

Spatial Planning Working Group – Draft Terms of Reference

Membership:	2 representatives appointed from each Area Committee (10) 1 Executive Member (responsible for Spatial Planning) 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)
Political proportionality:	Advisory Bodies do not have to be politically proportional.
Meetings:	As required. (Expect 4 per year)
Open to the press and Public:	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.
Quorum	There is no quorum for an Advisory Body.
Decision Making	No – the Advisory Group will where appropriate make recommendations on Spatial Planning Matters to the Authorised Officer (currently the Spatial Planning Team Leader).
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 Spatial Planning Team Leader) ahead of the Officer exercising delegated authority on matters including: <ul style="list-style-type: none">• The production of the North Wiltshire Local Development Framework.• The Regional Spatial Strategy.• All spatial planning matters in accordance with the amended Scheme of Delegation approved by the Executive on 11th May 2006.