**APPENDIX 4 Notes from BHCC Management Team**

The Bracken Hall Countryside Centre (BHCC) Management Team is agreed that the primary purpose of BHCC is an "environmental education centre" for all ages, with an emphasis on serving the local area and the wider Yorkshire region.

As such, the Management Team agrees that the overall management of BHCC should sit within the remit of the Town Council's decision-making committee primarily concerned with the protection and enhancement of the local environment (currently, that is the Environment Committee) but for all committees to be aware of, and to take into account, the potential of BHCC to be an asset in fulfilling a wider range of purposes as indicated in Point 3.

The Management Team acknowledges that BHCC also has several secondary purposes, which are often complimentary and mutually reinforcing.  These include but are not limited to: the promotion of health and wellbeing; the development of young people; and expanding the visitor economy.

The primary and secondary purposes of BHCC must be seen in the context of two significant developments.  Firstly, the fact that the Bradford District is UK City of Culture in 2025 and Environment was a key aim of the bid for this status.  Secondly, there plans for a National Nature Reserve within the district, where currently Baildon Moor is in a very strong position, primarily because there is already a countryside centre ready to go.

The Management Team believes that a more strategic and co-ordinated approach to the governance of, support for and promotion of BHCC is essential.  This applies both within the Town Council and in terms of working on shared agenda with local partners.  It should include regular opportunities for decision-makers to engage in the delivery of the service (including on location) and ensuring there is shared understanding between all councillors/committees about the contribution BHCC can make to a variety of aims within the Baildon Plan.

The Management Committee is agreed that a paid post, employed by Baildon Town Council, is required for the maintenance and development of BHCC and the services provided at and from the site.  This post has two main elements.  Firstly, custodianship of the premises.  Secondly, developing an educational programme of activities and exhibitions with high levels of promotion and public engagement.

The Management Team is agreed that a body of volunteers already exists to supplement the work of the paid officer and that the paid officer should facilitate opportunities for those volunteers to contribute to the management, maintenance and improvement of BHCC, especially where there are tasks that would be impractical for the officer to complete themselves, whether because of a lack of time, expertise or for other reasons.  Especially if the employed officer is part-time, the Management Team advocates for management work to be shared with a team of supporting volunteers, as currently.

In facilitating opportunities for volunteers, the Management Team agrees that it is vital for roles, responsibilities and accountability to be clearly set out and that all people are proactively enabled to contribute to BHCC within the agreed decision-making framework.

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Councillor Joe Ashton