

Draft Terms of reference:

Name of group	Partnership Management Plan Review Task and Finish Group
Purpose	To oversee the development of the revised South Downs Partnership Management Plan (PMP) and associated delivery plan.
Outcomes & Deliverables	<ol style="list-style-type: none"> 1. To champion the process for the review of the PMP 2. To review the emerging strategies and other material and recommend to the P&R Committee priorities arising from them 3. To consider the views of the South Downs Partnership to identify partner contributions to the revised delivery framework 4. To recommend SDNPA priorities for inclusion in the SDNP PMP delivery plan 5. To recommend an overall set of priorities to be included in the revised delivery plan for the SDP PMP
Duration	The Task and Finish Group will seek to bring its work to a conclusion no later than January 2019.
Membership	<p>Core group of Authority members to be agreed</p> <p>The Director of Countryside Policy and Management and the Performance and Projects Manager</p>
Accountability	<p>The Task and Finish Group is accountable to the NPA.</p> <p>The outputs of the group will be delivered to the P&R committee, who will make recommendations to the NPA for approval.</p> <p>The Group will have no policy or formal decision making powers and will take its steer on policy matters from the NPA.</p>
Review	Any changes to the Membership and remit of the Task and Finish group will be agreed by the NPA.
Working methods & meetings	<p>The Task and Finish Group will be open for all members of the Authority to attend</p> <p>The Director of Countryside and Policy Management, in consultation with the Chair of the Authority and the Chair of the P&R Committee will appoint the Chair of the T&FG.</p> <p>The Chair of the Task and Finish Group may call a meeting of the Group as and when required.</p> <p>The quorum of the Task and Finish group will be 3. For the avoidance of doubt officers will not be counted for quorum purposes</p> <p>The Task and Finish group may invite partners, stakeholders or others to its meetings as it feels appropriate.</p> <p>The Task and Finish group will be encouraged to work virtually wherever possible.</p>
Resources	The group will have no budget or allocated resources.

	<p>Support will be provided by the Member Services team and the named officer members of the group.</p> <p>Where appropriate the group may make recommendations to the relevant officer or committee for the allocation of resources where it feels additional work may need to be undertaken</p>
Amendment, modification or variation	Amendment, modification or variation of these terms of reference can only be made by resolution of the NPA