



ASPLEY GUISE PARISH COUNCIL

Play Area Advisory Committee Terms of reference

Adopted: 2nd March 2020

Revised: 1st June 2020

The Parish Council has the power to provide and maintain recreational areas under the following statute: Local Government (Miscellaneous provisions) Act 1976 s19 (1).

Purpose of the Advisory Committee (AC):

To assess the play areas at Townlands and the Recreation Field, West Hill, and to recommend the following:

- Equipment that needs replacing
- Additional equipment required
- Landscaping changes

Constituency:

- The Advisory Committee will consist of the following members:
 - 4 Parish Councillors (Cllrs Plasom, Raper, Davis & Riley)
 - Up to 3 Residents

Terms:

- All members have voting rights.
- The PAAC will meet monthly, day and time TBC
- The PAAC will report to AGPC monthly through a standing item on the AGPC agenda.
- The PAAC will remain active until the AGPC the project is completed (expected in late 2021).

Authority:

- The PAAC does not have any delegated authority from AGPC.
- The PAAC must therefore make recommendations to AGPC for the full council to approve.

Funding:

- Any request for spend must be made through AGPC following the normal financial regulation policy.

Key Timeline:

- Establish PAAC [May 2020](#)



ASPLEY GUISE PARISH COUNCIL

- Canvass residents by means of Survey (online and printed) to understand requirements [July 2020](#)
- Discuss options with suppliers [Aug 2020 – Sep 2020](#)
- Formulate recommendations and provide costings to AGPC by end Oct 2020 (to ensure the plan can be included within the budget).
- Share plans with residents Nov/Dec 2020 and amend proposals if required.
- AGPC to advise budget available by end Jan 2021
- Submit final recommendation to AGPC Mar 2021
- Work to commence spring/summer 2021

Members of the Group:

- Must be aware of their obligation to declare any direct personal interests that may be perceived as relevant to any decisions or recommendations made by the AC.
- Must ensure that there is no discrimination and that it is inclusive, open and transparent.
- Must ensure that in all activities, they uphold the Seven Principles of Standards in Public Life (Appendix 1: Nolan Principles).

Main Responsibilities:

- Produce a list of recommendations to AGPC for approval with estimated cost.
- Engage as many members of the community and key stakeholders as possible in the process, by encouraging participation and the submission of views and ideas. Public participation will be primarily via surveys (online and printed).
- Utilise the AGPC website and newsletters to share information.
- Investigate funding opportunities.

Chairman
Aspley Guise Parish Council



ASPLEY GUISE PARISH COUNCIL

Appendix 1: Nolan Principles

<https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life--2>

1. Selflessness

Holders of public office should act solely in terms of the public interest.

2. Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

3. Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

4. Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

5. Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

6. Honesty

Holders of public office should be truthful.

7. Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.