



Odiham and North Warnborough Neighbourhood Plan Review Group Terms of Reference

The Odiham and North Warnborough Neighbourhood Plan was adopted in July 2017 following a public referendum on 4 May 2017. It contains both Planning Policies and Aims and Proposals which will be delivered and implemented by the respective Planning Authority or the Parish Council in partnership with a variety of different stakeholders and public and commercial bodies.

On the fifth anniversary of the made Plan, Odiham Parish Council resolved to review the Plan during its sixth year, in 2023/24.

1. Purpose

The purpose of the Review Group is:

- i) To review the effectiveness of the policies in the current Plan against planning decisions, local and national policies and current local need.
- ii) To advise the Council on the appropriate method and timescales for review.
- iii) Subject to the Council's approval, to produce a workplan which meets Neighbourhood Planning legislation and aims to produce the revised Plan by 31st March 2024, for adoption by Odiham Parish Council and Hart District Council.

3. Membership

The Review Group will consist of:

- i) The Chair of the Planning & Development Committee.
- ii) Any Councillor who wishes to join the group, as appointed by the full Council.
- iii) A maximum of 3 members of the public who have an understanding of local issues and the context of the NH Plan. Members will be appointed by name by the full council and will not have voting rights.
- iv) The Review Group will be supported by an Odiham Parish Council officer wherever possible.

4. Responsibilities

- i) The Review Group is empowered to liaise with consultants to obtain quotes on behalf of the Parish Council.
- ii) The Review Group has no financial responsibility or spending authority. Any required expenditure will be recommended to full Council for agreement.
- iii) The Review Group has authority to liaise with Hart District Council planning to seek guidance when reviewing the Plan.
- iv) Consult the community on any proposed revisions so long as those revisions are in line with professional guidance and have been approved by the Parish Council.
- v) The Working Group must acknowledge OPC's duty to provide for all demographics within the community and must not discriminate against protected characteristics.
- vi) Data Protection – the Working Group's work must comply with the Data Protection Act and members must have regard to OPC's Data Protection Policies. Documents will be subject to requests for public inspection in accordance with the Freedom of Information Act/Environmental Information Regulations.



4. Meetings

- i) Meetings will be called as necessary to meet the agreed time scales and at a day/time which meets the majority of members.
- ii) The quorum for each meeting is 3; 2 Councillors and 1 independent member of the community.
- iii) Any conflict of interest with local planning matters must be declared. Conflicts of Interest - Working Group members should declare an interest where there is a potential financial or pecuniary benefit to themselves, or their company/organisation arising from the decisions or recommendations of the group.