

# Whitehill & Bordon Strategy Group (SG)

## Terms of Reference - Feb 2021

### 1 Introduction

- 1.1 Much of the success of the Whitehill & Bordon regeneration programme has been down to the strength of its partnership and the collaborative working arrangements between the various decision-makers, delivery bodies and stakeholders. This approach is supported by a clear and robust working & governance arrangement, which in itself is supported by a shared set of partner behaviours and values.
- 1.2 The broad structure has been in place since 2015 and has served the project well through the early planning and then initial delivery phase of the Whitehill & Bordon regeneration project. Over time, it has been updated to reflect the evolving nature of both the project and the partnership.
- 1.3 In 2020 a review was carried out to ensure that the governance remains effective, continues to provide the right framework to enable the project to move forward and facilitates positive engagement with stakeholders at all levels.
- 1.4 The arrangements comprise 3 strands – Strategy, Delivery & Implementation and Community/Stakeholder engagement. This is set out in figure 1 below. The intention is that those 3 strands work together and complement each other, to enable a comprehensive approach to be taken.
- 1.5 Groups that are established as part of this arrangement will be advisory in nature only. Formal decision-making will rest with the relevant party and will be made in accordance with its normal processes and procedures.
- 1.6 These terms of reference relate to the Strategy Group.

### 2 Purpose

- 2.1 To bring the key strategic partners together to work towards delivery of the successful regeneration of Whitehill & Bordon in accordance with an agreed strategy and approach.
- 2.2 To consider and provide a steer on strategic issues including, but not limited to;

- Town Centre delivery
- Jobs & employment
- Strategic housing & infrastructure (including Local Plan)
- Covid economic recovery
- Positive place-making
- Strategic communications

- 2.3 To oversee and provide a strategic steer to the Delivery & Implementation Group, with regard to the priorities set out in the associated delivery plan.
- 2.4 To work positively and collaboratively to overcome strategic barriers and to build on opportunities to continue to ensure a successful regeneration programme.
- 2.5 To celebrate successes and to reflect on lessons learnt.
- 2.6 To act in an advisory capacity. The group will not have a formal decision-making role, nor impact on any other organisation's accountability arrangements or statutory responsibilities.

### **3 Membership and meetings**

- 3.1 Membership will comprise the following, with at least 1 senior representative (Members where appropriate) who will be expected to engage in and attend meetings;
- Defence Infrastructure Organisation (DIO)
  - East Hampshire District Council (EHDC)
  - Enterprise M3 Local Enterprise Partnership (EM3)
  - Hampshire County Council (HCC)
  - Homes England (HE)
  - Whitehill Town Council (WTC)
- 3.2 Membership will be reviewed as and when required, to reflect the evolving nature of the project.
- 3.3 The group will be chaired by the Leader of East Hampshire District Council in his capacity as Leader/Portfolio Holder.

- 3.4 The Chair may invite other parties to attend meetings for part or in its entirety, as and when considered beneficial.
- 3.5 Secretariat will be provided by East Hampshire District Council until such time as agreed between the parties.
- 3.6 Frequency of meetings – meetings will be held quarterly or as and when required and agreed between the parties.
- 3.7 Notice of Meeting - unless otherwise agreed, notice of each meeting confirming the venue, time and date together with an agenda of items to be discussed and supporting papers, will be forwarded or notified to each member of the group, any other person required to attend, no later than five working days before the date of the meeting.
- 3.8 Note/actions of the meeting will be taken and circulated to all attendees as a draft for comment. Where items are confidential, it must be declared and will be recorded in the minutes and redacted as appropriate. Transparency is important and it is the intention that the minutes will be published on appropriate website(s).

## **4 Behaviours & values**

- 4.1 The parties agree to the following;
  - To work positively, collaboratively and collectively within the agreed partnership framework.
  - To champion whole-town thinking, ensuring that the needs of the whole of Whitehill & Bordon and its communities are considered.
  - To champion creativity and innovative thinking.
  - To respect differences of opinion and agree not to undertake any action that will knowingly undermine the work and collaborative ethos of the group.
  - To be open, honest and transparent.
  - To share information, insights and intelligence; but also to fully respect confidentiality.
  - To respect the skills, experiences and talents each of the partner brings; rather than by job title and hierarchy.
  - To deepen the collective understanding of each others' organisations' strategic priorities and commitments to Whitehill & Bordon and its communities.

## 5 Review of terms of reference

5.1 The terms of reference will be reviewed every two years, or sooner as the parties decide.

**Figure 1: Whitehill & Bordon Regeneration – Governance & Working Arrangements**

