

Berkhamsted Town Council
CANAL AND RIVERSIDE PARTNERSHIP
Terms of Reference

The terms of reference for the partnership were originally approved by Berkhamsted Town Council at its 7 October 1996 meeting. These revised terms of reference were last adopted at AMC on 16/05/2022.

Name

The name of the Group is the Canal and Riverside Partnership (CARP)

Status

The Partnership shall be a working group of Berkhamsted Town Council and shall report to the Town Council.

Purpose

To provide:

- A forum of interested parties to consider the improvement and future wellbeing of the Grand Union Canal and River Bulbourne within the boundaries of the Town Council's area;
- A mechanism for the formulation, facilitation and discussion of strategies, schemes of work or special projects which seek to enhance the immediate environment of the Canal and River.
- Once agreed, projects will be submitted to the Town Council for approval and/or action.
- Projects decided upon should be considered for funding opportunities from outside organisations/associated bodies;
- Projects should be congruent with the forward plans and the climate emergency work being carried out by the Town Council's Climate Change Steering Group;
- Projects should be aligned to meet the objectives of the partner members and will not detract from the statutory duties and/or charitable objectives of the participants.

Membership:

The Membership of the Partnership shall comprise:

- 2 members of Berkhamsted Town Council
- 1 member of Dacorum Borough Council
- 1 member of Hertfordshire County Council

Named individuals acting as representatives from the following organisations, or any successors of those organisations:

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- Affinity Water
- Canal and Rivers Trust
- Chilterns Conservation Board (Chalk Streams Officer)
- Inland Waterways Association
- The Environment Agency
- The Berkhamsted Citizens Association
- The Berkhamsted and District Chamber of Commerce
- Groundwork Herts
- The Herts and Middlesex Wildlife Trust
- Local residents – eg voluntary canal warden.

Representation from other organisations may also be invited from time to time to provide any specialist input on a particular topic.

Quorum

The quorum of the Partnership shall be not less than one third of the Members.

Chair

The Chair of the Partnership shall be appointed by the Town Council at each Annual Meeting. In the Chair's absence the second Town Council representative shall chair the meeting.

Substitutes

These will be permitted, provided that prior notice has been given to the Chair.

Officers

The Town Clerk or Deputy Town Clerk will attend meetings in an advisory capacity, to take the notes and ensure that actions are taken forward by members in a timely manner.

Financial

The Partnership shall not incur any item of expenditure without the prior consent of the Town Council through its normal procedures by reference to the Finance and Policy Committee, for recommendation to the Full Council. Similarly, if a particular initiative will be jointly funded by other organisations, all necessary permissions must be obtained from that organisation as appropriate and the Town Council must approve such joint initiatives and funding.