

## Spatial Planning Working Group – Terms of Reference

<b>Membership:</b>	Lead Member - Built Environment (responsible for Spatial Planning) The Head of Policy & Performance in consultation with the respective Chairs of the Area Committees will appoint one representative from each Area Committee (5) 1 member of the Development Control Committee 5 Stakeholders invited by the Authorised Officer (provided they undertake to observe the Council's Code of Conduct)
<b>Political proportionality:</b>	Advisory Bodies do not have to be politically proportional.
<b>Meetings:</b>	As required. (Expect 4 per year)
<b>Open to the press and Public:</b>	Meetings will be held in private unless the public are specifically invited to attend (access to information rules do not apply). Agendas & Minutes will remain confidential unless the Chairman of the Advisory Body decides otherwise. Agendas & Minutes are available to all Councillors, but are not public documents.
<b>Quorum</b>	There is no quorum for an Advisory Body.
<b>Decision Making</b>	No – the Advisory Group will where appropriate make recommendations on Spatial Planning Matters to the Authorised Officer (currently the Head of Policy & Performance).

### Terms of Reference

The Spatial Planning Working Group shall receive updates on Spatial Planning matters and when appropriate will advise the Authorised Officer (currently the Head of Policy & Performance) ahead of the Officer exercising delegated authority on matters including:

1. The production of the North Wiltshire Local Development Framework.
2. The Regional Spatial Strategy.
3. All spatial planning matters in accordance with the amended Scheme of Delegation approved by the Executive on 11<sup>th</sup> May 2006.