

**SOUTH WEST WALES CORPORATE JOINT COMMITTEE**  
**Strategic Planning Sub Committee**

**18<sup>th</sup> September 2023**

**REPORT OF THE MONITORING OFFICER**

**Report Title: Terms of Reference of the Strategic Planning Sub Committee of the South West Wales Corporate Joint Committee**

<b>Purpose of Report</b>	To note the terms of reference for the CJC Sub-Committee in respect of Strategic Planning
<b>Recommendation</b>	It is recommended that members note the terms of reference of the Strategic Planning Sub-Committee
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<b>Finance Officer</b>	N/A
<b>Legal Officer</b>	Craig Griffiths

**Background:**

1. The Local Government and Elections (Wales) Act 2021 (“the LGE Act”) created the framework for a consistent mechanism for regional collaboration between local government, namely Corporate Joint Committees (CJCs).
2. The CJC will exercise functions relating to strategic development planning and regional transport planning. They will also be able to do things to promote the economic well-being of their areas. In contrast to other joint committee arrangements, CJCs are separate corporate bodies which can employ staff, hold assets and budgets, and undertake functions.
3. The South West Wales CJC will comprise Carmarthenshire County Council, the City and County of Swansea Council, Pembrokeshire County Council and Neath Port Talbot County Borough Council (“the Constituent Councils”). In respect of some functions, both Pembrokeshire National Park and Bannau Brycheiniog National Park will also be members in respect of strategic planning and co-opted members (non-voting) in other areas.
4. In order to implement the legislative requirements, it was proposed that the CJC have four Sub Committees, with the chair of each Sub-Committee being drawn from the Leaders of the Constituent Councils (or their nominated deputies) and shared between the four authorities.
5. Attached at Appendix 1 of this Report are the terms of reference for Strategic Planning Sub-Committee.

### **Financial Impacts:**

6. No impacts

### **Integrated Impact Assessment:**

7. The CJC is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
  - Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
  - Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - Foster good relations between people who share a protected characteristic and those who do not.
  - Deliver better outcomes for those people who experience socio-economic disadvantage
  - Consider opportunities for people to use the Welsh language
  - Treat the Welsh language no less favourably than English.
  - Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.
8. The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.
9. There is no requirement for an Integrated Impact Assessment for this report as the setting up of the CJC is underpinned by legislation and that this report is to note governance arrangements in accordance with legislation.

### **Workforce Impacts:**

10. There are no workforce impacts associated with this report.

### **Legal Impacts:**

11. No impacts

### **Risk Management Impacts:**

12. No impacts

### **Consultation:**

13. There is no requirement for consultation in respect of this report.

**Appendices:**

14. Appendix 1 – Terms of Reference

**List of Background Papers:**

25. None

## **Strategic Planning Sub-Committee** **Terms of Reference**

### **Overarching Aim of Sub-Committee**

To oversee the resourcing, management and implementation of the statutory Strategic Development Plan (SDP) for South West Wales

An SDP must express a vision and a strategy to deliver the vision for the region as a whole. In addition, it should also express sub regional strategies for either an individual Local Planning Authority or combinations of Local Planning Authorities

This means that an SDP must expressly state:

- A clear and deliverable vision for the SDP area and for each Constituent Council
- A coherent, overarching strategy with clearly defined roles for places both on a regional and sub-regional basis;
- A clearly expressed settlement hierarchy based around the role and function of places, focussed on those places key to delivering the plan
- Sustainable development and Placemaking embedded as the over-arching principles
- An overall housing provision and requirement for the SDP and for each Constituent Council set out in dwellings
- An overall employment provision for the SDP and for each Constituent Council
- Spatial areas to accommodate growth above a set threshold.
- The establishment of Gypsy and Traveller need for the SDP and each Constituent Council on a consistent methodology, with coordination between LA's and their duties under the Housing Act
- A regional retail hierarchy
- A broad delivery trajectory for homes and jobs aligned to the implementation of infrastructure to support change
- Infrastructure capacity pinch points and headroom alongside future requirements necessary to support growth
- Broad areas of affordable housing need and links to viability to demonstrate delivery
- The capacity of public and private transport infrastructure and opportunities to increase a modal shift away from the private car
- A coordinated approach to environmental designations, including green belts, ecological assets and biodiversity
- A coordinated approach to energy, minerals and waste designations

### **Functions**

The Sub-Committee shall

- Have a coordinating role on the various work streams necessary to prepare an SDP. The role would not be to determine the precise content of the plan but rather to explore various options, identify key issues, present alternatives and implications/interrelationships between different aspects of what could constitute a plan
- Make recommendations to the Corporate Joint Committee to determine plan content.

