

# High Wycombe Regeneration Board – Draft Terms of Reference (ToR)

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## Purpose of the Board

1. The High Wycombe Regeneration Board (the Board) will collectively consider and advise the Council in relation to the overall delivery of regeneration in High Wycombe. The Board will monitor progress of relevant projects engage with stakeholders and propose resolutions for consideration by the decision makers. It will report on delivery of the vision, principles, programme, and budget and related projects under the umbrella of the Regeneration Strategy.

The principles of the regeneration strategy are as follows:

- **Better Town Centres**  
Focusing on the experience economy, the town centre will be revitalised by higher densities of residential development, using brownfield sites, thereby creating demand for businesses in the social and cultural markets.
- **Innovative Economy**  
The existing vibrant creative and digital economy will be encouraged by the better use of current employment land, and by its proximity to the town centre. There is huge potential for new innovation sectors, such as those involved in transport.
- **Protect and Improve the Natural Environment**  
The town will benefit from projects to improve walkability, provide sustainable transport and better air quality. It will also benefit by bringing to the fore the green and blue natural assets within and around it that will boost the tourism offer.
- **Sustainable homes for all**  
In order to support growth, housing will be needed for those employed in new businesses. The majority of this new housing will be provided by densifying the town centre close to public transport links, and where greenfield sites are used, the highest environmental standards will apply.
- **Enhancing connectivity**  
High Wycombe benefits from great connectivity, in respect of public transport, the road network and its proximity to Heathrow airport. Increasing residential use of the town centre and walkability will help with current poor 'last mile' connectivity, as will improved cycling/e-cycling, electric charging point facilities.

## Core Functions of the Board

2. To engage with respective corporate management teams and elected members to ensure corporate support and buy-in to delivery.

3. To facilitate and promote joined-up delivery and to engage with and secure support at a strategic level from key stakeholders and partners.
4. To consider the overall direction for the regeneration programme, its objectives and priorities; to monitor overall progress; and to review make recommendations, (at least annually) as to how the objectives and priorities could be updated.
5. To ensure effective engagement and co-ordination with local organisations and community representatives in accordance with the stakeholder engagement and communication strategy (to be developed).
6. To review and report on availability and use of resources to deliver regeneration including the coordination of the public-sector contribution to the delivery of key elements of the project including bidding for central government funds.
7. To make recommendations on strategic issues and propose resolutions for any 'showstoppers'.
8. To propose co-ordinated position/responses to consultations and policy announcements that impact the delivery of regeneration and ensure locally focused input is made into existing and/or emerging sub-regional/regional forums.

### **Membership of the Board**

9. Membership will initially extend to the following:
  - Buckinghamshire Council cabinet members\*
  - Community Board Rep\*
  - BidCo rep\*
  - Town Committee Rep\* Growth Board Rep\*
  - LEP rep\*
  - 2 Local members\*
  - Representatives of key private sector partners
  - Senior Buckinghamshire Officers

\*those with voting rights
10. Membership of the Board will be reviewed in May 2021 and following this at least annually. The Board will retain the ability to refine its membership to reflect the project progress and needs, as required.

11. If additional representation is required for any stakeholder organisation then it will be sought. To avoid potential conflicts of interest it is not proposed that eg. private sector organisations are represented by standing members.

### **Roles and Responsibilities of Members**

12. Board members should be able to:

- Implement the Core Functions of the Board;
- Have the responsibility to represent their organisation and to feedback information to other relevant individuals and parties within that organisation to support effective decision making within that organisation
- Declare any interests in the items on the Board meeting agenda and withdraw from any decision making or discussion related to that item where a potential conflict may exist;
- Make recommendations on the prioritisation of activities, projects and resources to deliver the AGT vision; and
- Make every effort to prioritise attendance at scheduled meetings but to ensure that a suitably senior substitute is nominated from the same organisation.

### **Chairmanship**

13. The Chair will be the Buckinghamshire Council Cabinet Member for Town Centre Regeneration.

### **Meetings**

14. A minimum of 1 meeting per quarter will be held throughout the year, with additional meetings able to be scheduled if required.

### **Decision Making and Reporting Lines**

15. Whilst the Board has oversight and will make recommendations regarding the direct delivery of regeneration, it has no statutory decision making powers. Formal decision making will continue to take place through the existing decision making routes and structures of the organisations represented on the Board but with the added benefit of clear reporting and recommendations (when relevant) from the Board.

16. The Board will receive reports and progress updates from Buckinghamshire Council officers who will be focussing on the day to day management and needs of the project and will manage and progress recommendations from the Board. .

17. If the situation calls for a Board meeting to be convened virtually, the terms of the meeting and the voting rights of its members will remain unchanged.

**Review Dates**

18. These Terms of Reference will be reviewed annually from the point of their first approval, or as required.

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