



St Edmundsbury
BOROUGH COUNCIL

Z525

Cabinet

11 February 2009

Public Venue Working Party: Terms of Reference and Membership

A. Terms of Reference

1. Overview

1.1 To oversee the development of the Public Venue in Bury St Edmunds.

2. Terms of Reference

The Working Party will:-

- 2.1 progress construction, fit-out and procurement issues;
- 2.2 produce the Business Plan for the operation of the Venue and regularly monitor its implementation and review;
- 2.3 produce and regularly review a marketing strategy;
- 2.4 recommend arrangements for the opening and launch of the Venue;
- 2.5 consider the operation of the Venue within the wider arc development;
- 2.6 undertake risk assessment and equalities impact assessments;
- 2.7 recommend a means of integrating the first floor lettable area within the Venue;
- 2.8 promote partnerships with potential partners and users; and
- 2.9 recommend public art.

B. Membership

- 1. The Working Party will consist of at least five members nominated by the Cabinet and the Working Party may invite individuals outside of the Council to attend meetings to advise on specific issues.

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