

Terms of Reference

Liskeard Renewal Partnership

The aim of Liskeard Renewal Partnership is to make Liskeard a better place to live, work, visit and enjoy. Bringing together key organisations and individuals in Liskeard to:

1 Develop projects to benefit and renew Liskeard, especially around economic regeneration, use of key buildings and spaces and digital development. Drawing on the Neighbourhood Plan and Town Vision. See *Appendix 1* for a summary of projects from the Town Vision report.

2 Facilitate working between the public, private and voluntary sectors.

3 Enable grant funding for projects, sharing information and expertise and looking at which bodies are best placed to secure funding.

Set Up

26th August 2025 - Town Council agrees draft Terms of Reference

Early December 2025 - An initial, externally facilitated, session will be held to agree the immediate priorities for the group to take forward, taking into account what work is already underway. Based on these priorities, the business and community participants at the session will agree a smaller number of representatives to sit on Liskeard Renewal Partnership – See *Appendix 2*.

In parallel with this process, work will be carried out to define and resource the staffing to coordinate the renewal work (see below).

Membership

A balance of public, private and voluntary sector members, with expertise relevant to the priority projects being taken forward.

- Council
 - Three Liskeard Town Councillors (plus one councillor as a reserve)
 - Two Cornwall Councillors
- Business representatives (plus one member to be a reserve substitute)
- Community, health and education representatives (plus one member to be a reserve substitute)

Advisory/non-voting members – Liskeard Town Clerk and Deputy Town Clerk, Cornwall Council Community Link Officer (when required)

Additional members/officers can be asked to attend depending on what is being discussed.

Quorum

Meetings will be postponed if:

50% or more of members indicate, prior to the meeting that they are unable to attend.

If one, or more, of the types of membership organisations (Council, business, community) is not represented.

Decision Making

Liskeard Renewal Partnership will aim to reach consensus decisions. However, if a vote is necessary, it will operate on the basis of one member one vote. In the case of a tie, the Chair will hold a casting vote.

Chairing

The Chair and Vice-Chair to be appointed annually.

Meetings

The group will meet quarterly, with the option of additional meetings as required.

Staffing

The Town Council has approved a budget of £10,000 for 2026/27 to engage a consultant(s) to support development of the emerging projects. An early priority will be to obtain funding for the chosen option. The contract will be with Liskeard Town Council.

Administration

Admin support for the group will be provided by Liskeard Town Council.

Reports to

Liskeard Town Council as the accountable body. All financial arrangements will be directed by the standing orders and financial regulations of the Town Council.

Detailed Terms of Reference of Liskeard Renewal Partnership

Purpose

- To continue to improve the profile of Liskeard, creating a more prosperous, welcoming, green and attractive town for local people and visitors to enjoy.
- To bring together the private, voluntary and public sectors in the town to work in partnership and to co-ordinate their activities towards a common goal.
- Working in partnership with other organisations, to build on the town's strengths, address the weaknesses, realise new opportunities and mitigate any threats to the long-term prosperity of the town.

Role and responsibilities

- To collate information to help inform decisions.
- To formulate a shared understanding for carrying out improvements for the benefit of all stakeholders. As appropriate, to identify and prioritise projects to improve the economic, social and environmental revitalisation of the Town and for its long-term benefits.
- To seek and/or assist with funding of initiatives for the benefit of Liskeard.
- Securing investment to further the Town Vision and Neighbourhood Plan.
- To offer a forum whereby community groups, residents and private sector companies can seek advice/feedback on their emerging projects within Liskeard. In addition, to engage with the community for the benefit thereof.
- To provide a forum whereby members of the group can help to ensure co-ordination between existing and emerging projects.
- To give time or resources towards identified projects, and to establish task and finish groups, as appropriate.
- To work in accordance with the principles of the Liskeard Neighbourhood Plan.
- The members shall help plan, review and refine activities based on their knowledge and expertise.

- All members can act as ambassadors for the Partnership. In this role they need to represent the collective views of the group and not their own views or those of their organisation.

Ways of working

- To accept and acknowledge there is a partnership, and actively strive for cohesion. Voluntary, public and private sector representatives are all members of the team, working together for the benefits of the Liskeard community.
- To agree to use an innovative and professional approach for the benefit of Liskeard.
- The Members shall listen to and respect the views of other members.
- To ensure community engagement and transparency:
 - Proactively communicate with the community.
 - The group will consult with and actively engage with the wider community.
 - All agendas and notes will be published on the Town Council website.
 - An email newsletter will be sent out at least quarterly to all interested local people, with press and social media publicity too.