[WEST NORTHAMPTONSHIRE] JOINT PLANNING AND INFRASTRUCTURE BOARD

MEMORANDUM OF COOPERATION

INTRODUCTION
This memorandum establishes a framework for cooperation between the above named local planning authorities with respect to strategic planning and development issues that raise cross borough/district council boundary matters affecting them. The establishment of a Joint Planning and Infrastructure Board is central to this framework.

PARTIES TO THE MEMORANDUM
This Memorandum is signed by the following Local Planning Authorities:
- Daventry District Council
- Northampton Borough Council
- Northamptonshire County Council
- South Northamptonshire Council
- [Others as appropriate]

LIMITATIONS
The Local Planning Authorities recognise that there will not always be full agreement with respect to all of the strategic planning issues in respect of which they seek to cooperate. For the avoidance of doubt this Memorandum is not intended to be legally binding and will not restrict the discretion of any of the local planning authorities in the exercise of any of their statutory powers and duties.

ESTABLISHMENT OF THE PLANNING AND INFRASTRUCTURE BOARD
This Memorandum supports the establishment of a Joint Planning and Infrastructure Board, which will be supported by an Officer level Programme Board, and professional and technical support provided by a Joint Planning Unit. Detailed Terms of Reference for the Board are set out in Appendix A.

OBJECTIVES
This Memorandum confirms the intention of the signatory councils via their relevant Officers and the Joint Planning and Infrastructure Board to achieve the following broad objectives:
- To secure a broad but consistent approach to strategic planning and development across the [West Northamptonshire] area;
- To identify and manage spatial planning issues that impact on more than one local planning area within the [West Northamptonshire] area;
To ensure that the Local Plans and other development policies prepared by each local planning authority are, where appropriate, informed by the views of other local planning authorities across the [West Northamptonshire] area;

To support better coordination of development and investment strategies across the area including the delivery of strategic infrastructure; and

To ensure that the Duty to Co-operate is actively addressed.

STRATEGIC PLANNING AND DEVELOPMENT ISSUES

The Joint Planning and Infrastructure Board will:

- Develop and implement a programme for jointly addressing strategic planning and development issues;
- Monitor the preparation of Local Plans across the area and the implementation of adopted planning policies through the preparation of a Joint Authorities Monitoring Report;
- Support the local planning authorities in coordinating and recording all relevant activity relating to the Duty to Cooperate;
- Monitoring, review and update Infrastructure Delivery Plans;
- Prepare, maintain and update a Strategic Spatial Priorities document to support the development of a coherent and comprehensive development strategy across the [West Northamptonshire] area; and
- Maintain liaison with the Local Enterprise Partnerships and support the implementation of agreed Strategic Economic Plans to achieve sustainable growth.

TIMESCALE AND REVIEW

[Include a statement about timescale for the MOC e.g. 5 years with review after 2 years]

FUNDING ARRANGEMENTS

[Statement of intent required on shared funding for Joint Planning arrangements i.e. who are the funding partners and what is the proportion. Also who will be the accountable local authority]

SIGNATURES:
To be signed relevant Members/Officers of each Council
Appendix A

[WEST NORTHAMPTONSHIRE] JOINT PLANNING AND INFRASTRUCTURE BOARD

TERMS OF REFERENCE

Area covered by the Board
Strategic Planning and Infrastructure issues covering more than one of the following local planning authority areas:
Daventry District Council
Northampton Borough Council
South Northamptonshire Council
[Other(s) as appropriate]

Scope of the Board
- Identify and manage spatial planning issues that affect more than one local planning authority area;
- Support better coordination of development and investment strategies across the area including the delivery of strategic infrastructure;
- Ensure that the Duty to Cooperate is actively addressed.
- Development of a shared strategic evidence base, such as Housing and Economic Development Needs Assessment, to inform future Local Plans;
- A joint information and monitoring function including the production of a Joint Authorities Monitoring Report;
- To support the local planning authorities in coordinating and recording all relevant activity relating to the Duty to Cooperate; and
- Ongoing monitoring, review and updating of Infrastructure Delivery Plans.

Status of the Board
The Board has no decision making powers and cannot bind any of the participating local planning authorities in any way. [Decision required on whether meetings will be held in public/private]

Membership
The Board shall have equal representation from each of the partner Councils comprising x elected members for each.

Observers
The Board may invite Members of other Local Authorities and organisations to attend as observers.

Appointment of Members
Each LPA to appoint Members to the Board in accordance with their own constitution. Appointments should include the relevant Portfolio holder with responsibility for Planning.

Meetings
To be held quarterly with the ability of the Chair to both cancel scheduled meetings if there is insufficient business to conduct and call special meetings should issues arise between scheduled meetings?
Venue and Administration
[Rotating venues – Democratic Services support to be provided by the local authority of the Chair from time to time]

Chairmanship
[To rotate annually by convention]

Technical Support
Programme Board – Senior Officers with lead responsibility for Planning from each LPA. Joint Planning Unit – as per restructure.