

Policy Development Forums, Working Groups and Member Development Executive Support Group – Terms of Reference and Group Nominations 2014/2015

Notes

- 1) Policy Development Forums (PDFs) to be chaired by appropriate Portfolio Holder for the matter under discussion
- 2) Lead Officers to be appointed to each Policy Development Forum and Working Group

Groups	Terms of reference	Group nominations 2013- 2014	Group nominations 2014- 2015
PDFs			
Community and Value for Money Policy Development Forum	Policy development work relating to the corporate priorities of Community and Value for Money.	<p>9 Members (5:4)</p> <p>Councillors: C R Eade B J Burgess R G Burgess V S Cumper L S Marshall-Ascough C A Cheshire M G Jones C Oxlade B A Smith</p> <p>Lead Officer(s):- Appropriate Director or Head of Service</p>	<p>9 Members (5:4)</p> <p><u>Councillors</u> M L Ayling I T Irvine M G Jones T Lunnon B A Smith R D Burrett C R Eade L S Marshall-Ascough D M Peck</p> <p>Chair: Appropriate Cabinet Member Lead Officer(s):- Appropriate Director or Head of Service</p>
Environment and Prosperity Policy Development Forum	Policy development work relating to the corporate priorities of Environment and Prosperity.	<p>9 Members (5:4)</p> <p>Councillors: B K Blake S A Blake K Brockwell R G Burgess D M Peck M L Ayling M G Jones C C Lloyd C J Mullins</p> <p>Lead Officer(s):- Appropriate Director or Head of Service</p>	<p>9 Members (5:4)</p> <p><u>Councillors</u> I T Irvine P K Lamb C C Lloyd T Lunnon P C Smith Dr H S Bloom K Brockwell R A Lanzer K Trussell</p> <p>Chair: Appropriate Cabinet Member Lead Officer(s):- Appropriate Director or Head of Service</p>

Groups	Terms of reference	Group nominations 2013- 2014	Group nominations 2014- 2015
<p>Working Groups</p> <p>Budget Advisory Group</p>	<p>To advise the Cabinet on the allocation of resources within the General Fund and Capital Programme, taking account of the Budget Strategy, Corporate Plan and other relevant information.</p> <p>Chair and Vice Chair of the Cabinet to attend Budget Advisory Group, to present a strategic perspective only.</p>	<p>9 Members (5:4)</p> <p>Councillors</p> <p>B K Blake</p> <p>S A Blake</p> <p>L A M Burke</p> <p>V S Cumper (Chair)</p> <p>L A Walker</p> <p>P K Lamb</p> <p>C C Lloyd</p> <p>C Oxlade</p> <p>G Thomas</p> <p>Lead Officer:- Head of Finance, Revenues and Benefits</p>	<p>9 Members (5:4)</p> <p><u>Councillors</u></p> <p>C A Cheshire</p> <p>C A Moffatt</p> <p>B J Quinn</p> <p>G Thomas (Chair)</p> <p>W A Ward</p> <p>B K Blake</p> <p>S A Blake</p> <p>R A Lanzer</p> <p>L A Walker</p> <p>Lead Officer:- Head of Finance, Revenues and Benefits</p>
<p>Crawley Homes Advisory Group</p>	<p>1. To assess all aspects of service provided by Crawley Homes, including the prioritisation of funding (Including the assessment of any savings and growth proposals prior to submission to Cabinet).</p> <p>2. To encourage the participation of all residents in developing Crawley Homes services.</p> <p>3. To make recommendations to the Cabinet as appropriate.</p>	<p>9 Members (5:4) + 3 co-optees</p> <p>Councillors:</p> <p>Dr H S Bloom</p> <p>B J Burgess</p> <p>R G Burgess</p> <p>R D Burrett (Chair)</p> <p>D G Crow</p> <p>I T Irvine</p> <p>S J Joyce</p> <p>C J Mullins</p> <p>W A Ward</p> <p><u>Co-optees:-</u></p> <p>3 nominated representatives of the 'Tenant and Leaseholder Action Panel' (TLAP) appointed by the Cabinet as non-voting co-optees. Cary Buckham, Martin Steward and Carolyn Wadley (nominated by the TLAP for a three year period until April 2014).</p> <p>Lead Officer:- Director of Transformation and Housing</p>	<p>9 Members (5:4) + 3 co-optees</p> <p><u>Councillors:</u></p> <p>S J Joyce (Chair)</p> <p>C C Lloyd</p> <p>T Lunnon</p> <p>C J Mullins</p> <p>J Stanley</p> <p>Dr H S Bloom</p> <p>B J Burgess</p> <p>R G Burgess</p> <p>R D Burrett</p> <p><u>Co-optees:-</u></p> <p>3 nominated representatives of the 'Tenant and Leaseholder Action Panel' (TLAP) appointed by the Cabinet as non-voting co-optees. Cary Buckham, Martin Steward and Carolyn Wadley to remain as TLAP representatives pending a review of the purpose & roles of TLAP and its' nominations to CHAG.</p> <p>Lead Officer:- Director of Transformation and Housing</p>

