

Hebden Bridge & Mytholmroyd Development Board

TERMS of REFERENCE (Revised May 2025)

1. OVERALL AIM

- a)** To promote the regeneration of Hebden Royd and secure a better balance between the visitor economy and the role of Hebden Bridge as a district centre.

2. HEADLINE OBJECTIVES

- a)** To balance the economic development of the area and its role as a visitor hub, with the needs of residents and local businesses.
- b)** To support implementation of the masterplan for Mytholmroyd.
- c)** To ensure that Hebden Royd is an attractive place to live in and visit, busy and economically vibrant.
- d)** To address economic, social, transport and environmental issues and aspects within the area.
- e)** To identify and realise investment opportunities in the area.
- f)** To promote inclusion and accessibility in development of the area.
- g)** To involve and engage local community groups, businesses, and people in this work.
- h)** To engage with and be informed by the Neighbourhood Plan for Hebden Royd and the Hilltop parishes.

3. Detailed areas of work

- a)** The Board will play a leading and flexible role to deliver local regeneration. It will do this by:
 - i.** Place making and planning of the vision for the town centres and more detailed components thereof.

- ii. Support to secure external funding into the area.
- iii. Support improved accessibility.
- iv. Support local business development and cooperation.
- v. Develop and build community groups involvement in public service delivery, strengthening links with community anchor organisations.
- vi. Development of community capacity to deliver future regeneration and community building projects.
- vii. Consideration of asset management issues including the decommissioning of buildings which come to the end of their useful life and the planning of new modern facilities for the delivery of public services in support of a community hub model.
- viii. Consideration of transport and traffic management issues.
- ix. Support for events and marketing campaigns in the area.
- x. Support for the Improvement and management of local markets, and public realm.
- xi. Broader involvement of local community.
- xii. Reviewing and commenting on project specifications, plans and any subsequent changes put forward by Calderdale Council and partners.
- xiii. Providing direction and agreeing priorities.
- xiv. Ensuring collaborative working between organisations.
- xv. Consulting with wider forums relevant to realising the priorities identified.

4. METHODS OF WORKING

- a) The Board is expected to meet every two months, on a schedule agreed for the year. At each meeting, the Board will receive reports on progress with agreed priority projects. It can establish working groups for individual projects

or activities. Board meetings are open to the public. Minutes will be available on the Council's website and to the board's constituent groups. Items to be considered as exempt will be those which are commercially sensitive.

5. MEMBERSHIP

- a)** Membership of the Development Board will not normally exceed 14 (excluding Portfolio Holder positions) and will comprise the following:
 - i. Calder Ward Councillors x 2
 - ii. Cabinet member for Public Services
 - iii. Cabinet member for Regeneration & Strategy
 - iv. Hebden Royd Town Councillors x 4
 - v. Councillor representative for Luddendenfoot x 2
 - vi. Representatives from Hebden Bridge and Mytholmroyd areas (ideally representing residents, businesses, retailers, market traders, community groups, education, and young people) x 7
- b)** Community representatives are selected for a three-year period to reflect the strategic nature of this Development Board's work. Representatives may serve a maximum of three terms (i.e. nine years).
- c)** The Board may make any co-options that it sees fit to achieve its aims and objectives.
- d)** The Board will be serviced and supported by Calderdale Council Officers.

6. Individual responsibilities of Board members

- a) Board members are expected:**
 - i. To be champions of projects within their own organisations and publicly.

- ii. To channel two-way communication between the Development Board, project teams and all stakeholders.

7. CHAIR

- a) The Chair will be a Calderdale Councillor, and the role of Chair will rotate between the ward councillors.

7. QUORUM

A quorum will be the Chair or Deputy Chair plus 1 other councillor and 4 other members of the Board.

8. DECISION MAKING

Decision making will normally be by discussion and consensus seeking wherever possible. All members of the Hebden Bridge & Mytholmroyd Development Board have voting rights.

In the event agreement cannot be reached, the Chair has the casting vote.