

Alcester Town Council Community Care Committee

Terms of Reference

Name	Community Care Committee		
Chairperson	To be elected annually	Facilitator	Health and Wellbeing Clerk
Membership	Elected annually by Full Council membership		
Frequency	No less than one meeting each quarter	Duration	Approx. 1 hour
Purpose	<ul style="list-style-type: none"> ○ To engage with the Community on matters relating to Community Care ○ To engage with the Community, through the Health and Wellbeing Board, in identifying issues and then driving related projects. ○ To report to Full Council on all related matters 		
Objectives	<ul style="list-style-type: none"> ○ To consider policies to support improvements in the health, wellbeing and safety of the community. ○ To represent and support community issues on behalf of the community with our partners (project based). ○ To review the town plan periodically and address the issues this brings up (project based). ○ To liaise with educational establishments in the interest of the young people of the town, and strengthen the links with business through the Chamber of Commerce and Trade. ○ To provide and manage resources within the purview of the committee ○ To prepare annual budget as appropriate and in line with Town Council's annual expenditure 		
Agenda	<ul style="list-style-type: none"> ○ Apologies ○ Minutes of last meeting ○ Healthy Lifestyles ○ Education ○ Review of Services ○ Community Resilience ○ Correspondence ○ Propositions to Full Council ○ Date of next meeting 		
Related Meetings	<ul style="list-style-type: none"> ○ Full Alcester Town Council Meeting ○ Alcester Health and Wellbeing Board ○ Council and Public Forums ○ Other Town Council Committees 		
Inputs	<ul style="list-style-type: none"> ○ Public participation ○ Minutes of last meeting ○ Reports from committee members ○ Feedback from other groups ○ Online Information 		
Outputs	<ul style="list-style-type: none"> ○ Adopted Project Management ○ Minutes of the last meeting ○ Report to partners ○ Items for consideration at Full Town Council meeting ○ Periodic review of projects ○ Town Plan Documentation 		
Updated By	JT	Version	1
Date Reviewed and Agreed	07 / 07 /2015	Confirmed By	Cllr C Brannigan (Chairman)