1. **Purpose**

**Macclesfield Town Centre Regeneration Working Group**

**Terms of Reference**

* 1. The Town Centre Regeneration Working Group (WG) established Jan 2025 replaces the Town Centre Recovery Working Group established to develop an integrated Covid-19 recovery plan for Macclesfield Town Centre in 2020.
  2. The WG will comprise a small group of members led by Macclesfield Town Council (MTC) /Cheshire East Council (CEC).
  3. The principal responsibilities of the Macclesfield Town Centre Regeneration Working Group (WG) will be:
  + Identify and prioritise key areas for regeneration, including infrastructure improvements, business development, cultural initiatives, and public spaces.
  + Engage with local residents, businesses, and other stakeholders to gather input and build consensus.
  + Secure funding and support from local, regional, and national government, as well as private-sector partners, for regeneration projects.
  + Ensure that regeneration efforts are inclusive, sustainable, and benefit the entire community.
  + Monitor and evaluate the progress of regeneration initiatives and make recommendations for adjustments as needed.

# Scope

* 1. The Working Group’s remit shall be focused on supporting the economic regeneration of the town centre.
  2. Initiatives included in the Regeneration may be temporary or permanent but will be limited to what can be achieved by this group. Any longer-term initiatives will be included in the plan with the understanding that the WG alone cannot make all the achievements and may refer on to relevant parties as appropriate.
  3. The scope of the group and these terms of reference may be reviewed as and when it is felt appropriate by a majority of Working Group members.

# Goals of the Working Group

# Refresh and Build on the Town Centre Recovery Plan.

Revisit the recovery plan and extend with more regeneration aspirations, which are both operational and strategic and, whilst focused on identifying measures to support the short to medium term regeneration of the town centre, respects the vision, objectives and longer term aspirations set out in the Macclesfield Town Centre Strategic Regeneration Framework and other strategic documents such as the Macclesfield Town Council Strategy 2023-27.

# Promote Partnership Work

To involve community and stakeholder organisations as well as retail, transport, heritage, environmental and volunteer groups.

# Ensure Effective Communication

To establish effective two-way communication with stakeholders.

# Seek Funding and Investment Opportunities

To seek opportunities from funding bodies and investors to improve socio-economic development of the town.

# Membership

* 1. Membership will be deliberately limited in number to ensure efficiency. However, the Working Group will seek wider stakeholder engagement through the wider focus group gathering their views and feeding back on progress to the WG.
  2. Membership is based on one or more of the following criteria:
     + Representatives from MTC and CEC;
     + Recognised expertise in the field of Town Centre regeneration and economic development;
     + A recognition that they hold a holistic and strategic view encompassing the town as a whole, including communities, businesses, environmental and other impacts;
     + Skills and experience to generate funding and investment;
     + Experience in developing relevant place based strategies and plans;
     + Able to demonstrate a broad understanding of issues relevant to a range of interests in the local community;
     + Significant knowledge of a sector of clear relevance to town centre regeneration;
     + Ability and willingness to commit to meetings and complete research or other such work outside of the group;
     + Ability and willingness to share appropriate information and skills.
  3. WG members will provide additional input on specific matters as required to execute the responsibilities set out in these Terms of Reference. This input will be through telephone calls, contribution to draft papers and reports, participation in smaller sub- committees (if set up) and other means as appropriate.
  4. The WG may ask other stakeholders to attend meetings, where their area of expertise is appreciated.
  5. There will be no renumeration offered to members of the WG.

# Meetings

* 1. Meetings are to be held regularly in person or via Teams. The papers will be sent electronically, at least five working days before the meeting.
  2. A Chair/Co-Chairs will be agreed by the WG.
  3. To be quorate, two thirds of members must be present, of which two must be from the private sector and a minimum of one member from each Council. Alternates will not be permitted without the prior agreement of the Chair.
  4. The WG may invite appropriate organisations/individuals to give presentations on any matter relevant to the recovery of Macclesfield.
  5. Following every meeting, any decisions taken and actions agreed will be sent out in the notes.
  6. The WG will be supported by a secretariat from MTC. Minutes of the meeting will focus on actions rather than provide a record of all discussion points. The WG will make its governance documentation, meeting agendas and minutes available (e.g. through the website of CEC or MTC).
  7. Members may be required to respect confidentiality of specific topics discussed at the meeting as requested by other members or until decisions are agreed and minutes are made public.
  8. Members must declare pecuniary, personal or any other interest in a proposal or agenda item and will absent themselves for the duration of that discussion to avoid actual or perceived bias.
  9. Matters will be considered by exception by correspondence if a matter is time critical. In the event any member is uncontactable, matters may be determined by a majority, including the minimum parties set out at 5.3. In any such instances copies of emails confirming the position and any comments will be kept by the Secretariat. The matter will then need to be formally ratified at the next Working Group meeting and minuted.
  10. Individual group members will be responsible for reporting back on activities to the group and in turn this will be reported on to the wider focus group for comment and feedback.