

AMMANFORD TOWN COUNCIL
WELLBEING, COMMUNITY ENGAGEMENT & EVENTS SUB-COMMITTEE
TERMS OF REFERENCE

The Wellbeing, Community Engagement & Events Sub-Committee was appointed at the Full Council Meeting of Ammanford Town Council on Monday 9th September 2019 and will be reviewed at the Annual General Meeting of Ammanford Town Council.

All members of the Committee will be required to attend the One Voice Wales trainings: Module 18 – Introduction to Community Engagement; Module 13 – Community Engagement Part II; Module 20 – Wellbeing of Future Generations Act 2015/Sustainability within **five** months of their appointment.

Membership: Maximum of 7 (To include the Mayor & Deputy-Mayor) **Quorum:** 3

The Wellbeing, Community Engagement & Events Sub-Committee has the delegated power to:

- Ensure that the Community Engagement Policy is adhered to at all times.
- Ensure the Promoting & Wellbeing of Staff and Managing Stress Policy is adhered to at all times.
- Create a quarterly newsletter to be sent to all households within the Town.
- Act upon the results of Community Consultations and Surveys.
- Make and oversee grant applications for wellbeing, community engagement and events.
- Review all reports made to the Clerk by Councillors regarding their engagement with members of the public and act on any trends.
- Organise all events that have been agreed by Full Council, within the agreed budget set.
- To undertake health and safety risk assessments for each event.

The Wellbeing, Community Engagement & Events Sub-Committee will also:

- Ensure quarterly surgeries are promoted and feedback is given to Full Council.
- Work with community groups and organisations and promote the value of volunteering.
- Review and put together a budget and calendar of events for the following financial year (October), for the Full Council to receive.
- Research future potential projects.