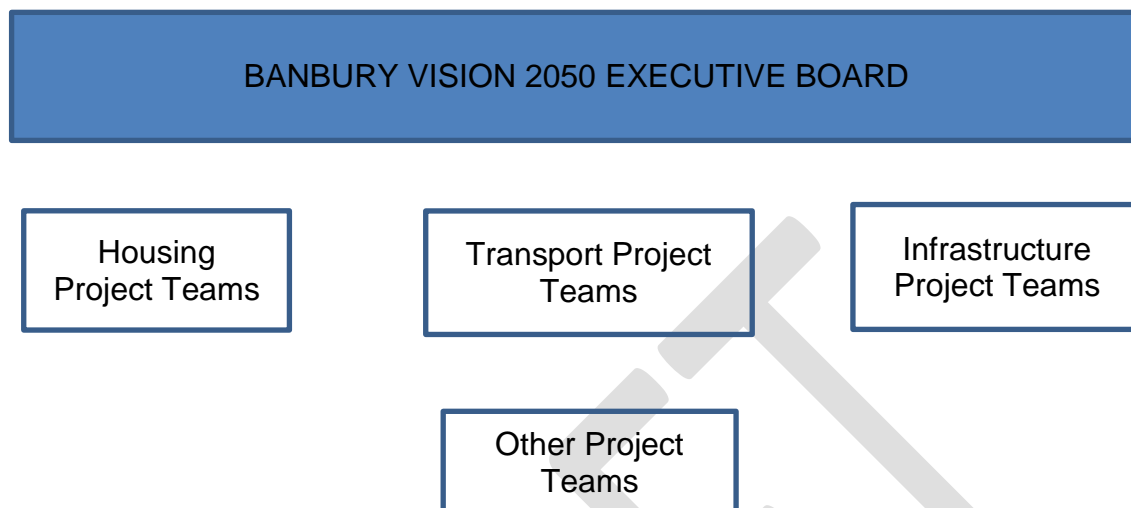


Appendix 1

Banbury Vision 2050 Programme Board – Terms of Reference



- 1.1 The Banbury Vision 2050 Executive Board will be made of senior stakeholders. This will give the strategic direction for the Programme and will consist of Portfolio Holder, Members, Senior Executives from partners and chair of the Programme Board.
- 1.2 The Programme Board will consist of senior responsible owners who will agree the schedule of projects which constitute Banbury Vision 2050.
- 1.3 Project Teams will be led by the appropriate Project Managers.

Meeting Purpose

To oversee at senior officer level the Banbury Vision 2050 programme. Reporting into the Executive Board, the programme board will be responsible for setting the overall strategic direction and for steering the individual projects which form part of the Banbury Vision 2050 programme. The meeting will ensure that members, key officers and external colleagues are fully informed of all aspects of the programme.

Meeting Agenda

The agenda for the Board meeting is split in two: with Agenda 1 covering strategic aspect of the programme and Agenda 2 covering project workstreams.

Meeting Frequency

The Board meets fortnightly with alternate agenda:

- Agenda 1, Strategic – monthly
- Agenda 2, Project workstream – monthly

Highlight reports required for the meeting:

- For Agenda 1:
 - Infrastructure
 - Social Value
 - Sustainability

- For Agenda 2:
 - Town Centre Projects
 - Canalside Projects
 - Transport Projects
 - Tramways
 - Debenhams

Programme Scope

Banbury Vision 2050 comprises the projects that contribute to the delivery of Banbury Town Centre and Canalside with the ultimate ambition is to create a place which becomes a destination for living, employment, leisure and entertainment.

Meeting Objectives

- Set the overall strategic direction
- Manage the overall progress of Banbury Vision 2050
- Steer and monitor all of the individual projects
- Monitor financial expenditure
- Manage programme board risk register
- Monitor the master programme
- Monitor all internal and external interdependencies
- Oversee resourcing
- Responsible for the Banbury Vision 2050 communications plan

Membership

Chair – Portfolio Holder – Economy and Regeneration
Corporate Director Communities
Assistant Director (AD) - Growth & Economy
Banbury Future 2050 Programme Director
Land Acquisition Manager
Commercial and Development Manager
Strategic Design Manager
Senior Development Manager
Head of Placemaking
Delivery Manager– Infrastructure and Construction
Sustainability Manager
Transport & Highways
AD - Legal Services
AD - Finance
AD – Wellbeing and Housing
AD - Property
Project Officer – Note taker

And external stakeholders invited as needed