
Local Development Framework – Shaping Our Place 2026

Local Development Framework – Task Group

DRAFT Terms of Reference

Proposed Revision – August 2009

1. Background

- 1.1 The Local Development Framework Task Group was set up by the Cabinet of Herefordshire Council in March 2007. The Cabinet report noted that the Unitary Development Plan was developed through partnership working via the thematic groups of the Partnership. There was, thereby, a proven history of collaborative working.
- 1.2 In the light of the experience with the Unitary Development Plan and the need to align any replacement for the Unitary Development Plan with the Council's Sustainable Community Strategy it was recommended that a small Task Group be established. This Task Group would comprise:
 - Herefordshire Council Cabinet Members covering the portfolio areas of environment, housing, transportation and economic development/regeneration
 - Herefordshire Partnership Board representatives for community, economy and environment.
- 1.3 The role of the Group was to provide a forum for the broad consideration of the spatial development of the County, and ensure consistency and coherence across the Council and the Herefordshire Partnership, in the light of the Community Strategy, the Regional Spatial Strategy, the Regional Economic Strategy and other relevant strategies.
- 1.4 Meetings of the Group were anticipated at key stages of the Core Strategy process, including initial scoping of issues and options; to consider consultation responses on issues and options; and to develop and agree a preferred option for submission to Government. Task group meetings would run ahead of formal approval by the Council's Cabinet and Council as required. A similar approach would be used to the other statutory elements of the Local Development Framework in particular the Hereford Area Plan and the Market Towns and Rural Areas Plan.
- 1.5 The Group has met as anticipated on an occasional basis since then, with minutes being agreed and published on the Council's website.
- 1.6 The work on the emerging Local Development Framework is now focused on the Core Strategy which is a compulsory part of the Local Development Framework and will become the central spatial strategy for the Council.
- 1.7 The programme for the preparation of the Core Strategy now anticipates public consultation on the "Placeshaping Options" for an eight week period in January, February and March 2010; this will be the final major consultation on the Core Strategy before the submission version (for submission to the Secretary of State) is considered by full Council later in 2010.
- 1.8 There have been significant changes in legislation and government advice since the Task Group was first set up, and the need for close integration of the Local Development Framework with the Sustainable Community Strategy has become even more critical. Furthermore the Herefordshire Partnership has been re-structured during 2009 and the

original thematic groups have been replaced with six "Policy and Delivery" Groups. The Government is also expecting local planning authorities to have Implementation Plans to sit alongside Development Plan Documents to set out how planning proposals can be brought to fruition with the wide range of infrastructure providers and service providers needed to deliver the Council's spatial planning policies. These all add up to significant changes in circumstances since the Task Group was originally formed in 2007.

- 1.9 In the light of the need for a wide consensus on the work of the Task Group and the important range of tasks involved it was suggested at its meeting in May 2009 that the membership be extended by the addition of two minority group Councillors. It would also be opportune to review the Herefordshire Partnership membership of the Task Group to include representatives of the new Policy and Delivery Groups and appropriate links to the Partnership Board.
- 1.10 Following an Environmental Scrutiny Committee Report and an external report by the Audit Commission into Herefordshire Council's Planning Services it was agreed by the Cabinet Member for Environment and Strategic Housing that, as part of the Planning Services Business Improvement Plan (August 2009) that, *inter-alia*, the Task Group Terms of Reference would be reviewed to allow for the additional membership of the Group and to prepare it for the anticipated work programme for 2009 up until the current programme of preparation of Development Plan Documents is completed (currently anticipated in 2013).
- 1.11 In the light of the above the following Terms of Reference are proposed.

2 Proposed Terms of Reference

The Local Development Framework Task Group:

- is a non-executive group to advise on the preparation of the documents which together make up Herefordshire Council's Local Development Framework
- will include representatives of Herefordshire Partnership and Herefordshire Council thus:
 - Herefordshire Partnership representatives drawn from Policy and Delivery Groups (PDGs) including at least:
 - one "Business representative" to represent the Economic Development PDG
 - one "Environmental representative" to represent the Environment PDG
 - one "Community representative" to represent the Stronger Communities PDG
 - additional member(s) as required to represent the other PDGs/the Board
 - a member of staff of the Partnership Team itself
 - Herefordshire Council
 - Cabinet Members for the portfolio areas which include Environment, Transportation and Economic Development
 - Up to two Members to represent the minority political groups
 - The Chair of the Environment Scrutiny Committee in an *ex-officio* capacity
- will have a particular focus on advice concerning the consistency of the emerging policies with the priorities and programmes of the groups they represent
- will be supported by Planning, Transportation and other officers of Herefordshire Council as required, and
- minutes of each meeting will be circulated in draft, and agreed with the Chairman prior to publication on the Council's website

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