

## Terms of Reference: Infrastructure Working Group

## Annex 1

<b>1) Remit</b>	The infrastructure working group is a joint Member and officer consultative and working group set up to work jointly and collaboratively on infrastructure capacity, infrastructure requirements, infrastructure related to development and infrastructure delivery across the Borough, using CIL or other funding streams.
<b>2) Membership of Group</b>	<p>Portfolio Holder for Planning, WBC  WBC Member representative  SCC Member representative  (the above to include representation from both main political parties also)</p> <p>Head of Planning, Woking BC  Planning Policy Manager, Woking BC  Promoting the Borough Manager, Woking BC  Corporate Policy Manager, Woking BC</p> <p>For Surrey CC the following areas would be represented as required:  Spatial Planning  Transport Policy  Infrastructure Agreements  School Commissioning  Economic Development  Property Services</p> <p>The group will reserve the right to seek representation from other borough and county service areas as required.</p>
<b>3) Meetings</b>	Bi -monthly and more frequently as and when required.
<b>4) Aim of the group</b>	<ul style="list-style-type: none"> <li>• To meet the challenge of aligning infrastructure delivery to development coming forward on the back of the Core Strategy,</li> <li>• To deliver the infrastructure requirements of the Core Strategy as amplified in the Infrastructure Delivery Plan.</li> <li>• To facilitate delivery of the schemes identified in the CIL Regulation 123 list.</li> <li>• To coordinate with other infrastructure providers including utility companies.</li> </ul> <p><b><u>Objectives</u></b></p> <p>The working group objectives are:</p> <ul style="list-style-type: none"> <li>• to provide a co-ordinated and consistent response to delivery of the infrastructure set out in policies of the Core Strategy;</li> <li>• to ensure that overarching infrastructure delivery mechanisms are secured;</li> <li>• to advise the Joint Committee on the Reg 123 List schemes and their priority, in delivery terms, to ensure maximum benefit to the community</li> </ul> <p>To achieve the team will responsible for;</p> <ul style="list-style-type: none"> <li>• Programme management</li> <li>• Coordination of projects Monitoring and delivery of project priorities</li> </ul>

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	<p>and targets</p> <ul style="list-style-type: none"> <li>• Performance chasing</li> <li>• Regular upward reporting to the Joint Committee both during and after delivery of each project</li> <li>• Working up of implementation plans</li> <li>• Identification of opportunities for using current and future council assets, co-location of services / facilities and influencing investment decisions to ensure high standard of infrastructure provision for all communities including those areas of major new development.</li> <li>• Identification of current and future infrastructure expenditure and funding streams.</li> <li>• Project timescale monitoring</li> </ul> <p>To achieve this the group will:</p> <ul style="list-style-type: none"> <li>• Receive and review regular project progress reports from Project Managers and Project Delivery Leaders internally and externally to the Council(s)</li> <li>• Report project progress updates to the Joint Committee</li> <li>• Feedback updates, changes and amendments to project plans from the Joint Committee to the Project Managers</li> <li>• Consult with relevant community and other groups</li> </ul>
<p><b>5) Output</b></p>	<p>Bi Monthly project progress updates to Woking’s Corporate Management Group  Reports to Joint Committee on CIL priorities</p>