- Monitor and review the delivery programme for the SDP (once approved) to include performance, financial and risk management and make recommendations to the Corporate Joint Committee on the development and delivery of the SDP consistent with the objectives of the Sub Committee;
- Work with Welsh Government, user groups, industry and other regulatory stakeholders to coordinate strategic planning duties across the region;
- Make recommendations to the Corporate Joint Committee on strategic planning for the South West Wales Region aligned to delivering the SDP;
- Where appropriate develop a regional response to Wales Government strategic planning consultation documents for approval by the Corporate Joint Committee for submission to Welsh Government; and
- Provide advice and observations relating to strategic planning submitted to the Corporate Joint Committee by other bodies, both inside and outside the South West Wales region;

### **Attendees**

The following shall attend the Sub-Committee

- The Executive Leader of the Constituent Council identified as the political lead for Strategic Planning
- The Lead Officer of the Constituent Council identified as the officer/constituent council lead for Strategic Planning for the purposes of providing professional advice to the Sub-Committee on behalf of the Chief Executive of the Corporate Joint Committee
- The Executive Member from Carmarthenshire County Borough Council for Strategic Planning
- The Executive Member from the City and County of Swansea Council for Strategic Planning
- The Executive Member from Neath Port Talbot County Borough Council for Strategic Planning
- The Executive Member from Pembrokeshire County Borough Council for Strategic Planning
- The representative from the Brecon Beacons National Park Authority with responsibility for Strategic Planning
- The representative from the Pembrokeshire Coast National Park with responsibility for Strategic Planning
- Private Sector Representations for Regional Strategic Planning as a non-voting representative. However, where there is a conflict between these terms of reference and any legislative provision or guidance issued by the UK or Welsh Governments which prohibits involvement from private sector representatives, those legislative provisions and guidance shall take precedence for those particular agenda items.
- Officers of constituent councils and national park authorities with management responsibility for Strategic Planning (or their nominated representatives) for the purposes of presenting reports and answering any technical questions raised by the Sub-Committee
- Minute Taker (Democratic Services of Neath Port Talbot Council)

The following shall be entitled to attend any Sub-Committee Meeting:

- Chief Executive of the Corporate Joint Committee (Chair) or their nominated representative

- Regional Directors of Constituent Councils with responsibility for Corporate Joint Committee areas
- Private Sector representatives
- Monitoring Officer of the Corporate Joint Committee or their nominated representative
- S151 Officer of the Corporate Joint Committee or their nominated representative
- Any invitees of the Chief Executive of the Corporate Joint Committee

### **Frequency of Meetings**

The Sub-Committee shall meet every six (6) months subject to any additional meetings that shall be called to address specific matters or if unanimously agreed by the Sub-Committee.

Where a special meeting is required, this will be convened by the Chief Executive of the Corporate Joint Committee.

Unless notified to the contrary, all meetings shall take place remotely via Microsoft TEAMS

### **Chair**

The meeting shall be chaired by the Executive Leader of the Constituent Council identified as the political lead for Regional Transport Planning.

In their absence, the meeting shall be chaired by an alternative Leader from a Constituent Council as agreed by the collective Constituent Council leaders Executive Member as determined by the Executive Members present.

### **Decision Making**

The Sub Committee shall have no decision making powers unless expressly granted by the Corporate Joint Committee

Each constituent council member (excluding the Chair) has one vote and the Chair will not have a casting vote

### **Substitutions**

The Executive Members of each Constituent Council shall be entitled to appoint a representative to attend in their absence subject to notification being provided to the Chief Executive of the Corporate Joint Committee

### **Quorum**

A quorum for the meeting shall be an elected representative from each of the Constituent Councils that comprise the Corporate Joint Committee (excluding the Chair).

### **Constitution and Procedure Rules**

The constitution of the Corporate Joint Committee shall apply to any meetings of the Sub-Committee that take place.