

Meeting: Sustainable Communities Overview and Scrutiny Committee
Date: 29 September 2009
Subject: Development Strategy Task Force Terms of Reference and Guidance
Report of: Jonathon Partridge, Overview & Scrutiny Officer
Summary: This report informs Members of the Sustainable Communities Overview and Scrutiny Committee of the terms of reference and guidance provided to the Development Strategy Task Force.

Contact Officer: Jonathon Partridge (0300 300 4634)
Public/Exempt: Public
Wards Affected: All
Function of: Executive

RECOMMENDATIONS:

- 1. That the Sustainable Communities Overview and Scrutiny Committee approves the Terms of Reference and guidance document agreed by the Development Strategy Task Force**

Reason for Recommendation: So that Members and officers are fully aware of the role of the Development Strategy Task Force and how it will operate.

1. Guidance and Terms of Reference

1. At its meeting on 4 August 2009 the Sustainable Communities Overview and Scrutiny Committee agreed to establish a Task Force to consider all non-strategic matters in relation to the Local Development Framework, Local Transport Policy and Housing Policy.
2. To assist Members in relation to the role of the Task Force and guidance on its operation a guidance document has been developed that outlines:
 - a) the Task Force's terms of reference;
 - b) how Task Force meetings will operate;
 - c) how reports and updates on progress would be made available; and

- d) how the public will be involved in meetings.
3. This guidance document was agreed by the Development Strategy Task Force at its meeting on 15 September 2009. Further documents are currently being developed to provide a clear communications protocol for the Task Force and guidance to Members on registering interests. These documents will be circulated to Members following approval by the Task Force.
 4. The work programme of the Task Force will be regularly submitted to the Sustainable Communities Overview and Scrutiny Committee as an appendix to the Committee's work programme report.

Conclusion

5. Members of the Sustainable Communities Overview and Scrutiny Committee requested to be kept informed of progress with regards to the Development Strategy Task Force. Appendix A outlines how the Committee will be kept informed of the progress of the Task Force in the future.
6. Members are requested to consider and agree the attached documents, subject to any further amendments they may wish to make.

Appendices:-

Appendix A - Guidance for the Development Strategy Task Force