SPORT, LEISURE AND CULTURE COMMITTEE

TERMS OF REFERENCE

AND

DELEGATED POWERS

2023/2024

1. The Sporting, Leisure and Culture Committee is appointed by and solely responsible to Wellingborough Town Council.

2. The Committee's duties, as set out in these terms of reference, are defined and agreed by the Full Council, which may vote, at any time, to modify, remove or increase the Committee's terms.

3. Meetings are to be held at least quarterly.

4. Membership: The Committee will consist of no fewer than nine councillors. All members of the Committee are expected to represent the interests of the whole Council area.

5. A quorum will be a minimum of four elected members.

6. Record of Proceedings: The Committee will meet as required to fulfil the responsibilities below. Written minutes will be taken to record the Committee's decisions. The Clerk will be responsible for arranging the recording and distribution of the minutes.

7. Responsibilities: The committee has delegated authority from the Council to work with officers, as appropriate, to fulfil the following responsibilities, in line with Financial Regulations, budget restrictions and any other framework that is required in law or that the Council puts in place:

a. Work with organisations to review and enhance sporting provision.

b. Making annual estimates of income and expenditure to inform budget recommendations to the Finance and Governance Committee for 2024-2028.

c. Creating and reviewing a grants policy for awarding grants to local organisations for the provision of sports, leisure and culture.

d. Awarding grants to local organisations as per the Council's Community Grant Awarding Policy.

e. Awarding funds to young people to enable them to visit the Twinned Towns, as per the Council's Twinning Grant Policy.

f. Reviewing the Twinning Grants Policy periodically, making changes where necessary.

g. Agreeing a program of Council events and activities for the year, including school holiday activities, monitoring budgets and evaluating success.