

Alt & Holts Neighbourhood Board

Terms of Reference 2026-27

Purpose

The primary purpose of the Alt and Holts Neighbourhood Board is to oversee and support delivery of the Government's Plan for Neighbourhoods Programme within Alt and Holts over the next decade. The Board will work in partnership with local residents, businesses, community organisations, public services and Oldham Metropolitan Borough Council to develop and deliver a long term vision for Alt and Holts. The Board will support the delivery of investment that strengthens local communities, improves the physical environment and increases opportunities for local people. The Board will be responsible for developing and overseeing the Alt and Holts Pride in Place Plan, providing strategic leadership and ensuring that investment responds to community priorities and delivers against the objectives of the Plan for Neighbourhoods Programme.

Area of Coverage

The geographical area covered by the Alt and Holts Plan for Neighbourhoods Programme comprises the original Alt Middle Super Output Area (MSOA E02001123) together with Output Areas E00027263, E00165785 and E00165786. This revised geography has been recommended to ensure that the whole of Holts is included within the programme boundary and to create a more coherent neighbourhood area that better reflects community identity and local patterns of activity. The Alt and Holts programme area has an estimated population of 8,650 residents. A boundary map approved by the Board and Oldham Metropolitan Borough Council will form part of these Terms of Reference.

Scope

Shape and steer local priorities for investment. Support delivery of the Plan for Neighbourhoods Programme objectives. Develop and oversee the long term vision for Alt and Holts. Ensure community priorities are reflected in investment decisions. Support meaningful engagement with residents and stakeholders. Develop and oversee the Alt and Holts Pride in Place Plan. Promote partnership working across the neighbourhood. Provide accountability and challenge throughout programme delivery. Champion Alt and Holts and act as ambassadors for the area. Monitor strategic risks, opportunities and programme performance. Support effective communication with local communities. Establish subgroups or task and finish groups where required.

Accountability

The Alt and Holts Neighbourhood Board serves as an advisory body to Oldham Metropolitan Borough Council, which acts as the accountable body for the Plan for Neighbourhoods Programme. The Board will work in partnership with Oldham Metropolitan Borough Council and local stakeholders to ensure the effective and accountable use of public funding and delivery of programme objectives.

Oldham Metropolitan Borough Council will provide the secretariat function for the Board. This will include coordinating meetings, preparing agendas and papers, maintaining records of meetings



and decisions, supporting governance arrangements and ensuring compliance with programme requirements and reporting expectations.

Secretariat

Oldham Metropolitan Borough Council will act as the Secretariat for the Alt and Holts Neighbourhood Board. The Secretariat will provide administrative, governance and programme support to the Board, including meeting administration, record keeping, coordination of Board activities, management of documentation, communications support and liaison with the Ministry of Housing, Communities and Local Government and other programme partners.

Board Leadership

Chair: Laurian McDonald

Vice Chair: Jenny Eastwood

Parliamentary Representative: Debbie Abrahams MP

Membership

The Neighbourhood Board will comprise representatives from the community, voluntary and community sector, public sector partners, businesses and elected representatives. Membership will reflect MHCLG expectations, including a minimum 51% community representation.

A current membership schedule is attached at Appendix A and will be reviewed periodically by the Board.

Meetings

The Board will meet regularly in accordance with MHCLG expectations and programme requirements. Additional meetings may be arranged where necessary to support programme delivery. Quorum: 8 including the chair or vice chair.

Community Engagement

The Board is committed to ensuring local people play a central role in shaping the future of Alt and Holts. Residents, community groups, businesses and stakeholders will be actively engaged in the development, delivery and review the Pride in Place Plan. The Board will ensure that engagement is inclusive, transparent and representative of the diverse communities that make up Alt and Holts.

Standards of Conduct

Board members will operate in accordance with the Seven Principles of Public Life: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership. Members are expected to act in the best interests of Alt and Holts, contribute positively and constructively to discussions, treat others with courtesy and respect, and support the collective aims of the Board. Members will promote equality, diversity and inclusion, respect confidentiality where appropriate, and act in a manner that maintains public confidence in the Board and the Plan for Neighbourhoods Programme. Board members are also expected to declare any actual, potential or perceived conflicts of interest and comply with the Board's governance arrangements at all times.

Declarations and Conflicts of Interest

Board members will be required to complete a Declaration of Interests upon appointment and notify the Secretariat of any changes. A Register of Interests will be maintained and reviewed regularly. Members must declare any actual, potential or perceived conflicts of interest relating to Board business. Where a conflict of interest arises, the Chair will determine the appropriate course of action, which may include restricting participation in discussions or requiring the member to withdraw from discussions and decision making. All declarations and actions taken will be recorded as part of the Board's governance arrangements.

Complaints and Whistleblowing

Complaints relating to the operation of the Board will be managed through the relevant Oldham Metropolitan Borough Council processes. Whistleblowing concerns may be reported through Oldham Metropolitan Borough Council policies.

Review

These Terms of Reference will be reviewed annually and updated as required.