

TERMS OF REFERENCE

NAME OF COMMITTEE	BUSINESS AND TOURISM COMMITTEE
DATE WRITTEN/REVISED DATE IMPLEMENTED	18.6.24
PURPOSE ROLE OF THE GROUP	<i>To investigate and promote opportunities for the benefit and development of the town, and to give particular focus to supporting the business (including not-for-profit) community and promoting the town through developing its tourism potential.</i>
MEETINGS	Generally bi-monthly unless agreed otherwise
ACCOUNTABILITY	Minutes reported to Full Council Adopted standing orders of Downham Market Town Council
REVIEW	Annually
MEMBERSHIP	Membership: 7 Councillors. Quorum 3 Councillors Non Council members can be co-opted to Committees and sub committees with voting rights, in relation to the management of tourism and festivals, otherwise non-council members do not have voting rights.
OBJECTIVES	<p>To provide the strategic lead for Business and Tourism. To advise Full Council of the impact of its decisions on the business community and the promotion of the town.</p> <p>To proactively investigate and promote opportunities for the benefit and development of the town.</p> <p>To consult and work with the community, to ensure the Town Council is working for the benefit of residents, visitors and the business sector.</p> <p>To support organisations and groups seeking to support local businesses or to develop new projects and ideas to promote the town.</p> <p>To evaluate and design Town Council events in terms of their ability to promote the profile of the town and bring benefits to businesses.</p> <p>The Committee and its sub-committees may co-opt members of the community or outside bodies to provide relevant knowledge or expertise for the duration of a project. Any such co-opted members shall not have voting rights</p> <p>To promote the economic development of the town.</p> <p>To establish sub committees of working parties to discuss and focus on particular projects or plan and to oversee any work that these committees may undertake.</p> <p>To manage allocated budgets and authorise expenditure for the work of the committee (subject to budget allocation agreed by Full Council), with any 'extraordinary' expenditure being referred for consideration at Full Council.</p>
RESPONSIBILITIES OF MEMBERS	<p>Members are expected to</p> <ol style="list-style-type: none"> a) Understand the relevant legislation and regulatory requirements of DMTC b) Contribute time to study and understand the papers involved c) Apply objective and good judgement d) Act in the Community interest e) Work within the DMTC Code of Conduct