



OAKHAM TOWN COUNCIL

RECREATION AND PLANNING COMMITTEE

TERMS OF REFERENCE

Approved by Council on 24 February 2021
Reviewed 12 April 2025
Next Review 12 April 2030

Terms of Reference

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 and Events. Any virement applications must be referred to full Council.

Frequency of meetings: Monthly (10 per year)

Specific brief to:

1. Members will be invited to attend meetings which will be held in the Council chamber or via Zoom platform. Public Notice of the meeting shall be given in accordance with Schedule 12 of the Local Government Act 1972.
2. The quorum will be four members
3. The committee can delegate authority to an officer of the Council as per the Local Government Act 1972 Section 101(2)
4. 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)
5. To oversee progress on any leisure or recreational projects and shall assist with the active promotion of the parks in conjunction with the Events working group and to make decisions and spend within the budget allocated
6. Consider projects and associated costs but will be submitted to full Council to ratify
7. Consider and recommend any improvements variations, improvements or alterations to the Council leisure and recreation facilities
8. Monitor and enact changes to the Ground's Maintenance contract within existing budgetary constraints
9. Appointed members should annually inspect and review the use of the Council's recreational facilities
10. Receive quarterly play equipment inspection reports and to make decisions thereof