

## **APPENDIX B**

### **COUNTRYSIDE JOINT GROUP**

#### **PROPOSED TERMS OF REFERENCE AND METHOD OF OPERATION**

1. The Joint Group will consider all matters relating to countryside, riverside and other parks and open spaces in the ownership of or managed by Huntingdonshire District Council.
2. The Joint Group will not have responsibility for any executive functions within the meaning of the Local Government Act 2000.
3. The Joint Group will be constituted in accordance with the Local Government and Housing Act 1989 and the District Council's Constitution with a membership comprising four members of Huntingdonshire District Council (appointed by the Cabinet) and one Member appointed by Cambridgeshire County Council.
4. The Joint Group will meet formally on at least two occasions in each year. Its formal meetings will be open to the public. The quorum for formal meetings shall be not less than three Members and attendance will be open to Officers of both the County and District Councils.
5. The Joint Group also will meet informally on at least two occasions per year.
6. The Minutes of the formal meetings of the Joint Group will be presented for confirmation to the ensuing formal meeting and copies of the Minutes will be supplied to the District Council and the County Council. Servicing of meetings will be undertaken by the District Council.
7. The Joint Group will monitor implementation of Clause 2 of the Agreement between the County Council and the District Council in relation to Hinchingsbrooke Country Park dated 1<sup>st</sup> April 1998 under which –
  - ◆ the County Council indicated their wish to see the District Council continue to run the existing services listed in the attached Appendix and to adopt performance measures, similar to those listed;
  - ◆ any change to the existing service levels will be agreed between the County Council and the District Council via the Joint Group before their implementation;
  - ◆ the Joint Group will liaise, on behalf of the District Council, with users of the Parks and Countryside Service and undertake periodic public consultation to which all users, Officers and Members would be invited to discuss and plan future development;

- ◆ the Joint Group will consider annually the wider role of the Parks and Countryside Service in offering specialist advice to the residents of Cambridgeshire as a whole; and
  - ◆ the Joint Group will ensure, on behalf of the District Council, that the Parks and Countryside Service continue to offer support for the Care in the Community Programme which provides work placements for handicapped adults.
8. The Joint Group will receive financial information and an annual budget for Hinchingsbrooke Country Park, in particular, and the Parks and Countryside Service of the District Council as a whole. Upon closure of the accounts in each financial year, the Joint Group will receive a statement from the District Council of all income received and expenditure incurred in the use of Hinchingsbrooke Country Park. All surplus income over expenditure will continue to be re-invested in the Country Park in accordance with previous practice.
9. The Joint Group may report with or without recommendations on any aspect of the management and operation of the land referred to in Clause 1 of this agreement to the District Council and County Council.