## PLANNING AND INFRASTRUCTURE COORDINATION AND DELIVERY

<table>
<thead>
<tr>
<th>Meeting Date</th>
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<tbody>
<tr>
<td><strong>Purpose of Report</strong></td>
<td><em>To consider how the GEGJC might encourage, and ensure that it has oversight of cross-county coordination and delivery on planning and infrastructure issues</em></td>
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<tr>
<td><strong>Background Documents</strong></td>
<td><em>Minutes of CSPIG meeting held on 2 May 2014</em></td>
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<tr>
<td><strong>Location/Contact for inspection of Background Documents</strong></td>
<td><em>Already circulated to members of CSPIG</em></td>
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<tr>
<td><strong>Officer</strong></td>
<td><em>E-copy available from <a href="mailto:sue.falshaw@cheltenham.gov.uk">sue.falshaw@cheltenham.gov.uk</a></em></td>
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### Officer

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### Recommendations

GEGJC to:

1. Take over from Leadership Gloucestershire the responsibility to make nominations to GLTB and to seek periodic updates on its work.  
2. Establish a sub-group with the terms of reference and membership described in the Appendix to this report.

### Reasons for recommendations

To facilitate appropriate oversight by GEGJC of cross-county planning and infrastructure coordination and delivery as detailed in the report.

### Resource Implications

The proposed change to the nomination process for GLTB will have no resource implications, though the reporting process may require a modest amount of officer time.

Administrative support would be required for the proposed new planning and infrastructure sub-group. Member and officer time would be involved in attending meetings and addressing agreed actions, but this should be more than offset by the saving of time that ad hoc coordination would otherwise involve. A budget to commission appropriate consultants might be necessary on a project by project basis.
1. **Background**
   1.1. Leadership Gloucestershire previously nominated representatives to and received updates from the Gloucestershire Local Transport Board (GLTB).
   
   1.2. Leadership Gloucestershire also established and held accountability for the Countywide Strategic Planning Issues Group (CSPIG) who’s terms of reference include taking a strategic overview and promoting collaboration particularly in relation to:
   - The delivery of county-wide infrastructure planning and the Community Infrastructure Levy
   - Gloucestershire Housing Projections
   - Liaison with Gloucestershire Local Enterprise Partnership on spatial planning and infrastructure issues.

   1.3. In the light of the establishment of GEGJC it is proposed that changes be made to these arrangements as set out in this report.

2. **Gloucestershire Local Transport Board**

   2.1. It was the role of Leadership Gloucestershire to nominate a representative and an officer advisor to the GLTB. As the county council and LEP already have representatives and advisors on the GLTB the expectation has been that nominations would be from district council candidates. This report recommends that GEGJC takes over this nomination responsibility from Leadership Gloucestershire.

   2.2. The GLTB is an independent body that was formed in 2013 in response to a Department for Transport (DfT) initiative to devolve the control of capital funds for major transport schemes to Local Enterprise Partnership areas, in line with the Government's localism agenda.

   2.3. LTBs were established with a remit to decide on major transport priorities between 2015 and April 2019 and to allocate funding to prioritised schemes; £9.8m was made available to Gloucestershire. The operations of the GLTB are set out in its DfT approved Assurance Framework.

   2.4. No funding is yet committed, although indicative allocations have been made to 6 schemes. All proposed schemes must complete the GLTBs business case process before any funding allocations are formally agreed.

   2.5. As part of the SEP development it was agreed with DfT / BIS officials that whilst the GLTB has resources to allocate it should remain an independent decision-making body, operating within its Assurance Framework. The balance of the Board rests with the Public Sector. At the moment one of the Board Members is nominated by Leadership Gloucestershire. It would seem sensible if the GEGJC appointed the representative in future rather than Leadership Gloucestershire. This would enable the GLTB to have a reporting relationship with the GEGJC.

   2.6. At the point in time that all GLTB monies are formally allocated and the task largely becomes one of programme management then the relationship with the GEGJC and its support / programme management structures can be reviewed and potentially integrated. This is likely to happen within 18 months.
3. Countywide Planning and Infrastructure Coordination
3.1. CSPIG, at its meeting on 2 May 2014, considered its future in the light of the intended establishment of GEGJC. The main points made were:
   - That it was important to have a countywide conversation on planning and infrastructure
   - This should be directed towards growth and the work of GEGJC
   - That such a conversation should involve senior councillors
   - That administrative support would be needed for the work of any replacement to CSPIG to be successful.

3.2. The Appendix to this report suggests terms of reference, membership and administrative arrangements for a possible sub-group of GEGJC for consideration.

4. Options
4.1. In view of the creation of the GEGJC it is timely to consider the transfer to it of previous functions of Leadership Gloucestershire which have relevance to facilitating economic growth.

4.2. In relation to GLTB nominations the options are:
   - To leave current responsibility with LG.
   - For GEGJC to take on the previous role of LG.