Groups	Terms of reference	Group nominations 2013- 2014	Group nominations 2014- 2015
Local Plan Working Group	<p>1. To consider and make recommendations to the Cabinet on a Local Plan Scheme setting out a programme for preparation of the Local Plan and to update the Scheme as appropriate.</p> <p>2. To consider and provide guidance on the process for preparing and reviewing documents comprising the Local Plan.</p> <p>3. To consider and make recommendations to the Cabinet or Council as appropriate on Consultation or other documents forming part of the process of preparing the Local Plan Drafts of Local Plan documents prior to their adoption.</p>	<p>13 Members (7:6) Councillors</p> <p>S A Blake K Brockwell B J Burgess J I Denman C R Eade R A Lanzer (Chair) K J Trussell I T Irvine S J Joyce B J Quinn P C Smith G Thomas W A Ward Lead Officer:- Head of Strategic Housing and Planning Services</p>	<p>13 Members (7:6)</p> <p><u>Councillors</u> M L Ayling S J Joyce C A Moffatt B J Quinn R Sharma P C Smith (Chair) G Thomas</p> <p>S A Blake N J Boxall B J Burgess D Crow C R Eade R A Lanzer</p> <p>Lead Officer:- Head of Strategic Housing and Planning Services</p>
Town Centre Working Group	<p>To receive and consider reports on the renewal and redevelopment of the Town Centre and to make recommendations, as necessary, to the Cabinet on :-</p> <ul style="list-style-type: none"> • the proposed Town Centre development including negotiations with the preferred developer and other parties • proposals to achieve the redevelopment of sites identified in the Town Centre Supplementary Planning Document • the review of the Local Plan in respect of policies relating to the Town Centre 	<p>10 Members (6:4) Councillors: B J Burgess Conservative Group vacancy (was C L Denman) R A Lanzer (Chair) D M Peck K J Trussell Dr H S Bloom B A Smith P C Smith G Thomas W A Ward</p> <p>Lead Officer:- Director of Development and Resources</p>	<p>10 Members (6:4)</p> <p><u>Councillors:</u> S J Joyce P K Lamb C A Moffatt B A Smith P C Smith (Chair) G Thomas</p> <p>B J Burgess D Crow R A Lanzer K J Trussell</p> <p>Lead Officer:- Director of Development and Resources</p>

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	<ul style="list-style-type: none"> • identification and promotion of other redevelopment opportunities to enhance the physical appearance and its social, economic and educational attributes • communications with all interested parties to maintain confidence in the renewal and redevelopment of the Town Centre. 		
Member Development Executive Support Group	<ol style="list-style-type: none"> 1. To provide all-party support for a coordinated approach to Member development across the Council. 2. To make suggestions about Member development needs, based on priorities and agreed criteria; for example – determined by the Corporate Plan and other organisationally important policies/documents. 3. To propose ideas to the Cabinet about Member development initiatives, working with the Organisational Development Manager and outside agencies as appropriate. 4. Provide consistent communication about proposed and available Member development initiatives to party groups. 5. To provide a forum for issues relating to facilities for Members, to be raised and discussed. 	<p>5 Members (3:2)</p> <p>Councillors L A M Burke D G Crow Conservative Group vacancy (was C L Denman - Chair) C C Lloyd G Thomas</p> <p>Lead Officer: Head of Legal and Democratic Services</p>	<p>5 Members (3:2)</p> <p><u>Councillors</u> C C Lloyd D J Shreeves (Chair) G Thomas</p> <p>D Crow N J Boxall</p>

(Updated: 17 June 2014)