

APPENDIX C

Terms of Reference for Dorchester Sports Centre Stakeholder Group

1. Board Members

- 1610 Head of Marketing
- DSC Senior General Manager
- DSC Deputy General Manager
- WDDC Officer
- West Dorset District Council – 2 x member representatives
- Thomas Hardy School representative
- Dorchester Rugby Football Club representative
- West Dorset Swimming Club representative
- Dorchester Town Youth Football Club representative
- Dorset County Council - 2 x member representatives
- DCC Officer
- Dorchester Town Council - 1x representative.
- Duchy of Cornwall representative

**Chair to be appointed for two year cycle at autumn meetings*

2. Frequency of Meetings

Two meetings per year to be held September and March.
Date to be set at previous meeting.

3. Meeting Administration by 1610 Ltd:

Meeting invites are to be sent to all Board members electronically.
Meeting reminders are to be sent 2 weeks in advance of each meeting with the following attachments:

- Agenda
- Previous meeting minutes
- Attached documents for reference (where appropriate)

Apologies sent to 1610 Senior General Manager prior to the meeting. Meeting minutes will be published within two weeks of each meeting and circulated to all Board members.

4. Issues to be considered:

- a) Participation (annual review in autumn meeting)
- b) Programming
- c) Partnership working
- d) Annual price increases (autumn meeting only)
- e) Customer feedback and community engagement
- f) Site management (traffic, buildings, environmental matters)
- g) Site development opportunities

5. Remit of Group:

- a) Receiving update reports on the operation and usage
- b) Considering proposed price changes and making recommendations to WDDC
- c) Providing a forum for collaboration on facility development
- d) Receiving reports on customer feedback