

## **Armthorpe Neighbourhood Development Plan**

### **Terms of Reference for the Steering Group**

**The following are for discussion at the Steering Group meeting on 16<sup>th</sup> October 2012.**

#### **Purpose of Terms of Reference:**

The terms of reference for the work of the Steering Group establish the parameters of the Group and are to be used to guide its work throughout the production of the Neighbourhood Development Plan. They could include:-

1. To consider the processes and programme for the production of the Armthorpe Neighbourhood Plan.
2. To examine the technical and regulatory requirements of the plan.
3. To consider and provide advice on the consultation and engagement programme and content of the plan.
4. To be a link between the Parish Council and other organisations, residents and businesses in Armthorpe.
5. To make recommendations to the Parish Council on the items under consideration at its meetings.
6. To take any delegated action as requested by the Parish Council on the production of the plan.
7. To act as a filter and sounding board for the Parish Council on the issues surrounding the plan.
8. To receive reports, papers and information from the contracted consultant engaged by the Parish Council for the production of the plan.
9. To act as a conduit through which wider discussions on the plan can be held and organised.

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10 October 2012