

Appendix 2

Planning and Transport Policy Sub-Committee of the Executive – Terms of Reference

Membership and meeting arrangements

1. The Planning and Transport Policy sub-committee will oversee and monitor the review of Development Plan Documents, the Local Transport Plan and other planning policy and transport guidance and take delegated decisions on behalf of the Executive.
2. The sub-committee will be made up of 4 members: Lead Member for Economic Development, Planning and Assets; Lead Member for Transport and Digital; Lead Member for Environment and Climate Change; and Leader of the Council.
3. The quorum will be 3 members to include the Lead Member for Economic Development, Planning and Assets or Lead Member for Transport and Digital. Any substitute members must be from the Executive.
4. The Chair will be the Council's Lead Member for Economic Development, Planning and Assets. The Vice Chair will be elected by the sub-committee.
5. The sub-committee will determine its meeting arrangements and frequency of meetings and be governed by the Executive Procedure Rules.
6. The sub-committee will report annually to the Executive.

Functions

1. To oversee and monitor on behalf of the Council the review of the Development Plan as set out in the Town and Country Planning (Local Planning) (England) Regulations 2012 specifically:
 - (i) To approve the Regulation 18 (preparation) and Regulation 19 (publication) stages of a Local Plan for consultation.
 - (ii) To recommend the adoption of a Local Plan to Full Council with respect to Regulation 26.
2. To make a Neighbourhood Development Plan within 8 weeks of the referendum in accordance with Section 38(4) of planning and Compulsory Purchase Act 2004 and Section 18(A) of the Neighbourhood Planning (General) Regulations 2012 (as amended).
3. To approve the Local Development Scheme (Section 15 of the Planning and Compulsory Purchase Act 2004).
4. With respect to the Statement of Community Involvement (Section 18 of the Planning and Compulsory Purchase Act) and Supplementary Planning Documents (Regulations

11 to 16 of the Town and Country Planning (Local Planning) (England) Regulations 2012):

- (i) To approve drafts for consultation.
 - (ii) To adopt the final version.
5. To consider and comment on documents that relate to the Development Plan and Local Transport Plan that could include (but are not restricted to):
- (i) Policy options and draft policies having regard to available evidence.
 - (ii) Housing Delivery Action Plans.
6. To oversee matters on behalf of the Council arising from the Planning Act 2008 and subsequent legislation in connection with the Community Infrastructure Levy (CIL), including the approval of draft stages of the CIL Charging Schedule for consultation and to recommend the approval of the CIL Charging Schedule to Full Council.
7. To agree infrastructure priorities and approve Community Infrastructure Levy and s106 spending priorities to support the development of the area and infrastructure funding bids.
8. With respect to the Local Transport Plan (Section 9 of the Local Transport Act 2008):
- (i) To approve the draft for consultation.
 - (ii) To adopt the final version.