

## **networkfareham**

### **Economic Development Thematic Partnership**

#### **Core Terms of Reference**

networkfareham, Fareham's Community Partnership, comprises a number of thematic partnerships each dealing with an aspect of Fareham communities' needs. The thematic partnerships will vary in number according to networkfareham's needs but will include partnerships dealing with:

- children and young people;
- community engagement;
- community safety;
- economic development;
- health and well-being;
- housing;
- local development framework.

Their role is to ensure that the needs of Fareham's communities are met in relation to the issues covered by their remit, in part by contributing to the development and delivery of Fareham's Sustainable Community Strategy and the local delivery of priority outcomes in the Hampshire Local Area Agreement.

Each thematic partnership is expected to incorporate the following 'core' terms of reference to support their role within networkfareham. It is acknowledged that some thematic partnerships may have statutory or other responsibilities that require different terms of reference. These should not conflict with the 'core' terms of reference. Where such conflict is considered to exist, the matter should be referred to the networkfareham Board for further consideration.

#### **1.0 Introduction**

This document sets out the terms of reference for the Economic Development Partnership.

#### **2.0 Purpose**

The main purpose of the Partnership is to provide a co-ordinated approach to tackling the major economic development issues affecting Fareham.

### **3.0 Aims**

- To implement Fareham's Sustainable Community Strategy by promoting or improving the economic development of the borough, setting out the longer term vision and key priorities, identifying delivery mechanisms, tracking progress and contributing to the review of the Strategy as required.
- To implement the local delivery of the priority outcomes for economic development in the Hampshire Local Area Agreement.
- To adopt and take ownership of the vision, goal, principles, aims, objectives, activities, indicators, baselines and targets related to economic development while keeping a lateral view of connected and cross-cutting issues.
- To encourage opportunities for better ways of working, joint working, delegation and joint or shared resources where appropriate.
- To monitor and review progress and periodically report to the networkfareham Board on performance.

### **4.0 Constitution**

The Partnership is required to prepare and agree a Constitution that includes the following key elements:

- the name of the partnership;
- aims and objectives;
- membership, including status of different members and termination of membership;
- schemes of delegation;
- powers;
- roles;
- income;
- meetings: notice and frequency of meetings; quorum rules; chairing arrangements; voting arrangements and representation of other members;
- decision-making processes (scope and timescales);
- timescales;
- amendments to the partnership's rules;
- minutes; and
- exit strategy/arrangements for dissolution.

### **5.0 Membership**

Membership should be open to organisations that are approved by the Partnership.

The membership shall include the Fareham Borough Council Executive portfolio holder for the Partnership's theme.

Each member invited to join the Partnership will be expected to bring additional knowledge or experience, or a different perspective on economic development issues, in order to add value to the work of the Partnership.

## **6.0 Decision-making**

The Partnership will operate on the assumption that all decisions will be reached by consensus. In exceptional circumstance where a vote proves necessary each member will have a single vote and in the event of a tied vote the Chairman will have a casting vote. Non-appointed representatives and officers in attendance will have a non-voting and advisory role.

The minutes of the Partnership will be publicly available on networkfareham's website.

## **7.0 networkfareham Board**

The Partnership shall appoint one of its members to represent it on the networkfareham Board. It is left to the Partnership's discretion to appoint the most appropriate person. The expectation is that this will not always be the Chairman or Fareham Borough Council's Executive portfolio holder.

The Partnership will also refer certain matters to the networkfareham Board. Such matters would include issues that:

- are strategic and involve substantial changes in structures, services and use of resources;
- significantly affect the delivery or development of the Sustainable Community Strategy;
- previously have been referred by the networkfareham Board;
- are cross-cutting, contentious or novel.

## **8.0 Sub-Groups**

Occasionally the Partnership may need to set up a sub-group to expedite a particular matter that requires focussed activity or where a more specialist membership is required. A sub-group would normally have a specific remit and period of operation to oversee or undertake a specific task, reporting directly to the Partnership members.

## **9.0 Performance monitoring**

Each thematic partnership will be expected to report on their performance to the networkfareham Board at regular intervals and in a prescribed format that will include measurement against:

- Quality of Life indicators.
- Sustainable Community Strategy.
- Hampshire Local Area Agreement.
- Delivery on specific projects.

Each thematic partnership will be expected to provide evidence of how their progress is being reported to the communities they serve.

## **10.0 Accountability**

The Partnership is accountable to the networkfareham Board.