

Neighbourhood Plan Continuity Committee

Terms of Reference 2017-18

Composition: Elected Members – 9 plus Mayor, Deputy Mayor (ex-officio)

Objectives:

1. To ensure the delivery of the individual components of the Thame Neighbourhood Plan (TNP).
2. To prioritise, timetable and plan the delivery of those components.
3. To ensure that there is a consistent and comprehensive approach to the delivery of the TNP across Thame Town Council whilst acknowledging the responsibilities of existing standing committees.
4. To involve and access the skills and enthusiasm of the community of Thame in achieving the delivery of the TNP and its individual components.
5. To take account of, and recommend response to, the impact of external events, and changes, that may require amendment of the TNP whilst retaining the principles that underpin it.

Delegations are:

- a) Planning and monitoring the delivery of the TNP in accordance with the “Thame Neighbourhood Plan - Delivery Strategy”.
- b) Investigating any external factors that could impact on the delivery of the TNP, with recommendations as appropriate to Council.
- c) Consideration of any actual changes that may be required to the TNP.
- d) Delivery of a regularly maintained progress report on the TNP deliverables, with reference to the “Thame Neighbourhood Plan - Delivery Strategy”, for formal publication on a 6 monthly basis.
- e) Organisation of any TNP related events including community briefings.
- f) Responding to queries from other organisations on Neighbourhood Planning.
- g) Working with other Committees, and the Planning & Environment Committee in particular, to ensure effective management of any TNP related overlaps / gaps.
- h) Inviting other individuals or representatives to attend and speak at Committee meetings.
- i) Appointing Working Groups (with defined Terms of Reference) either on a long term or task based basis, concentrating on a specific component of the TNP. Such working groups will be composed of Councillors and community representatives. The latter's involvement will be consistent with the individual component under review e.g. housing development will include Resident Associations, shopping will include retailer organisations etc.