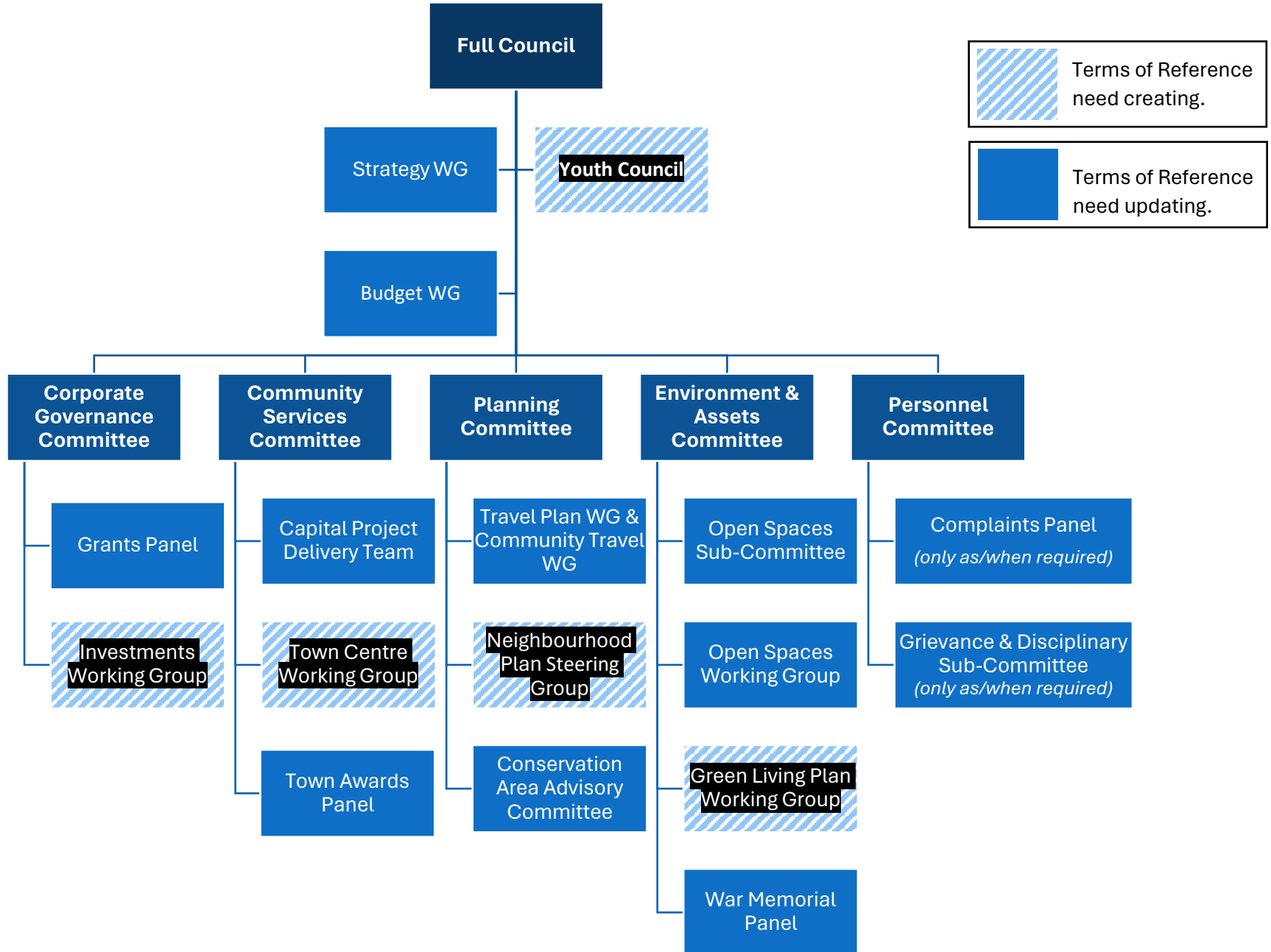


Committee Structure 2024-25 – with provisional working groups



Overview of proposed working groups

Corporate Governance committee

- **Grants Panel** – To manage the annual community grants scheme and make recommendations on grants to be awarded.
- **Investments Working Group** – To review the Town Council's Investment Strategy and work with the RFO on any changes to the Town Council's investment portfolio.

Community Services committee

- **Capital Project Delivery Team** – To deliver a new community and youth building with changing rooms, public toilets, and catering kiosk on Southern Road Recreational Ground. Working to an initial whole project budget of £4m.
- **Town Centre Working Group** – To progress projects with relevant stakeholders concerning the town centre and maintaining its vibrancy, e.g.: CCTV, Town Fair, Markets, Christmas Lights, Public Art.
- **Town Awards Panel** – To support the delivery of the annual Town Awards scheme, consider nominations, and decide award winners.

Planning committee

- **Travel Plan Working Group** – To work with partners to ensure effective and safe travel and transport provision within Thame, including accessibility, public / private transport, walking and cycling.
- **Neighbourhood Plan Steering Group** – With input from the community, provide support and input in the TNP process, including monitoring, researching, and publicising. Providing regular updates and making recommendations to Full Council where necessary.
- **Conservation Area Advisory Committee** – Considering applications within the Conservation Area and giving advice citing material planning considerations, and considering any alterations to the Conservation Area boundary.

Environment & Assets committee

- **Open Spaces Sub-Committee** – To deliver the refurbishment of Elms Park.
- **Open Spaces Working Group** – To progress projects with relevant stakeholders concerning the development and maintenance of town council owned assets. To incorporate the remit of the inactive Burial Spaces Working Group.
- **Green Living Plan Working Group** – To support the Environmental Project Officer in implementing the Thame Green Living Plan.
- **War Memorial Panel** – To consider additional names to the War Memorial.

Personnel committee

- **Complaints Panel** (*only as/when required*) – Convened when complaints are unable to be resolved and are progressed through the complaint's procedure.
- **Grievance & Disciplinary Sub-Committee** (*only as/when required*) – handle any grievance and disciplinary matters or pay disputes in accordance with the Council's Disciplinary and Grievance Policies and Procedures.

Full Council

- **Strategy Working Group** – To deliver a strategy for TTC, have oversight of all TTC projects and monitor progress / priorities. Manages expenditure of CIL and S106 in line with agreed priorities.
- **Budget Working Group** – To consider the draft budget and make recommendations to Full Council on the final budget.
- **Youth Council** – Working with Lord Williams's School's School Council. Youth Council subject to scoping.