropriate.

### **2. TERMS OF REFERENCE**

The terms of reference of the group are to:

- Oversee the process for reviewing the Local Plan and the progress made on individual work streams;
- Provide the Core Project Team with a Member perspective on issues raised;
- Ensure integration/complementarity of the vision, objectives and policies of the Local Plan with those of the Corporate Strategy, the National Park Management Plan and Authority Policies.
- Advise on other key decisions on matters relating to Local Plan production including: resources, scope of documents, evidence base, identification of alternative development options, content of the local development scheme, sustainability appraisal/appropriate assessment, and consultation methods.
- Provide a critical friend role to also advise on the production and content of Supplementary Planning Documents in support of the Local Plan.

### **3. NEED FOR THE REVIEW**

The current Local Plan for the National Park comprises 2 development plan documents:

- The Core Strategy
- Development Management Policies

Government guidance in the National Planning Policy Framework states that local planning authorities should review their Local Plans every 5 years

Experience gained through producing the Development Management Policies and producing the Core Strategy has demonstrated the benefit of working closely with Members during the development of planning policy so it is proposed that a Member Steering Group is established to work with others throughout all stages of the 5 year review timetable.

### **4. DRAFT WORK PROGRAMME**

The suggestion is that the Steering Group would undertake its role by focusing on discrete subject areas throughout the review process. For example:

#### **2019/20 - Scoping and evidence collection**

1. Developing the engagement plan;
2. Drafting the State of Communities Report;
3. Establishing the need for other strategic evidence reports.

#### **2020/21 - Generating issues and options**

1. Review evidence collection and begin to consider issues and options.

#### **2021/22 – Consult widely on focussed issues and options**

1. Oversee formal consultation;
2. Consider Responses and provide a steer.

#### **2022/23 - Draw up preferred actions or draft plan**

1. Consider an initial draft of the plan for further consultation;
2. Consider responses and provide a steer.

#### **2023/24 - Submission and Examination of Publication Version**

1. Finalise the plan;
2. Consider early modifications or proposals for additional consultation;
3. Consider proposed responses to requests for further modifications.

### **5. OUTCOMES**

In carrying out its task, the Working Group should have regard to the seven key principles that underpin the ways of working at the PDNPA:

- We always start with outcomes
- We always ask what's possible
- We always put the public first
- We always look for efficiency

- We always act with agility
- We always value our colleagues
- We always develop ourselves and others.