

CULTURAL & ECONOMIC SERVICES COMMITTEE

TERMS OF REFERENCE

1. Prepare budget proposals for revenue and capital expenditure in the following financial year and submit to the Policy and Committee.
2. Standing committees may authorise expenditure from the annual revenue budget from codes within their areas of responsibility and may also authorise expenditure from earmarked reserves under the management of that committee, for appropriate purposes (i.e. services, activities and projects for which there is a specific and relevant Council/committee resolution, for which the Council has a legal power or duty and for matters which may lawfully be delegated to a committee).

Standing committees may have authority to spend monies from Future Projects earmarked reserves where the specific project has been approved by Council (through the five year financial plan) and the project delivery has been delegated to that committee. Should there be any doubt as to the authority of a committee to approve expenditure from an earmarked reserve, then such authority must be sought from Policy & Finance Committee or Council.
3. Oversee the management and maintenance of the Council facility known as the Teenage Advice and Information Centre (TACTIC) and youth service provision.
4. Provide and keep under review the provision of an annual programme of community events and services.
5. Keep under review the need for additional community facilities and make recommendations to Council as to how to satisfy such need.
6. Matters relating to the Leighton Buzzard Street Market.
7. Matters relating to the town centre Public Conveniences.
8. Matters relating to the provision of visitor attraction assets and communication (i.e. Children's Trail and new electronic variable signage / Architectural lighting scheme).
9. Establish Sub-Committees or Task and Finish groups to progress/deliver specific projects.
10. Respond, on behalf of the Town Council, to consultation documents relevant to the activities of the Committee.
11. Review and promote community engagement and development.