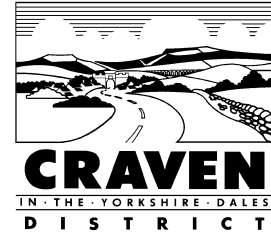


# AGENDA ITEM 4

## Policy Committee – 23rd May 2017



## SUB-COMMITTEES AND PANELS : APPOINTMENT

### Report of the Member Services Manager

Ward(s) affected: All

1. **Purpose of Report** – To consider the appointment of sub-committees, and specific task sub-committees and working groups; and to confirm or amend the terms of reference of any existing sub-committees, as appropriate.
2. **Recommendations** – Members are recommended to:
  - 2.1 Re-appoint the Craven Spatial Planning Sub-Committee for 2017/18 with a membership of seven and three named substitutes; the terms of reference to be as shown in the Appendix to this report.

*[The membership is normally comprised of the Leader of Council (or Deputy Leader), Group Leaders, Chairman of Planning and three other Councillors. For the purposes of political proportionality the actual membership should be comprised of 4 (4.1) Conservatives, 2 (1.3) Independent and 1 (0.69) Labour.*
  - 2.2 Re-appoint the Craven Employees' Consultative Group for 2017/18 with a membership of four and terms of reference as shown in the Appendix to this report. *[Based on last year, the membership would include the Leader of the Council and one other member from the political administration and one from each of the two other political groups. As the group is a consultative body only and has no decision making powers there is no requirement for political proportionality.]*
3. **Implications**
  - 3.1 **Financial Implications** – None, other than the costs associated with servicing meetings and attendance by Members.
  - 3.2 **Legal Implications** – Decision-making bodies are required to be politically proportional.
  - 3.3 **Contribution to Corporate Priorities** – In itself, the appointment of Panels and Sub-Committees makes no direct contribution, but provides a forum for bringing forward draft policy for consideration by the Policy Committee and Council, as appropriate, which if adopted would contribute to delivery of corporate priorities.
  - 3.4 **Risk Management** – None.
  - 3.5 **Equality Analysis** – Not applicable.

4. **Consultation with others** – None.
5. **Access to Information** – None.
6. **Author of the Report** –Andrew Mather. Telephone 01756 706226. e-mail [committees@cravenc.gov.uk](mailto:committees@cravenc.gov.uk)
8. **Appendix** – Details of Sub-Committee terms of reference and membership 2016/17.

**CRAVEN DISTRICT COUNCIL**

**POLICY COMMITTEE : 23 June 2017**

**APPOINTMENT OF SUB-COMMITTEES / WORKING GROUPS : TERMS OF REFERENCE**

**Craven Spatial Planning Sub-Committee**

Members 2015/16 : Deputy Leader (Councillor Mulligan) (in lieu of the Leader) and Councillors Barrett, Brockbank, Dawson, English, Staveley and Sutcliffe.

Terms of Reference – To:

- (a) To deal with all aspects of preparation of Local Development Framework documents up to the key decision stages set out below:
  - (i) Development Plan Document – up to, but not including final approval of the Publication Document (published for formal consultation before submission to the Secretary of State for examination in public) as defined in Regulation 25 of the Town and Country Planning (Local Development) Regulations 2004 (as amended in 2008) or as defined in any successor regulations.
  - (ii) Supplementary Planning Document – up to and including approval of a draft for public consultation.
- (b) To act as an initial reference point to provide feedback and input into emerging documents up to Publication stage.
- (c) To receive and accept evidence base reports for the Local Development Framework as they are completed.
- (d) To consider and approve Planning Guidance for Development Control purposes.
- (e) To provide an arena for discussion and response to regional and sub-regional initiatives which have implications for spatial planning in Craven.
- (f) Community Infrastructure Levy – To deal with all aspects of preparation of the Community Infrastructure Levy Charging Schedule up to, but not including final approval of the Publication charging schedule for formal consultation prior to examination as defined in Regulation 16 of the Community Infrastructure Levy Regulations 2010 (as amended in 2011).

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