

Objectives and scope

The objective of the Tourist and events Working Group is to make recommendations to the Amenities Committee regarding the council's tourism and events function in order to

1. Support the promotion of Wendover as a Tourist Destination
2. Provide local events within the approved budget
3. Promote local attractions and businesses
4. Oversee the operation of the Tourist Information office
5. Support the local residents by providing information
6. Generate income
7. Awareness of tourism structure and policies

This could include recommendations on:

- Policy for the TIO: stock, pricing
- Proposals for events
- Staffing levels and opening times for the TIO
- TIO web-site and publications requirements (in conjunction with the Communications Group)
- Identify training requirements (in conjunction with the staffing committee)

Membership and structure

The Working Group shall report to and provide recommendations to the Amenities Committee

Tourist Information Office Manager (Deputy Clerk) shall be a permanent member of the Working Group. TIO staff will be invited as appropriate.

The Chamber of Trade will be invited to join the Working Group for items relating to promotion of Wendover, (items 1-3 above)

Working Groups Role and General Operation Role

To tackle issues as directed by the Council or Committee

To examine an issue in detail- read reports and related materials, examine options, get advise for the council

To act as experts, liaison with experts,

To make recommendations to Council or Committee based on expertise

To explain the recommendations, reasons, options to the Council or Committee

To answer questions from the Council or Committee

Committee and Working Group relationship

- The C'tee must direct the WG and sets clear terms of Ref for them regarding objectives, scope and outcome.
- The role of the Council or Committee is to question and challenge the recommendations, in order to be satisfied of the correct decision.

It relies on the c'tee to ensure it is not just a rubber stamp and demand clarity and justification of recommendations

General Operation

Leader appointed by the Council or Committee

Minimum 2 Councillors as members of the WG

Work priorities and Co-option of experts is agreed by the Council or Committee

The WG will organise themselves for meetings

- Notes of meetings will be prepared to inform the C'ttee of activity and progress
- Working Groups do not meet in public, SO are not applicable

Examine options and make recommendations

A Working Group has no Budget, and may take no decisions on behalf of the Council