

Placemaking in Exmouth Town and Seafrost Subgroup Terms of Reference

The role of the Subgroup is to enhance communication between elected members and senior officers of East Devon District Council, Exmouth Town Council and Devon County Council in an open and transparent way, particularly on issues of mutual significance in respect of the development and delivery of the Placemaking in Exmouth Town and Seafrost Placemaking plan. The subgroup is to act as a 'critical friend' throughout the project. Subgroup meetings to achieve these tasks may be held face-to-face or online. The Subgroup will meet as often as necessary the following initial key tasks are to:

- Establish the Subgroup, review the terms of reference, and agree how the Group will work.
- Provide local views on the challenges and opportunities of Exmouth Town and Seafrost, to inform the implementation of the Placemaking Strategy.

Membership includes representatives from each partner Council, including representatives from Devon County Council and Exmouth Town Council.

Terms of Reference – (Subject to Cabinet Approval)

To provide an advisory subgroup of County, District and Town councillors and stakeholder with officer support to inform progress and advise East Devon District Council's Placemaking in Exmouth Town and Seafrost Group to enable it to take forward the successful delivery of The Placemaking Plan for Exmouth Town and Seafrost.

- To receive briefings and reports from officers and to act as a point of reference for the successful delivery Place Making in Exmouth Town and Seafrost.
- To advise on and input to external expert and professional consultancy
- To support further engagement of public and stakeholders
- To promote best practice, help overcome barriers and promote optimal outcomes for the benefit of Place Making in Exmouth Town and Seafrost
- To promote the objectives and successes of Place Making in Exmouth Town and Seafrost

The Subgroup may, invite individuals with relevant expertise to attend on a 'one-off' basis to discuss a particular issue.

To ensure that there is public awareness of the **Placemaking in Exmouth Town and Seafrost Group's** activities, discussions and project progress, notes of meetings will be publicly available and published as part of the District Council's Cabinet agendas.

The Subgroup will be subject to review in two years' time to assess need for continuation and/or whether any changes are appropriate.

Membership

Membership of the group is set out below.

3 EDDC Councillors (Inc Chair and Vice Chair of PETS)

2 Town Councillors

2 County Councillors

Membership may alter throughout the committee's lifetime to reflect this.

Secretariat

The District Council will provide the secretariat service for the Project Group.

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