

## Uttlesford Local Plan

### Community Stakeholder Forum Terms of Reference



#### Structure

1. The Forum is not a decision-making body in relation to the local plan but is a formal advisory vehicle within the context of the local plan governance structure.
2. The Forum will co-ordinate and relay views relating to the local plan preparation to Council officers and Members
3. Membership of the Forum will be by invitation but will be reviewed every three months and will relate to the topic under discussion.
4. The independent chair will be appointed by the Council
5. There will be a maximum of 20 members in the Forum including the chair.

#### Objectives

1. To provide the overall coordination and presentation of the views of Uttlesford communities on the requirement to accommodate new growth in employment, housing and infrastructure over the next fifteen years as part of the preparation of the new local plan.
2. To represent the views of different sections of the community interest and to maintain this representative view by liaising with constituent members and associates outside the formal meetings of the Forum to ensure that all views and concerns are encompassed and documented.
3. To ensure that views are properly reflected as collated from the various methods of digital and non-digital engagement.
4. To ensure that there is a formal and real feedback on views expressed regularly through the Council's engagement including the proposed response in the conversation on the issue and option themes to which the Stakeholder Community forum has been set up to influence.
5. To inform the communities of factual matters and topics of known concern or importance concerning, for example, population growth, development constraints, transport infrastructure, digital connectivity etc to assist them in engaging in the local plan preparation process, the information to be provided through various channels.

This approach takes its inspiration from several sources:

- The inspectors' comments on the previous local plan that the community engagement needed to more embedded process;
- The Government White Paper stressing the need for intensive, inclusive and early community engaging;
- Members' desire to ensure that the community engagement methods are inclusive and fully embracing and that all views must be considered in a balanced way to ensure that the spatial strategy is derived with as much support as possible and will work towards to achieving net zero carbon;
- In addition, the Town and Country Planning Association stresses the need for clarity around a strong vision, leadership and community engagement.at an early stage in the creation of a new or extended settlement and these characteristics will be inherent in the operations of the proposed Forum.