

## Earley Town Plan – Working Group (WG) Terms of Reference

- 1 The Working Group (WG) to consist of representatives from all the standing committees and to be representative of all political interests.
- 2 The WG will elect a chair at the first formal meeting.
- 3 The WG will be directly accountable to Full Council and will report to residents annually at the Town Meeting.
- 4 The WG will draft a vision for adoption by Full Council
- 4 The purpose of the WG will be to review the Town Plan against the adopted vision. This will be done on a regular basis and make recommendations to Full Council with the aim of setting a strategy for making Earley the best achievable and affordable environment, providing value for money services and amenities to create a cohesive community for our residents with short, medium and long term objectives.
- 5 The intention will be to provide a strategic Town Plan framework to enable the Town Clerk to produce an implementation plan consisting of a delivery model containing milestones, timescales, approximate costs and outcomes.
- 6 The WG will consider and recommend how each standing committee will monitor and advise on progress for its area of responsibilities which in turn will inform the budgeting process.
- 7 The WG will consider how stakeholders can be identified and engaged to ensure community input and ownership.
- 9 The WG will revise the Town Plan in accordance with the new boundaries and Parish areas.
- 10 The WG will consider the declaration of a Climate Emergency as a central theme.

24/10/2023