

Wincanton Town Centre Regeneration Stakeholder Group Terms of Reference

Purpose

The Stakeholder Group (SG) has an important role to play in providing insight and guidance which will provide positive drive to the Wincanton Town Centre Regeneration Programme, process and Wincanton for the Future Plan.

The SG will support engagement, consultation and communication with those who live and work within Wincanton and whose business or organisation can make a positive difference to the regeneration programme. The stakeholder group will not be a decision-making body.

Role

The group will:

- Act as a forum that the Wincanton Town Centre Regeneration Board can use to effectively share ideas in relation to the progress of various projects and potential regeneration opportunities.
- Act as a forum that the Wincanton Town Council can use to share ideas, review and make recommendations to the Council for the Good Stuff Fund and other proposals and grants.
- Provide specialist business advice and share specialist knowledge with the Wincanton Town Centre Regeneration Board when required.
- Ensure that clear messages are given and feedback is received and circulated to all stakeholders engaged in the regeneration process, when appropriate (some information may potentially be commercially sensitive and subject to a confidentiality agreement).

Membership

Achieving representative membership will enable the widest input of stakeholder views into each regeneration project. The SG will comprise of representatives from local organisations and businesses that can contribute to by the regeneration proposals for the town centre and those who are 'indirectly impacted' and have a continued interest in the development of these proposals.

Suggested initial membership:-

Wincanton Chamber of Commerce
Balsam Centre
Town Council
Memorial Hall
Somerset County Council
Museum & history society
Racecourse

Governance

The Stakeholder Group will:

- Meet every three months or more frequently as required to discuss items related to the regeneration plans within Wincanton town centre.
- Put forward views and opinions of the organisations, communities and businesses that the members represent.
- Agree methods of communication and feedback to their representative body and wider communities.

Code of Conduct

All group representatives will:

- Work within the Terms of Reference.
- Act as representatives of their group/organisation/business.
- Support the Vision for the Town Centre
- Agree to disagree and abide by the majority conclusions made by the group.
- Abide by the agreed methods of communication to wider stakeholders as set out by Wincanton Town Centre Regeneration Board in agreement with the group.
- Where confidential information is discussed, it must not be disclosed to any other persons/party”.

Breaching the terms of reference

Persistent minor breaches will be considered by Wincanton Town Centre Regeneration Board and may result in the participant being asked to leave the group.

Serious breaches, such as providing confidential information about the group’s discussions, will result in the participant being asked to leave the group.

Approved: Wincanton Full Council Meeting 12th October 2020, Minute 0130

Reviewed: May 2021

Next Review: May 2022