



### *Terms of Reference for Task and Finish Groups*

#### *1. Purpose*

For the Uredale Community Partnership to be successful in its ambition to make our area an even better place to live in, work in and invest in, Task and Finish Groups need to be established to actively address a specific issue or project. The groups will be tasked with recommending and delivering tangible outcomes to enhance the well-being of the community.

#### *2. Objectives*

- To assess the identified issue or project and gather relevant information and evidence.
- To develop recommendations, solutions, or strategies based on findings.
- To prepare a final report or deliverable outlining the group's outcomes, including any proposed actions.
- To ensure all key stakeholders are consulted and involved, where necessary, in the process.
- To use the partnership's collective voice, building on existing connections across Ripon and the surrounding towns and villages
- To collaborate with NYC departments and with the support of the partnership, be an active voice in upcoming consultations

### *3. Scope*

In carrying out the objectives, the Task and Finish Groups will:

- Have a strong focus on prevention and reduction of inequalities
- Ensure the voice of young people is brought in to help shape outcomes
- Make a commitment to environmental, energy efficiency and climate change actions
- Be encouraged to look long term to tackle local challenges that:
  - improve the local economy and contribute to the creation of community wealth
  - drive community action
  - improve community, environmental and individual wellbeing
  - improve accessibility for all
  - improve community resilience
  - benefit the Uredale area as a whole.

### *4. Roles and Responsibilities*

- Group Lead: to ensure the group remains focused on its objectives, facilitates meetings, and reports to the steering group.
- Group Members: from a cross-section of stakeholders who'll contribute their experience and expertise to discussions, analysis, and decision-making.

### *6. Reporting and Accountability*

- The Task and Finish Groups will report to the Steering Group, providing regular updates on progress.
- A final report or deliverable will be submitted to the Community Partnership, outlining findings, recommendations, or solutions.

### *7. Resources and Budget*

- There is no budget allocation for Task and Finish Groups. Once solutions are identified and reported, funding will need to be sought through grant applications such as the UKSPF. This will be undertaken by the Steering Group for the duration of the pilot project.