

4.1 Strategic Planning Committee

Quorum: Three (minimum) or one third of total committee membership whichever is greater Town Councillors.

Terms of Reference:

The Strategic Planning Committee will undertake the following functions (and may delegate those functions indicated to the Planning and Traffic Advisory Sub Committees):

- 1) Promote the economic development of Chipping Norton
- 2) Manage the Council's assets in the public realm (street furniture etc) ensuring that all such assets remain in good repair
- 3) Keep the appearance of the public realm (and particularly the town centre) under review (regardless of ownership) and identify where additional (or less) street furniture/signage etc would be of benefit to the town
- 4) Develop strategies for the improvement of the public realm and make recommendations as appropriate to the Council
- 5) Keep the Chipping Norton Neighbourhood Plan under review
- 6) Develop projects which further the East Chipping Norton Vision Statement and make recommendations to the Council
- 7) Review possible green infrastructure projects, develop partnerships to deliver such projects and make recommendations to the Council
- 8) Authorise items of expenditure which are provided for within the approved budget for the Committee
- 9) Exercise the Council's functions as a burial authority, delegating to officers as appropriate
- 10) Ensure that the cemetery and associated buildings, walls and fences are kept in good repair and that risk assessments and safety inspections are undertaken regularly.
- 11) Review Cemetery fees and charges annually and make recommendations to the Finance & Resources Committee
- 12) Manage Pool Meadow
- 13) Consider the carbon footprint and biodiversity impact of any decision, as stipulated in the Climate Emergency Declaration

Functions which may be delegated to the Planning Sub Committee:

- 14) Consider and make observations on planning applications within the Council area and subject to consultation by the relevant planning authority
- 15) Monitor planning decisions made by the planning authority
- 16) Make representations on planning enforcement matters
- 17) Make representations, as appropriate, on planning appeals

Functions which may be delegated to the Traffic Advisory Sub Committee:

1. The Committee shall consist of 6 Town Councillors and members from West Oxfordshire District Council and Oxfordshire County Council, including Traffic engineers, Thames Valley Police and the CN Community Resilience Group. Other organisations may be invited to attend in an advisory capacity.
2. The Quorum shall be at least 4 CN Town Councillors
3. A Chair shall be elected at the first meeting of the new municipal year
4. The Committee is an advisory committee reporting to the full Town Council and to the Community. Any advice will be reported to the full CNTC & Community for consideration.
5. The committee has no budget responsibility or delegated powers apart from those set out in paragraph 6 below.
6. On matters that require further research, for example a more detailed report or seeking further clarification from a third party, the Committee shall have delegated power to act.
7. The scope of the Committee will include traffic related matters-
 - HGVs
 - Road safety
 - Speed data
 - 20mph limit & other traffic limits
 - Traffic and Traffic flow
 - Travel choices
 - School Travel
 - Air Quality and Pollution
 - Drain Covers
 - Line Painting
 - Parking
 - Repairs to Pavements and Roads
 - Street lighting

This list is not exhaustive.

The Committee shall meet at least two times per year (March and October) and such other occasions as deemed necessary