

RINGWOOD TOWN COUNCIL**TERMS OF REFERENCE****TOWN PLAN CO-ORDINATING COMMITTEE**

1. To advise the Council on arrangements to be made for implementation of a Market Town Healthcheck, the preparation of a Town Plan and Supplementary Planning Guidance.
2. To undertake within the overall policies and approved budget of the Council the following duties and functions in implementation of the work allocated to the Committee:-
 - (a) Establishing a Steering Group comprising Councillors and representatives of all organisations within the town.
 - (b) Establishing appropriate working groups to enable the completion of the Market Town Healthcheck documentation.
 - (c) Preparing statistical analysis of the Healthcheck working sheets.
 - (d) Preparing, in consultation with the Steering Group, a Vision Statement for the town.
 - (e) Ensuring full community involvement in all work relating to the Healthcheck and the preparation of the Vision Statement.
 - (f) Making appropriate arrangements for full publicity prior to undertaking the Healthcheck and subsequently when the results thereof have been prepared.
 - (g) Liaising with other Committees of the Council on preparation of specific aspects of the Town Plan and in particular with the Planning, Town and Environment Committee on the preparation of any Supplementary Planning Guidance for incorporation in the Local Development Framework.
 - (h) In liaison with all sections of the Community and following completion of the Healthcheck to prepare for consideration by the Steering Group and Council a Town Plan incorporating the Vision Statement and an Implementation Strategy.
3. To work with neighbouring authorities, including those in the County of Dorset, to ensure that any documents prepared for the Town, or for the neighbouring areas, take account of the relationship of the Town with those areas.