

**LEIGHTON-LINSLADE TOWN COUNCIL  
PARTNERSHIP COMMITTEE – 30 AUGUST 2012  
WORK PLAN (INCORPORATING KEY TARGETS 2012-2013)**

**Mission Statement**

To develop services and local initiatives which improve the quality of life of the townspeople of Leighton Buzzard and Linslade.

**Principal Aims**

Leighton-Linslade Town Council will serve its community by :

- effectively delivering a range of public services - either directly or by supporting local organisations or other providers
- actively pursuing its representational role

**Beliefs and Values**

In carrying out its principal aims, the Council will be guided by the following principles:

- Integrity                                   that it will always act impartially and will adopt a positive approach to resolving issues
- Commitment                               to consult widely and to listen to ideas
- Staff Development                      to work together with all sections of the community
- Financial Prudence                      to encourage and assist staff to reach their full potential
- to promote a culture of continuous improvement
- Community Driven                      the concept of Value for Money
- that it will always act in a responsive way to the needs of the community.

**Strategic Policies (2011-2015)**

- **Promote projects in Big Plan II.**
- **Explore the possibility of producing a Neighbourhood Plan.**
- **Review and utilise, wherever possible, Section 106 monies for the delivery of infrastructure as identified in Leighton-Linslade Big Plan II.**
- **Embrace the emerging Central Bedfordshire Council Town Centre Master Plans; support and encourage new initiatives to improve the vitality and viability of Leighton Buzzard and Linslade town centres.**
- **Engage with the existing business community to accelerate growth encourage new businesses to locate in Leighton-Linslade.**
- **Support the provision of sporting and recreational facilities at Astral Park for the benefit of the wider community.**
- **Support the Station Travel Plan and work in partnership on major transport and parking issues.**

## What we hope to achieve in 2011-15

Economic Development – Business Growth Activity (Funded through income from the Town Centre Market contract operation)

- Develop a list of the key strategic employers in Leighton Buzzard and develop a joint engagement plan for them (at least 10 visits 2012/13 for retention & growth purposes)
- Get at least 200 Leighton Buzzard area companies engaging with ‘Let’s Talk Business’ to allow for tailored information to be channelled to them
- Identify and encourage 4 Leighton Buzzard Businesses to participate in the Pilot 10 Programme 2012/13
- Identify and encourage 10 Leighton Buzzard Businesses to participate in Business Timebank activities
- Develop a project to support start up businesses in Leighton Buzzard utilising the Market to trial trading (at least 3 business start – ups)
- Develop a programme of training support for businesses in Leighton Buzzard – at least 30 businesses participating
- Identify empty commercial property within the Leighton Buzzard Area and work with Commercial Property Agents to encourage inward investment into those properties
- Deliver 1 Business Breakfast in the Leighton Buzzard area

### WORK PLAN

Meeting Date	Work Plan
31 May 2012	
30 August 2012	Update on Economic Development Plan. Update from CBC on Sustainable Transport Fund. Consideration of Committee structure. Update on free bus travel and/or parking for Saturdays in December leading up to Christmas. Update on town centre public address system. River clearance update. Business groups update. Portas Pilot bid update.

	Signage update.
<b>25 October 2012</b>	Consider use of a “Partnership Committee” logo Update on Economic Development Plan. Planning for 2013-2014 budget. ‘A’ Boards, tables on footways – delegation to Town Council Economic Development Market Programme update 2013-14 Budget
<b>13 December 2012</b>	Update on Economic Development Plan.
<b>7 February 2013</b>	Update on Economic Development Plan.
<b>21 March 2013</b>	Update on Economic Development Plan. Big Plan II review

## **PARTNERSHIP COMMITTEE**

### **TERMS OF REFERENCE**

#### **Purpose**

- 1 To serve as a partnership forum for all those involved in initiatives impacting on the Parish to consult with each other and co-ordinate their activities so as to realise their aspirations for the Parish and the town centre.
- 2 To set the broad direction of the partnership, taking into account the needs of the town centre’s customers, employees, residents, visitors, traders, property owners and developers.

#### **Objectives**

- 3 Work towards improving the economic, social, environmental and cultural vitality of Leighton Buzzard and Linslade.
- 4 Prepare and maintain a Town Centre Strategy and Action Plan to help and encourage appropriate town centre and town development, for approval by the Town Council and Central Bedfordshire Council.
- 5 To deliver the Big Plan, recognising the context of the Local Development Framework and related planning processes including:

- informing and advising the relevant committees of the local authorities on all aspects of their responsibilities for the town centre and its environs;
  - consulting, co-ordinating and communicating the infrastructure needs of Leighton Buzzard and Linslade to the relevant local authorities; and
  - working in partnership with relevant bodies to achieve the delivery of new infrastructure.
- 6 Co-ordinate the activities of the various town centre service providers and those responsible for meeting the needs of the town centre including:
- identifying appropriate funding opportunities for the furtherance of town initiatives;
  - undertaking and co-ordinating marketing and promotional work for the town centre; and
  - leading on all matters relating to the physical environment of the Town e.g. Christmas lights, floral displays, hanging baskets etc.
- 7 Establish sub-committees and task groups to progress/deliver specific proposals in town development strategies.

### **Membership:**

- 8 The core membership to comprise 5 Central Bedfordshire Council appointed Councillors and 5 Leighton-Linslade Town Council appointed Councillors.
- 9 Representatives of local interest groups will be invited to attend its meetings as non-voting members.
- 10 CBC Councillors should be from wards within Leighton-Linslade, or immediately adjacent to.
- 11 All Councillors should have the interests of the town as their main priority, not their own wards.

### **Chairman:**

- 12 The Chairman and Vice-Chairman shall be elected from and by the Committee's core membership.
- 13 The elected Chairman and Vice-Chairman will hold the post for a period of one year, after which they will stand for re-election.

### **Secretariat:**

- 14 Leighton-Linslade Town Council administers the Committee, which is governed by the Town Council's Standing Orders.

### **Decision-making arrangements:**

- 15 The annual budget shall be developed by the Committee and recommended to the Town Council and Central Bedfordshire Council for approval, only where Central Bedfordshire Council makes funding available in any financial year.

- 16 Thereafter, the Committee will make decisions at its meetings. Decisions will be made by consensus whenever possible. However, if no consensus can be reached, a majority vote, based on one vote per core member, will carry the decision, with the Chair having the casting vote if the vote is equal.
- 17 The Committee will delegate operational decision-making to smaller working groups as necessary and appropriate.