

## **TERMS OF REFERENCE**

### **Swanley Banqueting Board**

The Swanley Banqueting Board shall assess the performance of Swanley Banqueting and oversee the management of the three venues. The Swanley Banqueting Board shall also review the marketing and sales strategy of Swanley Banqueting

The Swanley Banqueting Board shall as far as possible and practical have due regard to the political balance of the Council. For the year 2014/15 the Committee shall consist of seven councillors, this will be formed by four Conservative members and three Labour members. The Council may exercise discretion by allocating a seat to an independent individual councillor not in a political group.

The Swanley Banqueting Board shall have the following powers:

- a) To consider and approve the annual budget for Swanley Banqueting and recommend to the Finance & Audit Committee in time for annual budgeting.