

# Kirkby Town Board

## Safe and Happy Subgroup

### Terms of Reference

Name	Kirkby Town Board – Safe and Happy Subgroup
Vision	To shape a safer and happier Kirkby by taking a collaborative positive, proactive and empowering approach to creating change.
Role	To undertake the role of developing projects and grant funding programmes for the Long-term Plan themes of Safety and Security.
Chair	Sarah Kirk
Vice Chair	Libby MacKenzie
Membership	Una Key, Ashfield Voluntary Action Dianne Holmes, ATTFE Helen Davis, Active Notts Sarah Kirk, Everyone Active Carly McKinney, Violence Reduction Partnership Libby MacKenzie, Nottinghamshire County Council
Supporting Officers	Andrea Stone - Wellbeing Manager Wayne Bennett - Community Protection Officer Sarah Vaughan – Wellbeing Officer
Direction from	Kirkby Town Board
Direction to	Kirkby Town Board and Funding Subgroup
Communication to	Kirkby Town Board and Funding Subgroup
Meeting Frequency	As and when required
Decision Making	Whilst the aims of the subgroup are always to have a consensus in decision making, any items requiring a vote will be conducted in an open manner. In the event of a tied vote, the chair shall have one casting vote.
Quorate requirement	1/3 of members
Minuted by	Ashfield District Council

Responsibilities	<ol style="list-style-type: none"><li>1. Build on the community engagement and understanding we have so far on what's important to the residents of Kirkby and Annesley and strive towards strengthening this knowledge.</li><li>2. Work towards all organisations and groups within Kirkby and Annesley having equal opportunity to apply for funding through the Kirkby Town Fund.</li><li>3. Ensure all projects considered for funding demonstrate clearly how they will help Kirkby and/or Annesley become safer and happier, in a sustainable way, that engages residents and develops their opportunities, skills, confidence and pride in the area.</li><li>4. To recommend projects and programmes of work to the Kirkby Town Board Funding Subgroup.</li><li>5. To use positive and empowering language and behaviours and encourage all organisations/groups accessing the funding to do the same.</li><li>6. To encourage a collaborative approach between organisations/groups whenever appropriate.</li><li>7. To connect with other partnerships and funding opportunities in the area, to ensure a joined up and cohesive approach to safety and happiness in the Kirkby/Annesley area.</li></ol>
Approved Date: 11/10/24	
Signed by Chair – Sarah J Kirk	