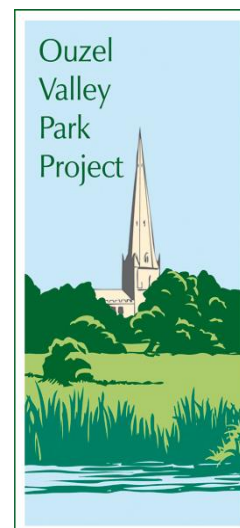


# Leighton-Linslade Ouzel Valley Park Steering Group

## TERMS OF REFERENCE



### 1. Name and status

- a) The name of the group is the 'Ouzel Valley Park Steering Group'.
- b) The group has no legal status but exists to enable partners to act together to oversee the implementation of the agreed aim and objectives of the Ouzel Valley Park Project, as derived from the South Bedfordshire 2004 Local Plan Review and the Leighton Buzzard and Linslade Town Plan ['The Big Plan']

### 2. Aim

**The aim of the Ouzel Valley Park is to provide a network of open space, footpaths and cycle routes within the Ouzel Valley and surrounding area whilst conserving and enhancing its distinctive landscape, cultural and wildlife heritage for the benefit of present and future generations.**

This will be achieved by working with the local communities, industry and landowners to:

- Provide new areas of public open space.
- Provide a network of footpaths and cycleways.
- Promote, conserve and enhance the important wildlife habitats and species of the river, canal and surrounding open spaces
- Promote and conserve the cultural heritage with special emphasis on the canal and the sand industry
- Carry out environmental improvements to enhance the river and canal side character and safeguard the distinctive landscape of the valley
- Implement a programme of awareness raising through education
- Create opportunities in the Ouzel Valley and surrounding area to ensure optimum economic and social benefits for the local community whilst safeguarding the valley's environmental assets.

### 3. Steering Group Objectives

The objectives of the group are as follows:

- To produce an annual action plan and oversee its delivery
- To assess potential projects, agree an action plan, support the acquisition of adequate funding and monitor progress of delivery.
- To allocate tasks and advise and steer the individuals given responsibility for project delivery.
- To regularly update the Ouzel Valley Park Implementation Strategy

#### **4. Membership**

Membership of the group will comprise:

Members from:

- Central Bedfordshire Council
- Leighton-Linslade Town Council.

Officers from

- Central Bedfordshire Council (Countryside Access Service; Heritage and Environment; and Highways).
- Leighton-Linslade Town Council.
- The Environment Agency.
- Canal and River Trust
- Sustrans.
- The Greensand Trust.
- South Bedfordshire Friends of the Earth

- a) Appropriate deputies will be able to attend in the nominee's absence.
- b) The group will be able to co-opt other organisations or individuals to join as members as necessary. It will also have the flexibility to invite others to attend meetings in response to a specific item or technical need.
- c) All members are responsible for making effective and positive contributions to the meetings and for actively supporting the objectives of the Initiative.
- d) Members of the group will be expected to act as 'champions', promoting the Initiative within and outside their respective organisations

#### **5. Meetings**

- a) The representatives from the organisations listed as Members shall meet at least quarterly.
- b) The group shall elect a Chair at the inaugural meeting. If the Chair is unable to attend a meeting, a temporary Chair can be elected for that specific meeting.
- c) Leighton-Linslade Town Council will act as Secretariat for the Group and be responsible for the preparation of agendas, minutes and reports as to project progress and financial status where appropriate.

#### **6. Decision-making**

Decisions will be made at meetings through general consensus.

#### **7. Alterations to the terms of reference**

- a) The Chair shall notify each member in writing of any proposed alterations to the terms of reference fourteen days prior to any meeting
- b) All members of the group shall agree any alterations to these rules and guidelines.