

Community and Partnerships Committee

Terms of Reference

Composition: 12 Elected Members.

Purpose

1. To increase the level of community engagement with the work of the Town Council.
2. To ensure that the Town Council is fully engaged with the relevant organisations and groups working within the parish.

Responsibilities

1. To ensure all strategies, policies and procedures are undertaken in accordance with Statutory and legislative requirements.
2. To keep under review the use of resources and service delivery to ensure any opportunities to engage with the community are fully utilised.
3. To keep the Town Council informed of community and partnership issues and undertake appropriate monitoring and reporting where necessary.
4. To make recommendations to the Council on community and partnership matters which, notwithstanding that they fall within the powers and duties of one or more other committees.
5. To develop and review the strategy of the Council in relation to community and partnership issues particularly in respect of its vision, aims and objectives.
6. To provide a forum for the community groups and service providers to engage with the Town Council.
7. To consider and make recommendations to the Council on any policy documents received from other organisations and affecting the area.
8. To develop strong links with other organisations and oversee any partnering agreements.
9. To oversee the delivery and evaluation of any community or partnership events delivered or commissioned by the Town Council.

Governance

1. The Committee will make decisions by majority vote. In the event of a tie the Chair will have a casting vote. The quorum for the meeting is one third of the voting members (4).

- 2.** The Committee Chair and Vice-Chair to be elected at the Annual Town Council meeting in May annually.
- 3.** The Committee should meet at least four times per year.
- 4.** The Committee reports to the Full Council.
- 5.** The Committee is authorised to incur expenditure on behalf of the Town Council (where provision has already been provided within the revenue budget) on matters connected to its community and partnerships responsibilities.
- 6.** The Town Clerk is authorised to take the appropriate action(s) to implement the decision(s) made by the Committee.

Dated: 05 July 2023