

APPENDIX C

STAINES-UPON-THAMES DEVELOPMENT TASK GROUP

TERMS OF REFERENCE

Purpose

To provide a strategic steer and oversight to lead officers and the consultants appointed by the Council tasked with delivering a Development Framework for Staines-upon-Thames. This will help shape and develop the town alongside the new Local Plan ~~which is being drafted, and which will be adopted in 2023.~~

Its primary purpose will be to ensure that the Staines Development Framework sets a clear vision and strategy for the transformation and regeneration of the centre of Staines, focusing on deliverable outcomes and policies. The final document plan needs to provide a workable, cost-effective plan.

Terms of Reference

1. To provide strategic steer and oversight:
 - a. Give a clear steer on what the political aspirations are for the Staines Development Framework, especially at the early 'visioning' stage
 - b. Ensure that the Staines Development Framework (as an end product) meets its stated outcomes by checking at key stages of the process (this will include ensuring it is workable and cost effective)
 - c. Challenge assumptions to ensure they are robust
 - d. Provide a 'sense check' on information, especially from stakeholder feedback, in light of local knowledge and experience
 - e. Give constructive feedback at key points in the process
2. The Staines-upon-Thames Development Group will run for the length of the Staines Development Framework process ~~(which is currently expected to be completed by March 2022).~~
3. The membership of the Group will be 12 cross party councillors appointed by the Environment & Sustainability Committee. This will comprise the Chair and Vice Chair of the Environment & Sustainability Committee, the Chairman of Planning Committee, and all ward councillors (cross party) for Staines, Staines South and Riverside and Laleham. Cllr J Sexton as a Staines resident.
4. The Chair and Vice Chair of the Group will be the Chair and Vice Chair of the Environment & Sustainability Committee respectively.
5. The Group has no decision making or executive powers
6. The Chairman of Group will report to the Environment & Sustainability Committee (as required) as the Framework progresses
7. The Chair and Vice Chair roles do not attract an SRA
8. The Group will confine itself to the Staines Development Framework and will not comment on or be consulted on planning applications within Staines-upon-Thames town centre during the development of the Staines Development Framework. Nor will it get involved in allocations and policies for the Local Plan unless directly relevant to the Staines Development Framework

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9. It is not within the remit of the group to engage or seek to engage with property developments or become involved in such development related matters
10. The Group will meet at least bi-monthly and prior to signing off the four key stages of the masterplan project (as set out in the tender process)
11. The Group will be supported by the Group Head of **Place, Protection, and Prosperity** ~~of Regeneration and Growth~~ and the Strategic Planning Manager. The Chief Executive, and other officers from the Council, will attend as required to provide strategic guidance or technical advice as necessary.
12. Committee Services will be asked to arrange the meetings in conjunction with the Chairman and the Group will keep notes of its meetings.