

Milly Southworth

From: Torpoint Town Council <admin@torpointtowncouncil.gov.uk>
Sent: 29 February 2024 13:55
To: Milly Southworth
Subject: FW: 2024 refresh of the Cornwall Planning Partnership: your invitation to apply

Harriet Bastin

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From: Nic Phillips <Nic.Phillips@cornwall.gov.uk> **On Behalf Of** positiveplanning
Sent: 28 February 2024 15:13
Cc: CornwallALC Enquiries <enquiries@cornwallalc.org.uk>; positiveplanning <positiveplanning@cornwall.gov.uk>
Subject: 2024 refresh of the Cornwall Planning Partnership: your invitation to apply

Information Classification: CONTROLLED

Dear all

Cornwall Council and the Cornwall Association of Local Councils would like to invite new members to join the refreshed [Cornwall Planning Partnership](#) (CPP). **Clerks and Chairs, please cascade this email to your local councillors.**

The Partnership aims to be a vehicle for encouraging two-way communication on planning issues of interest to local councils and there will be the opportunity for members of the group to join workshops or meetings for specific purposes including the [Community Infrastructure Levy \(CIL\) Fund Panel](#). We anticipate no more than 2 meetings a year. The CIL Fund Panel meets around every 6 months.

The group will have members from each Community Area Partnership (CAP) area to ensure geographic representation and we would like both local council clerks and councillors to join. You need to have a keen interest in planning issues and will be representing the parish perspective on Cornwall-wide planning issues. CPP members would:

- Attend bespoke meetings, working groups, eg there is a CIL Fund Panel sub-group of 6 members
- Respond to any requests for input/feedback by email
- Feedback non-parochial planning issues and wider training needs identified within your CAP via the [positiveplanning](#) inbox

Our [Cornwall Planning Partnership protocol](#) sets out how Cornwall Council and its planning partners will work together. The [attached role profile](#) and [terms of reference](#) set out expectations and more information about being part of the group.

As a member of the CPP, you also are invited to the monthly Cornwall Council Member Modular planning training sessions, if you wish to attend.

How to apply

If you think you could play an active role in the new Planning Partnership, **please complete the [application form](#), confirm that your council endorses your application, and return it to positiveplanning@cornwall.gov.uk by 12 noon on Thursday 28 March.**

We aim to have one representative from each CAP area and a mix of clerks and local councillors. If we are over-subscribed in an area, then we will need to make a selection week beginning 2 April and your personal statement will form part of this process.

Some important dates to be aware of and that volunteers would need to attend include:

- Welcome meeting for the Planning Partnership and training for the CIL Fund Panel – 9 April 2024 – 10.30-12 noon
- CIL Fund Panel – 10 May 2024

If you have any questions, please contact us at positiveplanning@cornwall.gov.uk

Kind regards

Nic Phillips | Senior Development Officer (Specialist)

Cornwall Council | Planning and Housing Service

nic.phillips@cornwall.gov.uk Tel: 01872 322222 (and say my name) Mobile: 07599 112099

www.cornwall.gov.uk 'Onen hag oll'

Please note that I work part-time. My normal working days are Tuesdays, Wednesdays, Thursdays.

To keep up-to-date with changes in Planning, please check [Planning and Building Control - Cornwall Council](#) and [What's new in planning - Cornwall Council](#)

Please let us know if you need any particular assistance from us, such as facilities to help mobility, vision or hearing, or information in a different format.

Please consider the environment. Do you really need to print this email?

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Role Profile for Planning Partnership Member

Members of the Cornwall Planning Partnership attend as individuals, and it is essential that they are able to remain independent of their own, nominating council. It is important that a Partnership member can remain objective to the purpose of the group and works constructively to support the planning system within Cornwall Council offering a forum for discussion and commentary as necessary. This role profile should be read in conjunction with the Cornwall Planning Partnership Protocol (February 2024) and Terms of Reference for the group on the Planning Partnership webpage.

