

MID WALES CORPORATE JOINT COMMITTEE
Strategic Development Planning Sub-Committee – Terms of Reference

1. Introduction

- 1.1 The Mid Wales Corporate Joint Committee (CJC) has the function of preparing a Strategic Development Plan (SDP) (and accordingly Part 6 of the Planning and Compulsory Purchase Act 2004 applies to the Mid Wales CJC)
- 1.2 The production of an SDP is a statutory duty and will require substantive resource to be committed over a period to be defined in accordance with clearly defined deliverables itemised in a 'Delivery Agreement' agreed by the CJC and Welsh Government.
- 1.3 The Brecon Beacons National Park Authority (BBNPA) is a member of the CJC and is entitled to vote in relation to SDP purposes only.
- 1.4 The CJC will appoint the Strategic Development Planning Sub-Committee to sit under the CJC as the Sub-Committee responsible for making the necessary recommendations to the CJC in relation to the preparation, adoption and implementation of a Mid Wales SDP.
- 1.5 The SDP will be the first ever regional scale Development Plan for the Mid Wales area, under which Local Development Plans (LDPs) and/or 'LDP lites' will still need to be produced at Local Planning Authority level. Planning decisions in future will be made having regard to the SDP, as well as adopted LDPs/LDP lites and Future Wales, the National Plan 2040.
- 1.6 The SDP will focus on those issues, topics or places that are considered key to delivering wider than local issues and responding to the key drivers of change for the region. It will cover strategic planning and place-making issues such as major centres for economic growth, major housing allocations (including new settlements if appropriate) and areas for protection.

2. Composition of the Strategic Development Planning Sub-Committee

- 2.1 The Strategic Development Planning Sub Committee will consist of 8 members, 3 from each of the Constituent Authorities and 2 from BBNPA.
- 2.2 The Chair and Vice Chair of the Sub-Committee shall be elected annually from Members of the Constituent Authorities and BBNPA.

3. Strategic Development Planning Sub-Committee Recommendations

- 3.1 The Strategic Development Planning Sub-Committee will make recommendations to the CJC in relation to the preparation and development of the SDP, as well as its future implementation, monitoring and review. The CJC will be asked to consider and approve the recommendations of the SDP Sub-Committee. If the recommendations are not approved by the CJC the CJC may refer matters back

to the Strategic Development Planning Sub-Committee for reconsideration and resubmission to the CJC.

4. Meetings

- 4.1 The Strategic Development Planning Sub-Committee shall meet on at least a quarterly basis, or at such frequency as the Sub-Committee shall determine from time to time in order to fulfil its role.
- 4.2 The Strategic Development Planning Sub-Committee may invite appropriate third parties to attend Strategic Development Planning Sub-Committee Meetings as it sees fit from time to time. Such third parties may include individuals or representatives of such organisations and private sector companies as the Strategic Development Planning Sub-Committee shall determine.
- 4.3 Any third parties invited to attend the Strategic Development Planning Sub-Committee Meetings shall be entitled to take part in such meeting but shall not be able to vote in respect of any decisions to be taken. Any third party in attendance at a Strategic Development Planning Sub-Committee Meeting may be required by the Chairperson not to attend some or any part of the meeting.
- 4.4 A Strategic Development Planning Sub-Committee Meeting may be held in person and / or via telephone conference call, video conference call or a combination of the same, at which members of the Strategic Development Planning Sub-Committee are able to speak to and hear each of the other participants provided at all times that a quorum of the Strategic Development Planning Sub-Committee is able to participate.
- 4.5 Meetings will be held in public and arrangements for the publication of and access to documents will be the same as for meetings of the CJC as set out in CJC's Standing Orders

5. Quorum

- 5.1 The quorum necessary for the Strategic Development Planning Sub-Committee Meeting shall be at least two elected members from the Constituent Authorities.

6. Voting

- 6.1 At meetings of the Strategic Development Planning Sub-Committee each elected member in attendance shall have one vote. Decisions at meetings of the Strategic Planning Sub-Committee will be taken by a majority vote of a quorate meeting.

7. Minutes

- 7.1 Minutes of the proceedings of a Strategic Development Planning Sub-Committee Meeting must be drawn up and recorded. The minutes must be considered and approved at the following meeting of the Sub-Committee.

8. Proceedings of Meetings

- 8.1 Members of the Strategic Development Planning Sub-Committee shall be subject to the Code of Conduct for Members.
- 8.2 Meetings may be rearranged, cancelled or additional meetings scheduled with the agreement of the Chair.
- 8.3 Each meeting will be recorded through the production of notes which will be made available to the public online after the meeting with the exception of any exempt or confidential information. Notes of meetings will usually be brief, containing a summary of discussions, action points and recommendations.
- 8.4 The Strategic Development Planning Sub-Committee is not a decision-making body, and the Chair should aim to facilitate consensual agreement on matters under consideration. Where a consensus cannot be reached, the Chair shall present the split views of the committee to the CJC.