



<b>REPORT OF:</b>	<b>HOUSING, HEALTH AND ENGINEERING SERVICES MANAGER</b>
<b>TO:</b>	<b>NELSON TOWN DEAL BOARD</b>
<b>DATE:</b>	<b>7<sup>th</sup> August 2020</b>

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**REVISED TERMS OF REFERENCE**

**PURPOSE OF REPORT**

To propose revised Terms of Reference following on from the further guidance issued by the Government

**RECOMMENDATIONS**

The Board are asked to:

1. Approve the revised Terms of Reference and Operating Principles subject to there being no proposed amendments in the next 7 days
2. Each provide a profile of themselves to be published on the Town Deal Website

**REASON FOR RECOMMENDATIONS**

To ensure that the Board operates in line with the recently released guidance.

**ISSUE**

1. At the meeting of 28<sup>th</sup> February 2020 the Board agreed a Terms of Reference. Subsequently the Government issued further guidance in relation to the Towns Fund and it was reported to the last meeting of the Board that the Terms of Reference would need to be reviewed in line with the further guidance. We have also been advised to take into account the Government's Local Enterprise Partnership (LEP) National Assurance Framework, which guides local decision making to support accountability, transparency and value for money.

2. Having reviewed the Terms of Reference against these documents we feel that that the existing terms are substantially in line with what is required, but there are some minor additions needed. As the Board will be making recommendations to Pendle Council on strategy and investment proposals rather than actually making decisions on these matters some of the LEP requirements will not be relevant.
3. Attached at Appendix 1 are the proposed changes in red. They mainly set out more explicitly how the Board will operate, such as the way projects will be prioritised and establishing sub-committees. It is also a requirement that profiles of all Board Members are published.
4. It is a requirement in the existing Terms of Reference that 14 days notice is given of any proposed changes. Therefore there will need to be a further 7 days after the date of the meeting before the revisions can be approved.

## **IMPLICATIONS**

**Policy:** None directly arising from this report

**Financial:** None directly arising from this report

**Legal:** None directly arising from this report

**Risk Management:** None directly arising from this report

**Health and Safety:** None directly arising from this report

**Sustainability:** None directly arising from this report

**Community Safety:** None directly arising from this report

**Equality and Diversity:** None directly arising from this report

## **APPENDIX**

1 – Draft Terms of Reference and Operating Principles

## **LIST OF BACKGROUND PAPERS**

Towns Fund Guidance

<https://www.gov.uk/government/publications/towns-fund-further-guidance>

Local Enterprise Partnership National Assurance Framework

<https://www.gov.uk/government/publications/local-enterprise-partnership-national-assurance-framework>