

## **DRAFT**

### **Widnes Strategic Board – Terms of Reference**

#### **Purpose**

The purpose of the Widnes Strategic Board is to:

- Establish Widnes Town Centre as a unique destination for everyone.
- Provide advice, insight, and challenge to Halton Borough Council on the regeneration and development of Widnes town centre.
- Represent the interests of local residents, businesses, and community organisations.
- Support the delivery of the Widnes Regeneration Framework and related projects.
- Champion Widnes town centre and promote civic pride.

#### **We shall deliver this by: -**

- Establishing a more family friendly destination based on its historic character.
- Offering what the big shopping mall and supermarkets cannot by providing for the day-to-day shopping needs of its immediate catchment area as well as a wider focus for local independent niche retailers and service providers.

We want to sustain and future-proof our existing town centre offer, whilst developing new markets, uses and businesses in a safe, accessible and attractive environment.

#### **Terms of Reference**

The Board's role is advisory. It will:

1. Ensure there is a platform for open discussion of important issues for the town.
2. Provide regular opportunities for local people to give their views and ideas on how we can be successful in what we want to achieve.
3. Provide a forum to enable local people and representatives from local partners to work together and champion ideas which will help to deliver what we want to achieve.
4. Identify current and emerging issues for the town centre.
5. Develop an action plan to develop the town centre offer, subject to further approval.
6. Monitor progress in activities over their delivery period.
7. Scan the horizon for further opportunities.

#### **Membership**

The Board comprises representatives of the local community with a genuine commitment to taking forward the shared aspirations, the basis of which came from a consultation event held in October 2024 and informed the Widnes Town Centre Regeneration Framework.

Any additional/changes in members shall be proposed to a meeting of the Board and must be approved by the majority of existing members for acceptance.

	<b>Representation</b>	<b>Name</b>
1	Halton Council (Portfolio Nominees)	TBA

	<ul style="list-style-type: none"> <li>• Major Projects</li> <li>• Housing &amp; Environmental Sustainability</li> </ul> Community Safety	
2	Business Sector Employers	TBA
3	Strategic Housing	TBA
4	Business Development and Support	TBA
5	MP for Widnes and Halewood	
6	Voluntary and Community Sector	TBA
7	Cultural and Creative Industries	TBA
8	Education & Learning Sector	TBA
9	Health and Social Care Sector (e.g. NHS Trust, local GP)	TBA
10	Policing	TBA
11	Tourism and Hospitality Sector	TBA
12	Leisure Sector	TBA

## Conduct and Values

### MEETINGS

- Members should make themselves aware of meeting dates and times that take place on a regular basis.
- Where possible, members should apologise for non-attendance in advance of meetings.
- Members should, wherever possible, give advance notice of any items they may wish to raise as an agenda item.
- During the meetings members may be assertive in an attempt to put their view across but this should never be in an aggressive manner and should not denigrate or insult anyone in the process. All debates should be conducted through the Chair and only one person should speak at a time.
- All mobile phones should be switched off during the meeting.

### CONFIDENTIALITY

- Information made available during the meetings, especially that of a sensitive or personal nature, shall be treated in the strictest confidence and shall not be disclosed to any person except with the permission, in writing, of the person concerned.

### PERSONAL ISSUES

- Members should not bring up personal issues at meetings unless to describe an event or circumstance. Meetings should not be used to resolve personal problems.

### DECLARATION OF INTERESTS

- Members who are aware there is a conflict of interest should take the opportunity at the start of any meeting to make known that there is a possible conflict. This will help to ensure transparency and avoid any accusations of impropriety.

### DURATION

- Duration of Board Membership will be for a period of 24 months initially, with options for extension with the agreement of the Board and the Local Authority. The Board will aim to work until at least 30 March 2028.

### **Advisors to the Board**

In addition to core members of the Board, there will be a number of standing advisory bodies who are well placed to support the Board's work.

Representatives of these bodies may be invited to join meetings where the subject matter will benefit from their input or where there is a clear shared interest.

### **Governance**

The Board will be chaired by a named representative from members, chosen by the members each March for the period of a year. The first of which will be elected at the start of the inaugural meeting. The chair may hold office continuously for a maximum of three years, subject to confirmation by the members each March.

There will be no other titled posts or roles, but temporary duties and responsibilities can be assigned - with the agreement of the member - in order to expedite the delivery of an action agreed by the Board.

Administrative support will be provided by Halton Borough Council, including the co-ordination of meetings, preparation of agendas and drafting of minutes.