

Terms Of Reference

Berwick Forum

A Berwick Forum has been established to facilitate open communication and discussion in relation to the proposals outlined in NCC's Town Asset plan.

The formulation of the group follows meetings with the members of the Town Council who are keen to have a positive and productive discussions with Northumberland County Council.

Membership

- Head of Strategic Estates - Northumberland County Council
- Surveyor, Strategic Estates, Northumberland County Council
- Representative from Accommodation Team
- Up to five representatives (to be specified from Berwick Town Council)

Focus of work

Discussions to be held around NCC's proposals for its assets in Berwick. The Forum will provide an opportunity for NCC to provide background to proposals and decisions. Group members to feedback the views of local people and Town Council in relation to NCC's proposals. Discussion to take place around new idea's / suggestions emerging from different sources.

Accountability

The group will report through the Head of Strategic Estates & Accommodation programme to Elected Members and the Chief Executive. The work of the group will report ultimately to Capital Works Programme Cabinet Advisory Group. The work of the group will also report into the Town Council.

Frequency of Meetings

The Forum should meet monthly for the first 6 months and at this point the frequency of meetings will be reviewed. Sub-groups may be created where appropriate to work on specific projects.

Confidentiality

All information discussed and shared in the group will remain confidential to Forum Members. At the end of each meeting what information can be shared with other parties outside of the Forum will be agreed. No information discussed at the meeting will be shared with the press or on social media without explicit agreement from both the NCC and Town Council members.