

<b>NORTH NORTHAMPTONSHIRE JOINT DELIVERY COMMITTEE</b>		Item 4	Page 1
<b>Councils Affected</b>	All	Date: 12 <sup>th</sup> August 2015	
<b>Report Title</b>	<b>TERMS OF REFERENCE</b>		

## **1. PURPOSE OF REPORT**

To approve Terms of Reference for the North Northamptonshire Joint Delivery Committee

## **2 BACKGROUND INFORMATION**

2.1 Earlier this year, a first draft of the Terms of Reference for a Garden Communities Joint Committee was considered and approved by each of the participating local authorities.

2.2 Attached as Appendices A and B are the documents detailing the Functions of a Garden Communities Joint Committee (The Joint Delivery Committee) and a Joint Delivery Unit.

2.3 The draft Terms of Reference do not include the following matters, which are required to be set out within the adopted document:-

- Membership
- Election of a Chair/Appointment of a Deputy Chair
- Meetings
- Administration and Officer Support
- Financial Matters
- Legal Status
- Ethical Standards

2.4 Attached as Appendix "C" is a draft Terms of Reference for the Joint Delivery Committee, incorporating those Terms of Reference as already agreed by individual authorities.

2.5 The Committee is asked to note, in particular:

- the inclusion of provisions relating to public access to meetings (Item 4 in Appendix "C")
- the fact that, in terms of financial accountability, this rests with the accountably body (currently Kettering Borough Council for capacity funding) as far as CLG is concerned, but the committee will represent our collective responsibility for demonstrating value for money in the use of funds

**BOROUGH OF KETTERING**

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**RECOMMENDATION**

That the draft Terms of Reference for the Joint Delivery Committee be considered and, once agreed, recommended for approval by partner authorities.