

**BIGGIN HILL HERITAGE CENTRE WORKING PARTY**

**TERMS OF REFERENCE  
2011**

(Agreed by the Working Party on 3<sup>rd</sup> November 2011)

1. To advise the Council on how best to facilitate the provision of a heritage centre (ie, a fitting memorial, museum or other visitor experience, concerning the role of the former RAF Biggin Hill) and to advise on the character and scale of such a project within the constraints of the available sites.
2. To advise the Council on the release and drawing down of s106 funds kept aside for the purposes of facilitating the heritage centre and to recommend the acceptance or otherwise of business plans, project plans and other documentation as required.
3. To liaise with and monitor the progress made by the Biggin Hill Trust to secure sufficient resources for facilitating the heritage centre at Biggin Hill.
4. To report to the Executive and other Committees of the Council as appropriate.
5. Membership of the Working Party shall consist of up to four elected Members of the Council as appointed by the Development Control Committee at the start of the municipal year, one of whom shall be elected Chairman. Other persons can be invited to attend by the Chairman of the Working Party: currently it is suggested that this include the Chairman and Director of the Biggin Hill Trust and with the approval of the Chairman of the Working Party, to invite other appropriate representatives of the Trust.