

Neighbourhood Plan Scrutiny Task and Finish Group Terms of Reference

1.0 Objectives

- 1.1 Develop a policy in support of the Council's role to provide advice and guidance for designated Neighbourhood Plans within Rutland.

2.0 Scope

- 2.1 The development of the Policy will require:
 - 2.1.1 A review of the existing practice to date in providing advice and guidance to designated Neighbourhood Plans, taking account of the Council's responsibilities under Government Regulations;
 - 2.1.2 Consultation with Parish Councils and Neighbourhood Plan bodies; and
 - 2.1.3 A review of good practice from around the country.
- 2.2 The review of advice and guidance will include but will not be limited to:
 - 2.2.1 Requirement in relation to Neighbourhood Plans meeting "basic conditions";
 - 2.2.2 Requirements in relation to the governance and working arrangements of Neighbourhood Plans;
 - 2.2.3 Requirements in relation to consultation on Neighbourhood Plans;
 - 2.2.4 Opportunities to provide training and development to Neighbourhood Plan bodies
 - 2.2.5 Complement the Council's existing development management policies without unnecessary duplication and to identify and address any important gaps these.
 - 2.2.6 Help parishes produce a lasting document which has the potential to sit well with emerging Rutland and national policy, with a clear timetable for review.

3.0 Roles and Responsibilities

- 3.1 The membership of the Task and Finish Group will be Cllrs Oxley, Lammie, Bird, Mann and Stewart.
- 3.2 The Planning Policy Manager will support the Group by coordinating all requests for information held by the Council.

4.0 Key Milestones

Activity	Provisional Dates
Information gathering	Sep 2016 to Nov 2016
Consultation	Oct 2016 to Feb 2017

Appendix 1

Reviewing good practice	Dec 2016 to Feb 2017
Policy development	Feb 2017 to May 2017
Report to Scrutiny	May 2017