



## **COMMUNITY COMMITTEE**

### **TERMS OF REFERENCE**

The Committee will determine the Council's policy and activity within its remit:

1. Community Safety
2. Children's, family and youth services
3. Community centres
4. Community development and cohesion
5. Community events
6. Education and housing
7. Indoor sports and play facilities
8. Public health and healthcare
9. Social care services
10. Remembrance Sunday and memorial services

Specifically, the Committee may:

- Implement and review the relevant objectives of the Baildon Plan update 2019
- Take all policy and non-financial decisions in relation to these issues
- Spend within, monitor and vire between delegated budget headings
- Make recommendations for changes to delegated budget headings
- Formulate and recommend budget proposals to assist precept-raising
- Consider topical issues as they arise
- Keep up-to-date with developments
- Send and receive representatives to and from partner organisations
- Communicate internally and externally through the proper channels
- Work co-operatively with internal and external partners
- Recommend fees and charges to the Governance Committee

The Committee may also act as the Town Council's formal consultee for some planning applications, as directed by the Clerk. The committee may submit any comments to Bradford Council.

The Committee will be elected at the Annual Meeting of the Council in May

The Committee will have a minimum of 3 and a maximum of 6 councillor members and will have a quorum of three councillors

A Chair of the Committee, who must be a councillor, will be elected at the first committee meeting each year



A Vice Chair of the Committee, who must be a councillor, will be elected at the first committee meeting each year

The Committee may co-opt non-councillors as non-voting members, for reasons of expertise or experience

The Clerk (or, a nominated officer) will convene meetings of the Committee, take the minutes of meetings and action decisions arising from meetings

The Committee shall keep and ratify its own minutes.

During consideration by the Committee of confidential matters, the press and the public will be excluded from meetings under the provisions of the Public Bodies (Admissions to Meetings) Act 1960 S1 (2), and these matters will be reported to Council as a confidential minute.

The Committee shall meet at least 3 times per year.

Extraordinary meetings of the Committee may be called in accordance with Standing Orders 4c and 4d.

Unless the Council determines otherwise, the Committee may appoint sub-committees, whose terms of reference and membership shall be determined by the Committee

The terms of reference shall be given to all Council members for information and shall be ratified at the first meeting after the Council's annual meeting in May.

Councillors, who are not members of this Committee, may attend any meeting of the Committee but as they are not formal members are not permitted to vote on any of the Committee's decisions.

Approved by the Town Council	16 <sup>th</sup> May 2016
Amended	13 <sup>th</sup> February 2017
Amended	28 <sup>th</sup> April 2017
Amended	19 <sup>th</sup> May 2017
Amended	3 <sup>rd</sup> July 2017
Approved Full Council 1718/21	10 <sup>th</sup> July 2017
Approved Full Council 1819/39	16 <sup>th</sup> July 2018
Amended Full Council FC1920/08 & 09	13 <sup>th</sup> May 2019
Amended FC1920/75	9 <sup>th</sup> December 2019
Amended GOV 2223/28	17 <sup>th</sup> April 2023
Amended	9 <sup>th</sup> May 2022