

Terms of Reference for the St George Neighbourhood Partnership Development sub-group

This sub-group is part of the St George Neighbourhood Partnership (SGNP) and will be governed by the SGNP's terms of reference, currently to be seen in Agenda Item 8, Appendix 1, on <http://tinyurl.com/28rtozw>.

Aims/Objects: Our aim is to preserve and enhance the character of our area, its architecture, green spaces, trees and amenities, for the benefit of the community or St George.

Definition of the area covered by the group: The area covered by the two council wards of St George East and West as shown in council maps, currently found on <http://www.bristol.gov.uk/WardFinder/pdfs/st-george-eastmap-high.pdf> and <http://www.bristol.gov.uk/WardFinder/pdfs/st-george-westmap-high.pdf>. The group will agree on an individual case basis whether an issue crossing those boundaries falls within their remit, liaising with any other planning group as required.

Remit: The development sub-group will meet to agree which planning and development issues fall within their scope and the guidelines they will use to make a response. This will include meeting potential developers to discuss proposed developments and to raise planning issues with those developers that will need to be addressed in the interests of the community.

To ensure their feedback reflects that of the community the group will publicise potential developments to the community of St George for the community's input and comment. This will be limited by the members of this group's time, the developer's own timetable, funding for publicity, the group's estimate of the impact of the development and other relevant factors.

Advice will be sought from the SGNP where the group is making a response on an issue that will have a significant impact on St George.

Membership: Members of the group agree to work together to achieve the aims of the group and to consider the wider interests of the community the group covers over their own personal interests. Group members will not benefit financially or in any other way from being a member.

Group Members will either be self-nominated from amongst the membership of the St George Neighbourhood Partnership (SGNP) or co-opted by members of the SGNP.

Membership will be restricted to no more than 15 members and no less than 3 members. If the membership falls below 3 then the Group cannot give opinions based solely on their judgement.

While membership is open to those without internet access they will need to make the additional effort necessary to access necessary planning and development information.

Officers: This group is a sub-group of the St George Neighbourhood Partnership there will be no officers of this sub-group other than a "champion" to

- facilitate and co-ordinate the group's activities

- where necessary, act as the point of contact for the group
- ensure the SGNP are advised of the group's activities

Where there is more than one member volunteering to be "champion" the members of the group will elect their "champion".

Group Meetings: Dates will be set once a year for meetings at 2 monthly intervals, for the next 12 months, with at least a month's notice of the next meeting. If there is no business to discuss the members will cancel the meeting. If there is a need for an ad hoc meeting then members will contact each other to arrange this.

Ad Hoc meetings with developers: Where possible no fewer than 2 members of the group can meet developers to hear proposals for development and to inform developers of planning issues already agreed by the group. Any such meeting will be reported back to the group either at the next group meeting or by exchange of emails/ letters and a formal response from the group regarding the proposed development will be submitted to the developer in writing not less than 14 days after the date of the ad hoc developer meeting.

Reports: The group will report to SGNP to the level of detail and frequency that the SGNP defines.

Funding – The group will look to developers to provide funding or materials from developers to publicise their proposals. Where issues that need publicity do not relate to developers, the group will agree funding sources.

Closing down the Group: To close down the group a meeting of the membership should be called, and a majority vote in favour given. If the St George Neighbourhood Partnership ceases to exist or no longer has a requirement for the group, the group will vote on whether they wish to continue and define new terms of reference.

Ratified by the St George Neighbourhood Partnership on 13/9/2010

Version 1.1