

# **STRATFIELD MORTIMER PARISH COUNCIL TERMS OF REFERENCE**

## **STRATEGY WORKING PARTY**

### **Purpose of the Working Party**

To research and advise on prospective projects and manage, where agreed, capital projects and public consultations.

### **Membership of the Strategy Working Party**

At least two members of Finance and General Purposes, at least four other interested Council members (who may or may not be members of F&GP) and co-opted members of the public as agreed by Full Council.

### **Ways of Working**

- The Working Party will elect a Chair at its first meeting of the new Council year.
- Members of the public may be co-opted as agreed by Full Council.
- Meetings will not be held in public and Standing Orders are not, therefore, applicable. The Code of Conduct will still apply.
- Meetings will be held when necessary with a councillor being appointed to take the notes to be reported back to Finance and General Purposes/Full Council.
- Proposals by the Strategy Working Party on prospective projects will be agreed by Finance and General Purposes for recommendation to Full Council. Any decisions regarding new initiatives and associated expenditure must be made and minuted at Full Council meetings.
- The management of public consultations and capital projects by the Strategy Working Party, as agreed by Full Council, will be overseen by Finance and General Purposes. Any decisions regarding the public consultations and capital projects must be made and minuted at Finance and General Purposes meetings.

### **Aims and objectives**

- To research prospective projects identified by the Council and report and advise on the feasibility, potential costs, and other relevant information accordingly.
- To manage, under Finance and General Purposes, public consultations regarding capital expenditure and capital projects, and report on the results, giving recommendations where needed.
- To work with third parties and other authorities where needed, to acquire information necessary for the Council to take decisions and progress projects.