



South Downs

National Park Authority

Agenda Item 14
Report NPA19/20-05

Report to	National Park Authority
Date	2 July 2019
By	Director of Planning
Title of Report Decision	Establishment of a Task and Finish Group to support the production of a Design Supplementary Planning Document (SPD)

Recommendation: The Authority is recommended to:

- 1. Agree to the establishment of a Task and Finish Group for the Design SPD with the terms of reference set out at Appendix I.**
- 2. Invite written expressions of interest from Members to be part of the core group for the above, to be notified to the Head of Governance.**
- 3. Delegate authority to the Director of Planning in consultation with the Authority Chair, Chair of Planning Committee and Chair of Policy & Resources Committee, to appoint the membership of the group.**

1. Summary and Background

- 1.1 The Authority is currently preparing a Supplementary Planning Document (SPD) on Design to help guide users of the planning system and to raise the quality of design in the National Park. Such documents are commonplace in other Local Planning Authorities in England, including many other National Parks.
- 1.2 A workshop was held with all Members on 16 May where officers detailed the advantages of having a Design SPD, explained what the document would cover and initial discussions were held on some of the design issues and challenges the Authority commonly faces and how these might best be addressed. Following this workshop there was a clear view from Members that they wished there to be some Member and community involvement in the documents evolution given their local knowledge, experience and skills. Given this it is proposed that a Member Task and Finish Group be established with the terms of reference set out at **Appendix I**.

2 Purpose of the Task and Finish Group

- 2.1 The purpose of the Task and Finish Group (T&FG) is set out in **Appendix I** but is essentially to oversee the production of a final draft Design SPD with the final SPD being considered by Planning Committee for adoption. Once the SPD is completed it will be used to influence development proposals and will be a material planning consideration in the determination of planning applications by both ourselves and our host authorities.
- 2.2 It is important that a core group of Members can oversee the whole process of producing this SPD and report in due course to the Planning Committee, but all Members have an open invitation to fully participate in the work of the Task and Finish Group. This follows the model used for the Local Plan Members Working group and for other Task and Finish Groups.

- 2.3 In addition to Member involvement in the Task and Finish Group the Authority will shortly be scheduling two workshops with community representatives to help inform the content of the SPD. Further, once the final draft SPD is produced it will subject to public consultation, for a period of 6 weeks. It is anticipated that the SPD will be adopted by the Authority in early 2020.
- 2.4 The Authority's Governance Review recommended that all such groups as proposed here should have a clearly defined task and end point. The Terms of Reference specify that the T&FG will seek to bring its work to a conclusion no later than April 2020.

3. Other Implications

Implication	Yes*/No
Will further decisions be required by another committee/full authority?	Only if the membership of the Task and Finish Group changes after it is first constituted.
Does the proposal raise any Resource implications?	The working group will be supported from within core budgets.
How does the proposal represent Value for Money?	The proposal sets out to ensure efficient, effective decision making and to provide a direct route for Members to input their expertise and experience.
Are there any Social Value implications arising from the proposal?	None
Has due regard been taken of the South Downs National Park Authority's equality duty as contained within the Equality Act 2010?	Yes. All member will be eligible attend the T&FG, and any reasonable adjustments will be made to enable this. The requirements of the equalities act will be considered by the working group when undertaking its review.
Are there any Human Rights implications arising from the proposal?	None
Are there any Crime & Disorder implications arising from the proposal?	None
Are there any Health & Safety implications arising from the proposal?	None
Are there any Sustainability implications based on the 5 principles set out in the SDNPA Sustainability Strategy?	The proposal contributes to principle 4: Promoting good governance

4. Risks Associated with the Proposed Decision

- 4.1 There are no substantive risks associated with this decision. It is designed to enable the Authority to undertake in depth analysis and review of the emerging SPD and to inform future decision making by the Planning Committee. This will help to ensure that opportunities to act in the best interest of the National Park are not missed.

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Appendices I. Proposed Terms of Reference of the Design SPD Task and Finish Group
SDNPA Consultees Chief Executive Officer; Monitoring Officer
External Consultees None
Background Documents [Standing Orders](#)

