

# PARISH PLANS LIAISON GROUP (PPLG)

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Promoting and Supporting Community Planning in Worcestershire

## Terms of Reference

### AIM

A well informed countywide support network for promoting community planning across all communities in Worcestershire as a means of:

- Enabling communities to influence decisions and service delivery
- Enabling communities to contribute to the planning process
- Fostering growth of vibrant communities

### OBJECTIVES

To share good practice and raise standards in local bridging arrangements with countywide policies, LSPs, community strategies and local development plans.

To identify common themes and issues raised through community planning and to use this data to inform and influence decision-making where appropriate.

To ensure a co-ordinated and consistent service is provided for parishes, to maximise resources and impact, and ensure coherence:

- To monitor current status of parish plans in the county
- To maintain up-to-date contact lists of groups
- To ensure sign-posting is in place to lists of service providers\*
- To facilitate networking and to co-ordinate provision of training, support and information
- To arrange timely distribution of appropriate information

To support production of high quality parish plans, produced based on inclusive local consultation, shared decision-making and good action planning.

To support and encourage service providers to respond to issues raised in parish plans.

To promote robust processes and good practice with regard to communication, disputes, confidentiality, independence of advice and so on.

To assist parishes and parish councils to:

- implement Parish Plans
- review, monitor and update Parish Plans.

To work to ensure continuity of, and to secure funding for, the above services.

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## **MEMBERSHIP & MEETING ARRANGEMENTS**

Representatives from each:

- Community First
- County Council
- District Councils
- CALC
- Other bodies as considered appropriate

Community First will chair the group and provide secretariat.

The group will meet at least quarterly and hosting will rotate in order to share meeting costs.

E-mail and web facilities will be used to disseminate information and discuss issues.

Each member will ensure appropriate arrangements are in place in respective organisations for attendance, reporting, promoting and awareness raising.

Terms of reference and membership will be reviewed at least once a year.

\* Service providers are all agencies which provide services or support for rural communities. These include regional bodies, County Councils, District Councils, health authorities, Police and fire services, private companies (eg utility companies) and many voluntary sector agencies (eg volunteer bureaux, voluntary youth services, environmental organisations).