



WORTHING BOROUGH
C O U N C I L

Worthing Planning Committee
24th August 2022
Agenda Item no.9

Ward: All

Membership of Local Plan Working Group

Report by the Director of Economy

1.0 Summary

1.1 This report proposes the re-establishment of the Worthing Local Plan Members Working Group to help guide the development of the Council's planning policy and guidance documents and to monitor Development Plan policies and developer contributions.

2.0 Background

2.1 Members may be aware that during the progression of the Worthing Local Plan a Working Group of Members met in order to help steer the development of the Plan.

2.2 The Working Group has met regularly since 2015 and have successfully worked with officers to help guide the emerging Local Plan through all key stages. Meetings have been held three or four times a year - notes are taken and circulated internally. The last meeting of the Working Group was held in September 2021 which was just prior to the Hearing Sessions of the Local Plan Examination.

2.3 In 2021 the Group was made up of 5 Members (3 x Conservative / 1 x Labour and 1 x Liberal Democrat). The meetings, which were chaired by the Cabinet Member for Regeneration, were usually attended by the Worthing Planning Policy Manager and the Head of Planning and Development (with other officers from the Planning Policy Team attending on occasions).

3.0 Proposals

- 3.1 It is proposed that the newly constituted Members Working Group would continue to act as an informal group to work with Officers to help steer the Council's work programme (known as the Local Development Scheme), comment on draft Development Plan Documents, Supplementary Planning Documents and other relevant planning policy. In addition, the Group will assist with the future review of the Worthing Local Plan in due course (there is now a requirement to review an adopted Local Plan within 5 years of adoption). This would be an advisory and consultative body, but not make any formal decisions.
- 3.2 It is anticipated that the group would continue to meet approximately 3 or 4 times per year, depending on key issues and progression of relevant documents.
- 3.3 It is proposed that the Group is made up of 6 Members, and that Membership is as inclusive as possible. Therefore, it is recommended that the membership be as follows - 3 Labour, 2 Conservative and 1 Liberal Democrat. It would be appropriate for the Committee to agree to the principle of setting up the Working Group with Membership being agreed by the various political groups. The meeting would be chaired by the Cabinet Member for Regeneration.
- 3.4 The Proposed Terms of Reference are attached as Appendix One.

4.0 Legal

- 4.1 The proposed Members Working Group would be advisory only, and not make formal decisions.

5.0 Financial implications

- 5.1 No significant costs anticipated.

6.0 Recommendation

- 6.1 It is recommended that:
- (i) the Worthing Local Plan Members Working Group be re-established as set out in the report;
 - (ii) the Terms of Reference at Appendix 1 are agreed; and,
 - (iii) the membership of the Group is agreed in accordance with paragraph 3.3.
 - (iv) it be noted that the Head of Legal Services and Monitoring Officer may use their delegated powers to make any necessary minor and

consequential changes to the constitution arising from the formation of the Working Group.

Local Government Act 1972

Background Papers:

None

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Schedule of Other Matters

1.0 Council Priority

1.1 Financial economies - an up-to-date planning framework for Worthing.

2.0 Specific Action Plans

2.1 (A) The Working Group will assist the development of various elements of the planning framework for Worthing.

(B) The Government requires that Local Plans are reviewed every 5 years.

3.0 Sustainability Issues

3.1 Sustainability matters are integral to planning policy development; relevant matters are set out in National Planning Policy Guidance and assessed through Sustainability Appraisals.

4.0 Equality Issues

4.1 Equalities issues can be addressed , where relevant, through planning policy development. This can include the use of Equalities Impact Assessments.

5.0 Community Safety Issues (Section 17)

5.1 Some community safety issues can be addressed through good planning and design.

6.0 Human Rights Issues

6.1 No specific issues identified.

7.0 Reputation

7.1 The Working Group will assist in the development of planning policy and guidance to address issues in the local area, which should lead to positive and timely outcomes.

8.0 Consultations

- 8.1 Statutory requirements for consultation on planning policy are set out in the Town and Country Planning (Local Plan) (England) Regulations 2012. Details are set out in the Adur & Worthing Statement of Community Involvement.

9.0 Risk Assessment

- 9.1 Statutory requirements relating to planning policy are set out in legislation and government guidance.

10.0 Health & Safety Issues

- 10.1 None identified.

11.0 Procurement Strategy

- 11.1 Any work commissioned to support the development of planning policy work will be subject to the Council's procurement policies.

12.0 Partnership Working

- 12.1 Worthing Borough Council and officers will work with Adur DC and other local authorities and organisations as appropriate, in the development of its planning policy work.

WORTHING LOCAL PLAN MEMBERS WORKING GROUP

TERMS OF REFERENCE

General remit of the Group

- An informal working group to work with officers to help steer the Council's Planning Policy documents to include: the Local Plan, Local Development Scheme, Development Plan Documents, Supplementary Planning Documents and other relevant planning policy.
- To consider monitoring reports such as the Infrastructure Funding Statements and the Annual Monitoring Report.
- To act as an advisory and consultative body but not to make formal executive decisions which is the responsibility of the Executive.
- To take account of recommendations of the Executive and views of the Overview and Scrutiny Committee.

Membership

- To reflect the political make-up of the Council. As at August 2022 this will - 3 Labour, 2 Conservative and 1 Liberal Democrat members. Specific membership to be reviewed on an annual basis.
- Chairman or Chairwoman to be the Cabinet Member for Regeneration.

Meetings

- Working Party meetings are not open to members of the public
- Meetings will be held as and when necessary

Role of the Group

- Main task is to receive and consider reports and presentations on the contents, progress and review of the planning policy documents (and related evidence) and to provide feedback to officers.
- To comment on any relevant policy or guidance document.
- To contribute to proposals for stakeholder and community involvement.