Role of the Planning Partnership

- To enhance partnership working and assist in service improvement in the planning process
- To provide a way of sharing best practice, expertise and information about projects and activities where this will be helpful in contributing to increased knowledge and awareness
- To work with the Planning Policy team to help with collective responses to cross-cutting government consultations and Parliamentary calls for evidence, etc
- To work with the Infrastructure Team to provide local council perspective for the CIL fund rounds
- To provide a route for sharing information and responding to ad-hoc issues via email
- To form better relationships between Cornwall Council and local councils

Role of members of the Planning Partnership

- Through effective communication and consultation to assist in identifying service improvements including co-design of guidance, processes and policies for the benefit of local councils in the planning system
- To develop constructive relationships with other members of the Planning Partnership to inform of the role of local councils in the planning system
- To attend any meetings/workshops/working groups of the Planning Partnership as a representative of the local council sector
- To ensure the Planning Partnership responds constructively to the issues referred to it
- To communicate planning and development related issues for consideration
- To work with the Committees of the Planning Authority on behalf of local councils to raise awareness of planning matters from the local council perspective as appropriate

Skills and Knowledge

- Good listening and questioning skills
- Ability to build effective relationships
- Good communication skills with officers, councillors and other Partnership members
- Ability to weigh up evidence and make suggestions based on that evidence
- An understanding of the Council's planning decision making and its challenges
- An awareness of the strategic importance of planning functions to the Council
- To participate objectively, looking for opportunities to improve the planning service and remain non-parochial during communications/discussions

NOTE: The Code of Conduct applies to all councillors serving on the Planning Partnership. As a respected forum for liaison with Cornwall Council, members are expected to meet the standards

in public life at all times. Where a member has been found in breach of the code of conduct, they may be asked to step down from membership of the partnership.



Cornwall Planning Partnership

Terms of Reference

Membership

The group will be made up of the following:

- Cornwall Council: Strategic Manager, Senior Development Officer (other key officers and Planning & Housing Portfolio Holder to be invited as appropriate)
- CALC: A core of 12 members drawn from local councils in Cornwall (1 member from each Community Area Partnership (CAP) area) made up from councillors and clerks, who are not currently members of Cornwall Council (no two members from the same local council)
- County Executive Officer, Cornwall Association of Local Councils + 1 CALC Executive Member

Members will be drawn from nominations from parishes corresponding to the CAP areas to ensure geographic representation from all areas. If oversubscribed, selections will be done by the CALC County Executive Officer, Strategic Manager and Localism Manager.

Members of the group attend in their own right and are not deemed to be representatives of their local council. Any vacancy on the partnership will be filled by nomination drawn from the relevant CAP area. Membership of the panel shall be reviewed every two years.

For bespoke meetings, the chair can rotate around members of the group and all members of the partnership will respect the confidentiality of information provided.

Remit of the group

- The functions and roles of the group is set out in the Cornwall Planning Partnership protocol (February 2024).

What CC Planning & Housing would do

- Provide a route for sharing information and responding to ad-hoc issues via email using the positiveplanning inbox
- Liaise with DM managers on DM procedure issues and communicate as necessary including direct mail-outs, newsletters and website
- Share information/training on planning changes and issues to local councils to assist in planning knowledge and improvement including invites to our Member Modular Planning training for Planning Partnership group members
- Provide online planning induction training for Local Councils following Cornwall-wide local elections, and offer a refresher at mid-term, and publish resources on the website

- Provide online 3-4 planning training/key update events for Local Councils each year, and publish resources on the website
- Strengthen working relationships between Cornwall Council and local councils by offering opportunities for meeting/working groups for specific purpose eg CIL funding rounds, feedback requests – design coding etc
- Publicise Planning Partnership outputs as necessary including using newsletters and website

What regular Planning Partnership members would do

- Volunteer and attend bespoke meetings, workshops, or working groups, and complete any training necessary eg CIL Fund panel sub-group (6 members)
- Respond to any requests for input/feedback by email
- Feedback training needs and requests for topics for the quarterly Teams sessions via the positiveplanning inbox

Scope, procedure arrangements and deliverables

- The partnership will be serviced from within Cornwall Council
- The group has been formed to communicate and discuss topics and is not a decision-making body
- This group will communicate issues using the positiveplanning inbox
- This group shall meet as agreed for a specific topic/purpose including any sub-groups
- Feedback and updates will be communicated via the webpages and newsletters
- Training and resources will be published on the local council planning webpages