

Conningbrook Park Task and Finish Group

Terms of Reference.

The Terms of Reference were agreed by the Task and Finish Group on 7th July and approved by the Planning Committee on xxx. These Terms of Reference were adopted by the Full Council on xxx.

- 1) The Role and Objective of this Task and Finish Group (the Group) is to focus the work of the Planning Committee relating to the Conningbrook Park site approved by Ashford Borough Council in June 2020.
 - i) The purpose is to open a dialogue or correspondence with the developer(s) of the site, and encourage them to communicate with the Council and Kennington Residents.
 - ii) To make a statement of issues that have been determined by decisions of Ashford Borough Council and those which remain to be determined.
 - iii) Identify key areas where the Council could influence the development, in design and other aspects going forward, particularly community assets and facilities.
 - iv) To make recommendations to the Planning Committee on how best to proceed.
- 2) The Group will determine its pattern of meetings, taking into account other meetings of the full council and committees. The meetings will maximise the use of virtual meeting technology.
- 3) The Group will provide updates or reports to the Planning Committee following each meeting, which may be oral or written.
- 4) The Quorum is defined as a minimum of 2 of the Group's members, except for the approval of recommendations, where it is 3.
- 5) The Group will be comprised of 5 members,
 - i) Membership will draw from the Planning Committee and will include at least one non-committee councillor and one member of the public.
 - ii) The Group will work closely with the ABC Ward Member for Kennington.
- 6) The Planning Committee will review the Group no later than January 2021 to consider declaring that its work is complete.