

**West of England  
Planning, Housing & Communities Board  
14 March 2012**

**Agenda item 2c – Draft Terms of Reference for the West of England  
Planning, Housing & Communities Board**

Membership of the West of England Planning, Housing & Communities Board comprises the Executive Members with responsibility for planning and housing from each West of England unitary authority.

A quorum is a minimum of three unitary authorities represented. Where only one member represents an authority at a meeting, that member's vote shall count twice. Members can nominate a substitute.

The Planning, Housing & Communities Board shall:

- Advise and make recommendations to the Partnership Board and to Council Cabinets, working with the Joint Scrutiny Committee, Joint Transport Executive Committee and the Infrastructure and Place Group.
- In accordance with Section 110 of the Localism Act 2011 (the Duty to Cooperate), oversee and collaborate on sub-regional planning and development issues.
- Collaborate in delivering the levels of growth proposed by the authorities' Local Plans and supporting documents in ways that secure mixed and sustainable communities in new developments and through regeneration of existing developments, across the sub-region, and oversee relationships with the Homes & Communities Agency and Housing Delivery Panel in dealing with these issues.
- Support the delivery of the housing and employment land allocations being set out by the local development frameworks and appropriate improvements to local employment, social and physical infrastructure through appropriate mechanisms that link development with infrastructure provision and sources of funding.
- Sharing and implementing best practice in achieving a balanced housing market, particularly the provision of affordable housing, specifically by making recommendations about investment in public and private housing stock to address existing, unmet and future need.

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