

Officer Group Terms of Reference

Report of Richard Doleman, Chair, Officer Group

Summary

This report presents the Terms of Reference for an Officer Group to support the Greater Thetford Development Partnership Board (GTDPB). The Board agreed at the last Board meeting that the Officer Group would replace the Planning and Projects and Inward Investment sub groups which are now considered disbanded.

Recommendations

- (i) It is recommended that the proposed terms of reference for the Officer Group attached as Appendix 1 are adopted.
- (ii) The Board agrees to officers bringing any consequential changes to the GTDPB terms of reference, arising from the new Officer Group terms of reference, to a future Board meeting for approval.

1. Introduction

- 1.1 At the Greater Thetford Development Partnership Board Meeting on 16 Feb the board agreed to the principles of setting up an Officer Group to support the work of the Board. The Officer Group will replace the existing Inward Investment and Planning and Projects sub groups.

2. Officer Group proposals

- 2.1 The Officer Group met on 23 February 2018 and considered the terms of reference for the group. The draft Terms of Reference are attached at Appendix 1.
- 2.2 The Terms of Reference remove the chair of the Officer Group from the Board. If agreed, then the terms of reference of the Board will need to reflect the changes in terms of its composition removing representation on the board of the Inward Investment and Planning and Projects sub groups.

3. Contribution to Board Objectives

- 3.1 The establishment of a revised officer group will support the work of the board and support work on all 6 Board Objectives.

4. Recommendations

- (i) It is recommended that the proposed terms of reference for the Officer Group attached as appendix 1 be adopted.
- (ii) The Board agrees to officers bringing any consequential changes to the GTDPB terms of reference arising from the new Officer Group terms of reference, to a future Board meeting for approval.

Officer Contact

If you have any questions about matters contained in this paper please get in touch with:

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Appendix 1 : Officer Group Draft Terms of Reference