**Oakham Town Council**

**Recreation and Planning Committee**

**Terms of Reference (RPC)**

**Approved by Council on 10th July 2019**

**Purpose of the Committee**

The purpose of the committee is to debate issues, determine decisions and to assist Council, through the provision of an informed community perspective, on planning applications, development, use, planning and service delivery of parks, play areas, community facilities, including toilets, allotments, Tennis/Bowls clubs, recreation, culture and social programs that best represent the needs and support of current and future residents which have a bearing on social cohesion and environmental wellbeing.

**Powers:** To oversee the finance allocated to the Committee, for which it has delegated powers to make decisions and spend within the budget headings allocated to the Committee by the Council: Play equipment, Grounds Maintenance, Planting and Tree Surgery, Street and Park Furniture, Other Expenses, Promotion of Oakham and Additional Maintenance. Any virement applications must be referred to full Council.

**Frequency of meetings:** Monthly (10 per year)

**Specific brief to:**

* all meetings will be advertised as required by Standing Orders and will be open to the public

* the quorum will be four members
* the RPC can delegate authority to an officer of the Council as per the Local Government Act 1972 Section 101(2)
* has full delegated authority to consider and make comments and recommendations on all planning applications received by the Council from the Local Planning Authority (Rutland County Council)
* to oversee progress on any leisure or recreational projects and shall assist with the active promotion of the parks in conjunction with the Promotion and Publicity working group and to make decisions and spend within the budget allocated
* consider projects and associated costs
* consider and recommend any improvements variations, improvements or alterations to the Council leisure and recreation facilities
* monitor and enact changes to the ground’s maintenance contract within existing budgetary constraints
* annually inspect and review the use of the Council's recreational facilities
* receive quarterly play equipment inspection reports and to make decisions thereof
* liaise with any appropriate external bodies and agencies