



BOGNOR REGIS TOWN COUNCIL

TERMS OF REFERENCE

NEIGHBOURHOOD PLAN COMMITTEE

Adopted by the Council at its Meeting held on 5th September 2016

BOGNOR REGIS TOWN COUNCIL

TERMS OF REFERENCE: NEIGHBOURHOOD PLAN COMMITTEE

9 Members of the Authority

Quorum = 3

Function of Committee Column 1		Delegation of Functions Column 2
1.	To monitor the adopted Bognor Regis Neighbourhood Plan and make recommendations to Council for a review if triggered by:- <ul style="list-style-type: none">• Progress on the ADC Local Plan• Changes in legislation	<ul style="list-style-type: none">• Committee strategic overview• Town Clerk for management
2.	Housing To lobby for sufficient affordable housing and an adequate range of housing types.	<ul style="list-style-type: none">• Committee strategic overview• Town Clerk for management

TERMS OF REFERENCE: NEIGHBOURHOOD PLAN STEERING GROUP

Introduction

The requirement for a Steering Group to be considered by the Neighbourhood Plan Committee. The objective of the Steering Group would be to monitor and review if necessary the adopted Bognor Regis Neighbourhood Plan.

Membership and Quorum

Members appointed by the Neighbourhood Plan Committee, including a minimum of 3 Councillors
The Steering Group shall be quorate when 3 Councillors are present.

Tasks

The Steering Group will:

- Make recommendations to Neighbourhood Plan Committee and keep them fully informed of review triggers, presenting all Steering Group Minutes for endorsement by the Neighbourhood Plan Committee and adoption by the Town Council.
- Organise meetings in liaison with Town Council Officers