

**Role of the Town & Area Plan Champion
(agreed by Cabinet in January 2013)**

Context for the role

To deliver its strategic aim of being an excellent council which is close to its community, the County Council invited the town and community councils and the businesses, community and voluntary sectors in each of its main towns and the smaller outlying communities which relate to them to join together to develop town and community plans. These are living documents which will be subject to regular reviews and which set out

- the current situation in the towns
- the key challenges and opportunities which they will face over the next decade
- a vision for each town which will provide it with a sustainable future, and
- realistic and achievable actions which will deliver that vision.

Purpose of the role

To drive delivery of the priorities identified within the relevant Town and Area Plan

To facilitate effective communication within the Member Area Group and with other relevant local town and community stakeholders in relation to the Town and Area Plan

To lead the process for identification, review and development of emerging priorities within the relevant Town and its associated Communities

Accountabilities

- a. Contribute towards the development of corporate policy in relation to Town & Area Plans through participation in the Town & Area Plan Co-ordination Group
- b. Communicate corporate developments relating to Town & Area Plans to the relevant Member Area Group
- c. Feedback opinions expressed at the Member Area Group to the Town And Area Plan Co-ordination Group and to the Cabinet Lead Member for Economic Development in whose portfolio the responsibility for Town and Area Plans lies
- d. Receive performance reports in relation to the delivery of Town & Area Plan priority projects from the Single Point of Contact Officer and present these to the relevant Member Area Group on a quarterly cycle
- e. Ensure that matters of concern drawn to the attention of the Town & Area Plan Champion by the Single Point of Contact Officer are raised with Heads of Service, members of the Corporate Executive Team, Cabinet Lead Members or in other corporate fora as appropriate

- f. Act as an advocate for Town & Area Plans, reporting progress to town and community councils, business representative groups and other community organisations
- g. Contribute to corporate processes for allocating funds from budgets assigned to corporate priorities and external funding to support priority actions identified in Town & Area Plans