4.3. In relation to a replacement group for CSPIG the options are:
   - To leave ownership of the issue with LG in which case consideration can be given at the next meeting of LG on how to address the points raised by CSPIG
   - For GEGJC to take on responsibility as part of its wider role in facilitating economic growth in Gloucestershire and to decide whether it wishes to establish a sub-group as suggested in this paper

5. Risk Assessment
5.1. Whilst recognising that district councils are responsible for planning policy and delivery there are risks to the soundness of plans and to the SEP objectives if there is no wider cross-boundary consideration of planning and infrastructure issues. In particular:
   - There are risks to the wider work of GEGJC in not having a coordinated approach to planning in that business and industry wanting to set-up, relocate or expand in this area will not be concerned with district boundaries but with matters such as site availability and access to infrastructure, which will often be better planned cross-boundary.
   - Gloucestershire forms a single housing market area and facilitating growth in construction and providing homes for the local workforce whilst minimising the negative impact on countryside and heritage assets will require cooperation across local planning authorities.
Key stakeholders such as the Homes and Communities Agency, GFirst LEP and infrastructure agencies such as the Environment Agency, the NHS and Highways Agency will benefit from Gloucestershire councils engaging in a single conversation with them on planning and infrastructure and its funding and this should give also Gloucestershire better leverage in achieving optimum infrastructure solutions.

5.2. GEGJC will wish to take these risk issues into account in deciding the best way forward on the matters raised in this report.

6. Officer Advice
6.1. Given the ambition of the SEP and the enabling role to be played by the GEGJC it would seem important that it, itself, facilitates and holds accountable any coordination sub-group (as proposed) and that it takes an overview on transport infrastructure delivery through GLTB as proposed.

7. Equalities considerations
7.1. None arising from this report

8. Consultation feedback:
8.1. Consultation with CSPIG members was undertaken at the meeting on 2 May 2014 a summary of points made is at paragraph 3.1 above.

9. Performance Management/Follow-up
9.1. If the proposal for GEGJC to take responsibility for nominating a representative and advisor to GLTB is accepted then the meeting may wish to confirm Cllr. Paul James as its representative and Andrew North as advisor. It is suggested that periodic reports to the GEGJC are programmed for the sharing of information on progress with delivery of projects.

9.2. If agreed as recommended the aim will be to call the inaugural meeting of the proposed coordination sub-group for planning and infrastructure within the next three months.
**APPENDIX**

**Planning and infrastructure sub-group**

**TERMS OF REFERENCE**

1. The sub-group will be accountable to GEGJC.

2. It will take an overarching, strategic overview of spatial planning throughout the County of Gloucestershire, specifically to include
   a. Strategies and related projects focused on the delivery of Infrastructure
   b. Housing and employment requirements
   c. The Community Infrastructure Levy
   d. Collaboration with GFirst Local Enterprise Partnership on spatial planning and infrastructure issues.

3. The group will sponsor countywide infrastructure delivery and development requirements – with a focus on cross boundary implications and common content for CIL charging schedules.

4. The group will be supported by the County Planning Officers Group – the membership of which is made up of district planning managers and appropriate representatives of Gloucestershire County Council.

5. The group will be focussed on a work programme based around task and finish work activities and will review its activity after 12 months for report to the GEGJC.

**ADMINISTRATIVE SUPPORT**

Agenda preparation and minute taking will be organised by the GEGJC accountable body with the aid and support of nominated leads from the county council, one of the district councils and GFirst LEP.
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<th><strong>GOVERNANCE PROCEDURES:</strong></th>
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| **Membership** | • Leaders or nominated executive councillor representatives plus chief executives (or their representatives) for each Gloucestershire council  
• Representatives of GFirst LEP  
• Representatives of the Homes and Communities Agency |
| **Chair** | • To be appointed. The Chair will need to have a good overview of spatial planning and infrastructure issues which form the key areas of focus for the sub-group. |
| **Accountability** | • Overall responsibility for guiding the planning of infrastructure, housing methodology, development requirements where cross boundary implications are arising  
• Influencing the content of CIL charging schedules |
| **Meetings** | • Quarterly (suggested)  
• Structured agendas, to include progress reports.  
• All meetings minuted and action points monitored.  
• Papers to be received 5 working days prior to meetings. |
| **Key Reports** | The Group can expect to receive and monitor, at a high and not overly detailed level, progress of the following:  
• Minutes of meetings.  
• Progress reports from County Planning Officers Group |
| **Communication** | • The Communication plan will include:  
  o Details of what information is to be provided, by whom, how often and by what method (see above).  
  o Details of the derivation of the information to be communicated  
  o Details of where and with who information will be shared externally  
  o Details of escalation procedures if required. |
| **Conflicts of Interest** | • Sub-group members must declare any interests or conflicts of interest in the work of the sub-group.  
• Where conflicts exist, sub-group members may be asked to leave the meeting for the agenda item. |