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## Terms of Reference

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### Community Wealth Building Commission Progress Group

#### **1 Powers and Responsibilities**

- 1.1 Progress the delivery of and monitor the implementation of the Community Wealth Building Commission's (CWB) initial workplan and action plans to meet the objectives of the Community Wealth Building Strategy in order to contribute to the priorities of the South Lanarkshire Community Plan and promote a strategic approach to Community Wealth Building in South Lanarkshire.
- 1.2 Undertake tasks as directed by the CWB.
- 1.3 Support the CWB in the promotion of the Strategy
- 1.4 Support the CWB in its' work to facilitate upskilling and awareness raising, across the partnership involved in developing its strategic approach. Partners, staff, and communities will all be involved as part of this programme of work.
- 1.5 Facilitate learning through identifying best practice activities in other established CWB areas
- 1.6 Support the CWB in the promotion of partnership working and to secure the involvement of partners including businesses, Government agencies and local organisations in Community Wealth Building initiatives and promote best practice among stakeholders.
- 1.7 Highlight and propose solutions to the CWB on any problems and issues arising which may impact upon the implementation of the Strategy.
- 1.8 Contribute to the development of future workplans to take forward the Strategy for approval of the CWB
- 1.9 Support the CWB to review policy and practice to deliver a more inclusive economy.
- 1.10 Facilitate where required information and data sharing activities related to the 5 pillars of Community Wealth Building.

#### **2 Membership**

- 2.1 Officer level representatives of the Council and all partners represented on the CWB and Community Planning Partnership.
- 2.2 Other Council officers and Representatives of Community Planning Partners may be invited to participate in specific meetings as required.
- 2.3 The CWB Progress Group will be chaired by (to be inserted once the nominated Chair is approved by the CWB).

#### **3 Meeting Arrangements and Practice**

- 3.1 Meetings to be held 8 weekly each financial year on dates to be agreed.
- 3.2 Additional meetings to be held as and when required.

- 3.3 Minutes of meetings will be submitted to the next appropriate meeting for approval as a correct record. An action log will be maintained to monitor progress against actions.
- 3.4 Bi- annual Reports to the Community Wealth Building Commission. Additional reports to be made as required by the Commission.