

JOINT WORKING GROUP FOR CROSSWAYS AND MORETON

TERMS OF REFERENCE

1. Dorset County Council, Purbeck District Council and West Dorset District Council have agreed to establish a Joint Working Group for Crossways and Moreton to allow discussion around cross-boundary planning issues in the Crossways/Moreton area, in accordance with the statutory duty to cooperate.

Purpose

2. The main purpose of the Joint Working Group for Crossways and Moreton (the Working Group) is to provide a forum for joint working, liaison and information sharing between local authorities and parish councils with an interest in cross-boundary planning issues in the Crossways/Moreton area. The Working Group will not have any decision making powers.
3. The Working Group will assist each local authority in meeting its statutory duty to cooperate and will:
 - (a) consider the strategic planning and transport issues that affect cross-boundary matters in the Crossways/Moreton area;
 - (b) work to ensure that there is a comprehensive approach to managing impacts and steering the delivery of development in the Crossways/Moreton area, if and when it comes forward;
 - (c) consider how best to involve Parish Councils and the local community at key stages in the process;
 - (d) consider and advise on common policy approaches to include in Local Plans; and
 - (e) consider any other planning and other matters of common interest.
4. The Working Group will advise the local authorities on the outcomes of discussions in the wider interest of a comprehensive approach to planning matters in the Crossways/Moreton area.

Structure and Membership

5. The Working Group will consist of two appointed elected members from each of the local authorities and the Chairs (or Vice Chairs) of the two parish councils, as follows:
 - Two Dorset County Councillors, likely to be those representing Egdon Heath and Linden Lea electoral divisions (which cover Moreton and Crossways parishes respectively);
 - Two Purbeck District Councillors, likely to be two of the three members representing the Wool Ward (which includes Moreton parish);
 - Two West Dorset District Councillors, likely to be those representing the Broadmayne and Crossways Ward (which includes Crossways parish);
 - The Chair or Vice Chair of Crossways Parish Council; and
 - The Chair or Vice Chair of Moreton Parish Council.
6. There will be no other substitution arrangements.
7. Each elected local authority member shall be entitled to remain on the Working Group for so long as the local authority appointing them so wishes, but shall cease to be a member if they cease to be a member of the local authority appointing them to the Working Group, or if that local authority removes them.

8. Representatives of the Dorset Local Enterprise Partnership and the Dorset Local Nature Partnership will be invited to meetings where there are relevant matters to discuss, but will not be entitled to vote.
9. Representatives from other organisations may be invited to attend meetings of the Working Group from time to time, where they have a specific interest in cross-boundary planning matters in the Crossways/Moreton area, but will not be entitled to vote.
10. An officer from each local authority may also attend meetings of the Working Group. Further attendees will be at the discretion of the Chairman.
11. Purbeck District Council will service the meeting for the first municipal year (2016/17), in particular organising and note taking at meetings. These servicing arrangements will be reviewed annually and it is expected that the local authorities will rotate the responsibility.

Voting Arrangements

12. The Working Group has no executive powers and its principal purpose is to provide a forum for constituent representatives to engage constructively on cross-boundary local plan issues affecting the Crossways and Moreton area. Consequently voting will not normally be required for the majority of matters considered by the Working Group. In the event that a vote is taken, the outcome cannot prejudice decisions taken by the constituent planning authorities or their elected members. Furthermore, any voting on matters does not necessarily reflect the views of any Council. Each appointed elected member and each parish council Chair (or Vice Chair) shall have one vote. All reasonable endeavours will be made to settle matters by consensus.

Chairman and Vice-Chairman

13. The Working Group shall be chaired by an elected member representing one of the local authorities who shall hold office for the term of one municipal year.
14. The Chairman and Vice-Chairman will be reviewed annually at the first meeting after May.
15. The Vice-Chairman shall preside in the absence of the Chairman. In the absence of both the Chairman and the Vice-Chairman at a meeting, the Working Group may elect one of its local authority members to preside at that meeting.
16. The quorum shall comprise one member from each local authority. During any meeting if the Chairman of the meeting counts the number of members present and declares there is not a quorum present then the meeting can continue to allow discussion, but no vote will be taken.
17. Meetings of the Working Group will be arranged on a 'needs' basis.
18. Draft notes should be circulated within 10 working days to enable member organisations to act as soon as possible if necessary. Notes of each meeting will be circulated more widely as appropriate, and will be published on the Dorset for You website.

Responsibilities

19. To act in the wider interest of a comprehensive approach to planning matters in the Crossways/Moreton area.
20. To meet when required to receive reports, evidence and findings from officers of the local authorities and others with an interest in cross-boundary planning matters in the Crossways/Moreton area.
21. To ensure all local authorities remain fully informed and engaged with cross-boundary planning matters in the Crossways/Moreton area, and to assist in ensuring the legal duty to cooperate is met.

22. To advocate positive engagement of Parish Councils and the local community at key stages in local plan preparation.