



Wandsworth Council Planning Forum

Terms of Reference July 2020

INTRODUCTION

The Wandsworth Borough Council Planning Forum (Planning Forum) is an informal information sharing group which will meet to provide its membership with necessary updates on the planning system in the UK generally and updates on planning matters which are specific to Wandsworth borough without discussing individual cases.

REMIT

The Planning Forum shall cover the following areas: -

- Planning Policy at the National, Regional and Local Level;
- Development Management practice including processes, procedures, case law and legislation;
- Planning Enforcement practice; and
- Transportation Planning and Strategy.

Feedback from the discussions will be made to relevant Council Officers so that the views of the Planning Forum members can be appropriately considered in the day to day work of the Council in the above topic areas.

The Planning Forum will not discuss either the detail or merit or otherwise of either live planning applications or those already decided, and the Planning Forum will not submit, as a group, comments on planning or related applications or on policy documents. The Forum will not discuss highways matters or matters related to trees as these are covered by other services in the Council.

ORGANISATION

The Planning Forum will be chaired by the Chairman of the Planning Applications Committee or his/her Deputy. The role of the chairman will be to agree all items on the agenda and to ensure that they are addressed in a timely fashion. The Council will provide administrative support for the Planning Forum, including invites, agendas and meeting notes.

The agenda will consist of two parts:-

Update of policy and implementation and other planning related matters within the Council.

Discussion of other matters falling within the remit of the Forum identified by members of the Planning Forum and notified to the Chairman no later than 3 weeks before the meeting.

The Agenda for a meeting will be circulated 2 weeks prior to the meeting date.

The Planning Forum shall meet on a weekday evening and will meet twice a year at approximately six monthly intervals . A note of the meeting will be produced and circulated to all invitees.

MEMBERSHIP

The meeting will be open to

- any formally constituted group, forum or society that represents a geographic area of the Borough; and
- any formally constituted group, forum or society that has a membership of at least 25 people resident within the Borough; and
- any formally constituted group, forum or society that has a genuine and active interest in the remit of the Group.
- It will not be open to individuals as this would become unmanageable. Not more than two people should attend from any one group, forum or society and those attending should be nominated by that group, forum or society to attend on their behalf.
- No person attending the meeting should use the Forum as an opportunity to advance issues of a personal nature or a personal benefit.

The Terms of Reference will be reviewed annually and will be required to be agreed by a majority of attendees to the Planning Forum meetings.