

Members Area Group

Terms of Reference

Nov 2012

1. Member Area Groups (MAGs) will exist for the following areas:

- Rhyl
- Prestatyn
- Elwy
- Denbigh
- Ruthin
- Dee Valley

2. MAGs are closed County Council meetings. They will be chaired by a County Councillor and agenda items will be determined by the County Councillors in each MAG.

3. The purpose of MAGs is to:

- review service provision in the area;
- use local data to plan improvements within the community;
- agree community capital funding priorities and where appropriate agree its distribution;
- agree road improvement priorities;
- monitor the implementation of the Town Plans and their links to the wider area;
- when appropriate, consider how assets can be used within an area to best effect
- receive or refer items for discussion, review or comment;
- monitor the effect of the corporate priorities at local level;
- influence the corporate, financial and business planning processes of the Council;
- inform the development of the 'Big Plan' and monitor its Action Plan;
- act as a consultative group and where appropriate nominate representatives;

Any decisions or recommendations relating to the above will be made by County Councillors only.

- 4.** Meetings will take place 6 times per annum on a bimonthly basis.
- 5.** Meetings will be supported by a 'Coordinating' officer with appropriate administrative support who will convene meetings, arrange the agendas, supporting documentation, attendance, minutes and follow up work, securing proper linkages to other structures within the Council or partner organisations.
- 6.** Meetings will also be supported by an identified officer at SLT level.
- 7.** Data from area profiles and the Welsh Index of Multiple Deprivation, together with service and partners' intelligence on the area, will be used to focus the debates on key issues affecting the area. The action plans relating to Town Plans will also feature prominently in MAG considerations.
- 8.** MAGs will be able to refer matters to the 3 Scrutiny Committees (predominantly Communities Scrutiny, but this will be dependent on the issue referred). The Scrutiny Co-ordinating Group will be tasked with coordinating the items referred from MAGs to Scrutiny. It will be the responsibility of the relevant Scrutiny Committee to decide whether or not items considered should be referred to Cabinet.
- 9.** In addition to the regular County Liaison and Cluster meetings with T&CC, each MAG has an important role in underpinning the Charter and promoting our relationship with T&CC. At the discretion of each MAG they may wish to invite relevant Town and Community Council representatives to meet the area MAG on an occasional basis.
- 10.** Each MAG will be open to County Councillors in that area only, however partners such as T&CC, Local Health Board, police etc may be invited to discuss specific agenda items.
- 11.** MAGs will be encouraged to meet in various facilities within the area in order to develop a better understanding of all the assets within the area.