
REPORT TO THE STRATEGIC PLANNING SUB-COMMITTEE

6th May, 2025

TITLE: Terms of Reference for the Strategic Planning Sub-Committee

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1. PURPOSE OF THE REPORT

- 1.1. To review the Terms of Reference for the Strategic Planning Sub-Committee (*Appendix 1*).

2. DECISION SOUGHT

- 2.1. To adopt the Terms of Reference.

3. REASON FOR THE DECISION

- 3.1. The Sub-Committee must apply those rules and procedures as adopted by the CJC and set out in the Terms of Reference – these are the powers delegated to the Sub-Committee. Any revision to these terms must be endorsed by the Corporate Joint Committee.

4. BACKGROUND AND RELEVANT CONSIDERATIONS

- 4.1. The Corporate Joint Committee approved the establishment of the Strategic Planning Sub-Committee and its membership, including voting rights, to discharge the function of developing and producing a Delivery Agreement and Strategic Development Plan for the CJC. Whilst the function of developing and preparing the Plan is for the Sub-Committee to carry out, the power of adoption or revision is reserved to the CJC further to Regulation 15 of the North Wales Corporate Joint Committee Regulations 2021 (as amended).
- 4.2. The Strategic Planning Sub-Committee is comprised of 6 voting Members who hold the portfolio for planning from each of the Constituent Councils, and the Chairman from Eryri National Park.
- 4.3. The functions as set out in the Terms of Reference are delegated to the Sub-Committee from the CJC. The functions mirror the responsibilities as set out in the Town and Country Planning (Strategic Development Plan)(Wales)Regulations 2021. In carrying out these functions the Sub-Committee will need to work closely with Welsh Government, Local Authorities and other stakeholders to co-ordinate the development and production of a Plan to meet the strategic ambition on behalf of the Corporate Joint Committee.
- 4.4. The strategic nature of the Sub-Committee's role provides for Plan development on a regional basis with other Local Authorities and partners. Key to delivery is that the Sub-Committee provides strategic advice to the Corporate Joint Committee. To monitor this progress the Sub-Committee can provide quarterly performance management reports to the CJC to include

updates on resource management and Plan development, considering its obligations under the Wellbeing of Future Generations Act and other statutory duties.

- 4.5. Members attention is drawn to a typographical error on the 7th paragraph on the first page - replace LDP with SDP. Also on the second page, 4th paragraph down to replace Regulation 27 with Regulation 40 - annual monitoring report.
- 4.6. The Sub-Committee is supported by an officer led Planning Officer Group (POG). This Advisory Group will be led by an officer from whichever Council is represented through the elected Chair. This lead officer will liaise with the Chair to keep them advised of work programming and project delivery, supported by officers from the Corporate Joint Committee. The Advisory Group will meet regularly to co-ordinate the planning, development and delivery of the relevant programmes and projects, and to manage reports to Sub-Committee. The Sub-Committee cannot delegate any of its decision-making functions to any such sub-group, but may if it so wished establish other sub groups or a task and finish group to support its work.

5. FINANCIAL IMPLICATIONS

- 5.1. There are no financial implications arising out of this report.

6. LEGAL IMPLICATIONS

- 6.1. The legal and governance implications are addressed in the body of the report.

APPENDICES:

Appendix 1: Terms of Reference for the strategic Planning Sub-Committee

STATUTORY OFFICERS RESPONSE:

i. Monitoring Officer:

“The report has been prepared by the Deputy Monitoring Officer. I have no comments to add in relation to propriety.”

ii. Statutory Finance Officer:

“The adoption of appropriate Terms of Reference is a key step in the development of the Strategic Planning Sub-Committee, and I support the decision sought. I can confirm that adopting the decision sought does not create an additional financial commitment.”