

# Alcester Town Council Community Care Committee

## Terms of Reference

<b>Name</b>	Community Care Committee		
<b>Chairperson</b>	To be elected annually	<b>Facilitator</b>	Community Care Clerk
<b>Membership</b>	Elected annually by Full Council membership		
<b>Frequency</b>	Monthly but no less than one meeting each quarter	<b>Duration</b>	Approx. 1 hour
<b>Purpose</b>	<ul style="list-style-type: none"> <li>○ To engage with the Community on matters relating to Community Care</li> <li>○ To engage with the Community, through the Health and Wellbeing Board, in identifying issues and then driving related projects.</li> <li>○ To report to Full Council on all related matters</li> </ul>		
<b>Objectives</b>	<ul style="list-style-type: none"> <li>○ To consider policies to support improvements in the health, wellbeing and safety of the community.</li> <li>○ To represent and support community issues on behalf of the community with our partners.</li> <li>○ To work in accordance with the Alcester Health and Wellbeing Strategy 2018</li> <li>○ To liaise with educational establishments and youth organisations in the interest of the young people of the town.</li> <li>○ To prepare an annual budget request to Full Council.</li> <li>○ To consider and allocate the budget for community grants.</li> <li>○ To liaise with Town businesses in the interest of Business and Tourism</li> <li>○ To liaise with community groups and volunteers to enhance our community resilience.</li> </ul>		
<b>Related Meetings</b>	<ul style="list-style-type: none"> <li>○ Full Alcester Town Council Meeting</li> <li>○ Alcester Health and Wellbeing Board</li> <li>○ Council and Public Forums</li> <li>○ Other Town Council Committees</li> </ul>		
<b>Inputs</b>	<ul style="list-style-type: none"> <li>○ Public participation</li> <li>○ Minutes of last meeting</li> <li>○ Reports from committee members</li> <li>○ Feedback from working groups</li> </ul>		
<b>Outputs</b>	<ul style="list-style-type: none"> <li>○ Minutes of the meeting</li> <li>○ Items for consideration at Full Town Council meeting</li> <li>○ Periodic review of the work of the Committee</li> </ul>		
<b>Updated By</b>	JT	<b>Version</b>	4
<b>Date Reviewed and Agreed</b>	11/05/2021	<b>Confirmed By</b>	Chair of Community Care Committee)