

Terms of Reference

Princes Risborough Forum

17 September 2008

Purpose of Report.

- (a) To **inform** Princes Risborough Local Community Partnership (LCP) of the contents of the proposed LAF/LCP terms of Reference (including Constitutional and Operating Arrangements)
- (b) Members of the Local Community Partnership are asked to **note** this report and are invited to **discuss** elements of the Terms of Reference (including and Operating Arrangements) that are open for LCP decision.

Background

1. The County Council at its meeting on 10 July agreed, as part of the report (appendix F), GC2C a draft CONSTITUTION (including TERMS OF REFERENCE AND OPERATING ARRANGEMENTS)
2. There are elements of these documents that are specifically related to individual LAFs/LCPs and some items will require discussion and agreement by each LAF/LCP. These items include attendance at LAFs/LCPs by local stakeholders.
3. A presentation of the document and its contents will be made at the first LAF/LCP in each area (from September 2008 onwards) and members will be invited to discuss the contents and feedback their views via the minutes of the meeting. Any comments and observations will be used to inform any future reviews of LAF/LCP arrangements.
4. Where appropriate recommendations regarding attendance (3 above) specific to each LAF/LCP will be noted and added to the document specific to that LAF/LCP.
5. Allocation of representatives - on the size of population and the make-up of the parish areas it is suggested that Hughenden Parish Council may

send up to three representatives to the meeting (this is to reflect the number of settlements, population of the area). Princes Risborough Town Council to be invited to send up to three representatives (on the basis of its population). The remainder of the parishes will continue to send one representative.

- 6 The LCP is invited to identify any member organisations. The meeting is advised that under the Pathfinder Pilot the LCP is a Level 2 meeting, the work of Level 1 meetings is being tested in pilots in Downley/Disraeli and Stokenchurch, Radnage and West Wycombe Community Action Group. The meeting may wish to see how the pilots work before appointing any organisations to the LCP.
- 7 Delegated Budgets Schemes 2009/10 – please see attached letter. The LCP will be invited to discuss schemes later in the year but the process is not set in stone at the moment.