

Appendix A – tracked changes between the existing and proposed new Terms of Reference – Houghton Regis Partnership Committee

<p>Houghton Regis <u>Partnership</u> Committee</p>	<p>1. Purpose</p> <p>1.1 To serve as a partnership committee that sets the broad direction for all those involved in initiatives impacting on the town (e.g. the town Centre's customers, employees, residents, visitors, traders, property owners, service providers and developers), and to co-ordinate their activities so as to realise our aspirations for the town and the town centre.</p> <p>1.2 To inform and advise the relevant Committees of the local authorities on all aspects of their responsibilities for the Town Centre and its environs.</p> <p>2. Objectives</p> <p>2.1 Work towards improving the economic, social, environmental and cultural vitality of Houghton Regis.</p> <p>2.2 Encourage appropriate town centre and town development, for approval by the Town Council and Central Bedfordshire Council (CBC).</p> <p>2.3 Recognise and deliver the context of the Local Development Framework and related planning processes including:</p> <ul style="list-style-type: none"> • informing and advising the relevant committees of the local authorities on all aspects of their responsibilities for the town centre and its environs; • consulting, co-ordinating and communicating the infrastructure needs of Houghton Regis to the relevant local authorities; and • working in partnership with relevant bodies to achieve the delivery of new infrastructure. <p>2.4 Co-ordinate the activities of the various town centre service providers and those responsible for meeting the needs of the Town Centre including:</p> <ul style="list-style-type: none"> • identifying appropriate funding opportunities for the furtherance of town initiatives; and • undertaking and co-ordinating marketing and promotional work for the town centre. <p>2.5 Establish task and finish groups to progress/deliver specific proposals in town development strategies</p>	<p>Deleted: Town Council Management</p> <p>Formatted: Font: Bold</p> <p>Deleted: Town Centre Management</p> <p>Deleted: To</p> <p>Deleted: of the Town Centre initiative taking into account the needs of the</p> <p>Deleted: T</p> <p>Deleted:</p> <p>Deleted: C</p> <p>Deleted: .</p> <p>Formatted: Font: Bold</p> <p>Formatted: Bullets and Numbering</p> <p>Formatted: Bullets and Numbering</p> <p>Deleted: 3.</p> <p>Deleted: To c</p> <p>Deleted: T</p> <p>Deleted: C</p> <p>Deleted: .</p> <p>Formatted: Bullets and Numbering</p> <p>Formatted: English (U.S.)</p> <p>Formatted: Indent: Left: 0.15 cm, Hanging: 0.95 cm</p>
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where applicable.

2.6 Encourage the regeneration of deprived areas of Houghton Regis through effective neighbourhood improvement strategies.

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3. Membership

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3.1 The core membership to comprise:

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- 4 Central Bedfordshire Council appointed Councillors; and
- 4 Houghton Regis Town Council appointed Councillors

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3.2 Representatives of the local community, local interest groups etc will be invited to attend its meetings as non-voting members where applicable.

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3.3 CBC Councillors should be from wards within Houghton Regis.

3.4 All Councillors should have the interests of the town as a priority, not their own wards.

4. Chairman

4.1 The Chairman (CBC Councillor) and Vice-Chairman (HRTC Councillor) shall be elected from and by the partnership committee's core membership.

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4.2 The elected Chairman and Vice-Chairman will hold the post for a period of one year, after which they can stand for re-election

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5. Secretariat

5.1 Houghton Regis Town Council administers the Partnership committee, which is governed by the Town Council's Standing Orders. A copy of the Standing Orders can be viewed at Houghton Regis Town Council (HRTC) offices at Council Offices, Peel Street, Houghton Regis, Beds. LU5 5EY Tel: 01582 708540. They are also available online at <http://www.houghtonregis.org.uk/infopage.asp?infoid=1182>

6. Decision-making arrangements

6.1 The partnership committee will make decisions at its meetings. Decisions will be made by consensus whenever possible. However, if no consensus can be reached, a majority vote, based on one vote per core member, will carry the decision, with the Chair having the casting vote if the vote is equal.

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	<p>6.2 <u>The partnership committee will delegate operational decision-making to smaller working groups as necessary and appropriate.</u></p> <p>7. Frequency of meetings</p> <p>7.1 <u>The partnership committee will meet a minimum of four times a year.</u></p> <p>8. Quorum</p> <p><u>In order for the partnership committee to operate, a quorum of 50% of the membership of the committee must be present.</u></p>
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6.1 . Houghton Regis Town Council administers the committee which is governed by the Town Council's Standing Orders.¶

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6.2 . Only Members of the committee can vote.¶

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6.3 . A Councillor appointed by Central Bedfordshire Council will take on the role of Chairman and a Councillor appointed by the Town Council will take on the role of Vice-Chairman.¶

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Updated: May 2012

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