

# PENRITH TOWN COUNCIL

## COMMUNITIES, CULTURE, & ECONOMIC GROWTH COMMITTEE

**KEY MATTERS** – community engagement, youth, culture, heritage, events, sponsorship, supporting the community plan actions grants and inward investment

### TERMS OF REFERENCE

<b>MEMBERSHIP</b>	EIGHT Members of Penrith Town Council
<b>QUORUM</b>	THREE Members of the Committee
<b>POWER</b>	Local Government Act 1972, Sections 101 and 102.
<b>TERMS</b>	<p>The Council's Standing Orders apply to all meetings of the Committee.</p> <p>The Committee shall be appointed on an annual basis at the Annual Meeting of the Town Council.</p> <p>The first order of business of the first meeting of the Committee after its annual appointment will be to elect a Chairman</p> <p>Unless the Council directs otherwise, the Committee may arrange to devolve any of its functions to a Sub-Committee or to Officers of the Council</p> <p>The Committee will meet monthly</p> <p>Meetings shall be open to the public unless the Committee feels it appropriate to exclude the press and public for specific items</p> <p>Members of the Committee will receive an agenda and supporting papers in accordance with the Councils Standing Orders</p> <p>All Members of the Council will receive an agenda only, sent via email</p> <p>Notice of meetings will be published in accordance with the Councils Standing Orders</p>
<b>LIMITATIONS</b>	<p>Only Members of the Committee may vote on agenda items</p> <p>Non-Members of the Committee may attend in their capacity as a Councillor and will be allowed to speak on an agenda item with the agreement of the Chairman</p> <p>Non-Members of the Committee are subject to the same rules as Committee Members regarding confidentiality and the requirements of the Code of Conduct</p> <p>Non-Members of the Committee have no more rights at Committee meetings than members of the public.</p>

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## RESPONSIBILITIES

## DELEGATED POWERS

The committee has delegated authority:

<p><b>Delegated financial powers within the approved budget for expenditure related to all activities of the committee</b></p>	<p>To authorise all payments. To monitor income and expenditure associated with the activities of the committee</p>
<p><b>Ensure links and communication networks are made with voluntary and other community organisations within the local area</b></p>	<p>To lead</p>
<p><b>Make proposals in relation to the local visitor economy</b></p>	<p>To approve</p>
<p><b>Undertake periodic reviews of the Council's Community Engagement Policy and make any recommendations for amendment to the Council</b></p>	<p>To review and recommend</p>
<p><b>Delegated financial powers within the approved budget for expenditure related to the approval of grants relating to the awarding of financial support to organisations and events operating within the Council's area in accordance with the Council's Strategic Priorities and approved budgets</b></p>	<p>To consider and approve</p>
<p><b>Monitor the compliance and performance of beneficiaries of the grants and reporting to full council annually on the impact of the grants programme</b></p>	<p>To monitor and report</p>
<p><b>To encourage and sponsor arts, cultural and heritage events within the town within the budgetary provision previously agreed by the Council</b></p>	<p>To consider and approve</p>
<p><b>To maintain liaison with local bodies established for the promotion and/or management of arts and heritage</b></p>	<p>To maintain</p>
<p><b>To develop a Cultural Strategy for Penrith</b></p>	<p>To lead on creating policy and recruiting specialist facilitators as required</p>
<p><b>Provide support to initiatives that improve the health and wellbeing of the community, including sport and exercise</b></p>	<p>To consider and approve</p>

<b>Support local groups improving accessibility to Penrith by foot, cycle and for individuals with physical or sensory difficulties</b>	To support
<b>Work in partnership with organisations in the provision of activities that enhance the appearance, business opportunities and the quality of life in Penrith</b>	To support, consider and approve
<b>To delegate areas of responsibility to either a sub-committee or to an officer</b>	To delegate