



# **BOGNOR REGIS TOWN COUNCIL**

## **TERMS OF REFERENCE**

### **BOGNOR REGIS IN BLOOM**

### **WORKING GROUP**

**Adopted by the Council at its Meeting held on 2<sup>nd</sup> July 2018**

# BOGNOR REGIS TOWN COUNCIL

## TERMS OF REFERENCE: BOGNOR REGIS IN BLOOM WORKING GROUP

**This is a Working Group of the Community Engagement and Environment Committee**

**6 Members of the Authority and co-opted Members**

**Quorum = 3**

Function of Working Group Column 1	Delegation of Functions Column 2
1	The In Bloom Working Group is responsible for the promotion and planning of the Bognor Regis in Bloom competition and the application including the portfolio, planning and promotion for Bognor Regis' entry to South and South East in Bloom.
2	The Working Group will deal under delegated powers with the following specific decision-making issues within the budget and policies approved by the Community Engagement and Environment Committee.
<b>Bognor Regis In Bloom Competition</b> (i) Promote the competition through the media and other methods  (ii) Collate, plan and judge all entries received at the office  (iii) Organise presentation evening, awards and certificates	<ul style="list-style-type: none"> <li>• Working Group within Budget</li> <li>• Working Group within Budget</li> <li>• Working Group within Budget</li> </ul>
<b>South &amp; South East in Bloom Competition</b> (i) Collate material over the year for inclusion in the portfolio  (ii) Complete application to competition and representatives of the Working Party to attend seminars and presentations  (iii) Promote South & South East in bloom through media, schools and other organisations.  (iv) Organise planting competitions  (v) Liaise with BRTC and ADC on planting programs / projects planned for year  (vi) Plan route and itinerary for judging day  (vii) Organise planting displays at national events to promote the town of Bognor Regis	<ul style="list-style-type: none"> <li>• Working Group within Budget</li> <li>• Working Group within Budget</li> <li>• Working Group within Budget</li> <li>• Working Group within Budget</li> <li>• Working Group within Budget</li> <li>• Working Party within Budget</li> <li>• Working Group within Budget</li> </ul>