



TERMS OF REFERENCE FOR THE TOWN REGENERATION COMMITTEE OF SHIFNAL TOWN COUNCIL

Committee

The Town Regeneration Committee is constituted as a Standing Committee of the Shifnal Town Council.

Members

To consist of a minimum of five town councillors appointed at the meeting of the Annual Town Council.

Voting

Only those appointed may vote at a meeting. In the case of an equal vote, the Chairman of the Committee shall have a second or casting vote.

Interests

If a Member has a personal interest as defined by the Code of Conduct adopted by the Town Council, then he/she shall declare a such interest as soon as it becomes apparent, disclosing the nature and extent of the interest as required.

If a Member who has declared an interest then considers the interest to be prejudicial, he/she must withdraw from the room during consideration of the agenda item to which the interest relates.

Chairman and Vice-Chairman

The Chairman and Vice Chairman are to be elected at the Annual Town Council meeting in May of each year.

Meetings

Six meetings will be held every year to review the Town Regeneration Plans.

Additional meetings may be called to address any further matters in relation to the Town Regeneration Plans.

Meetings may be in private rather than in public due to the confidential nature of business.

Confidentiality

All members must preserve the confidentiality of any matter that is detailed as such by the Shifnal Town Council or other relevant bodies.

Terms of Reference

To review the Terms of Reference of the Town Regeneration Committee at the Annual Meeting of the Council and when necessary for the committee to make appropriate recommendations to Full Council.

Responsibilities

The Town Regeneration Committee has the delegated authority from Shifnal Town Council:

- To review the requirements of the Council on Economic Development Plans:
 - Public engagement in Shifnal
 - Business engagement in Shifnal
- To consider and make policy recommendations to Town Council in relation to town and community assets affecting the towns' regeneration plans
- To consider, agree and/or make policy recommendations on promotion activities in and around the Shifnal town centre
- To consider and make policy recommendations on how the Town Council could offer support or assistance in existing activities affecting Regeneration Plans
- To consider and report to Council issues facing business and public users in and around the town centre
- To create business plans, agree and/or make recommendations to Council for the development of new initiatives in the town centre area of Shifnal utilising the procurement and tendering processes detailed in Financial Regulations and Standing Orders
- To support policy as outlined in the adopted Council's Neighbourhood Plan
- To liaise, with the Town Clerk, directly with all professional bodies and contractors in relation to the interest of the Shifnal Town Centre
- To engage with community groups who have an interest in the development and well-being of Shifnal.
- To engage with local organisations and businesses and public users of the town centre area
- To consider funding opportunities for current and new initiatives

- To consider support initiatives for the Town Council to develop new projects
- To engage with Shropshire Council on regeneration issues
- To engage with Shropshire Council on the Economic Growth Strategy for Shifnal
- Any decisions on expenditure must be within the agreed budget lines detailed below and within the scheme of delegation as detailed in Financial Regulations. Ongoing commitments or contracts should fall short of twelve months in duration.
- Any regeneration matter that the Committee considers outside the scope of its remit or is of such an impact on the interests of the community that it requires consideration by all members, shall be referred to the next available Full Council meeting.
- Any regeneration matter that an individual member considers outside the scope of the committees remit or is of such an impact on the interests of the community that it requires consideration by all members, shall be referred to the next available Full Council meeting.

Minutes

All Minutes shall be open for inspection by any Member of the Town Council or Public in line with policies on confidential or sensitive matters.

Reporting to Council

The Chair of the Town Regeneration Committee must report to Full Council in respect of the activities at meetings in order that progress or decisions may be noted and/or recommendations/referrals debated and ratified.

Expenditure

The committee have delegated authority to agree on expenditure on Town Regeneration matters under the following budget lines.

Marketing, Publicity and Consultation
Town Regeneration Project

End of Document

Last Ratified: 18th May 2023

To be reviewed: May 2024