

Steering Groups

Main Purpose of Steering Groups

To oversee the preparation of the Neighbourhood Plan (NDP) for the parish ensuring extensive community engagement to gain residents support at the local referendum
The Steering Group will be hosted and supported by the parish council

Key Roles

To be accountable for steering and providing strategic management of the NDP

To ensure key milestones are met by the Project Team.

Agree a position on specific issues to lead to an agreed policy approach.

Encourage, strengthen and promote ongoing communication links with and between key organisations to ensure they are informed of progress of the Neighbourhood Plan.

To commission specific areas of evidence and analysis as required.

To promote the objectives of the Neighbourhood Plan for the parish

To approve and sign off key stages of plan and final plan prior to the local referendum.

To act as the public face and principal contacts with the local communities for the NDP

Aims of Steering Group

To guide and provide assistance and advice to the project team in the production of the Neighbourhood Plan.

To bring together appropriate local expertise and facilitate joint community working in developing the Neighbourhood Plan (Focus/Theme Groups)

To assist and help facilitate discussions with relevant and interested groups in the community to promote active involvement in the Neighbourhood Planning process.

To build relationships to other groups and stakeholders

To have strong links with the consultants who provides operational expertise, suggests actions and refers items of importance to be discussed by the Steering Group.

To provide updates when and as necessary to the parish council and relevant local authorities

Meetings will be open to the public to attend and the minutes will be available for on the parish web site.

The Steering Group will meet at least monthly, if required.