

## Annex B

### Terms of Reference for Area Committee

The Terms of Reference and delegated powers of the Area Committees shall be to promote the economic, social and environmental well-being of their area by:

- Championing the area by raising issues of concern to residents, organisations and businesses with the Council and other organisations, and influencing how services are delivered and spending plans for the area.
- Supporting, co-developing and approving Area based plans and frameworks through statutory, private and third sector participation, consultation, development and delivery; these plans need to respond to the issues and need of Monmouthshire's Well-Being Assessment and other key legislation and policies.
- Consulting with neighbouring area committees where there are issues and solutions that can be jointly delivered.
- Contribute to the five-cluster area working so that Town and Community Council have strong links to area committees and feel equals in local community governance.
- Contribute to the decision-making process on funding and grants such as Section 106 contributions, local area grants and where funding unlocks proposals that meet local need.
- Providing a forum at which local residents, organisations and businesses can question the Council and partner organisations about local issues, the delivery of services and proposals affecting the respective area.
- Consulting on matters affecting the local community and expressing a view on matters affecting more than one area of the Borough.
- Promoting the role and responsibilities of local elected members and ways to engage with them outside of area committee meetings.
- Receiving feedback on the outcome of petitions relevant to their area submitted to the Council, and if necessary pursuing issues further.
- Advising the Council's Scrutiny Committee on matters of interest in the area and giving views on matters referred to them by this Committee.
- Producing an Annual Business Plan, and an Annual Report on the work of the Area Committee which will inform the Business Plan for the next year.

The work of the Area Committees will be based upon the following principles:

- Encouraging the active participation of residents, local organisations and businesses in improving the well-being in the area.

- Enabling local communities to express their views upon, and have opportunities to influence, decisions which affect them.
- Ensuring that local needs are taken into account by decision makers.
- Fostering good community relations between people of different ages, and ethnic and social backgrounds, both within the area and across the County.
- Building partnership between the Council, communities and other organisations in working for the benefit of the area and the wider County.
- To demonstrate the economic, environmental and social return from participating in area committees and wider community development activity.