

Skatepark Project Working Party Terms of Reference

Basis

The Skatepark Project Working Party (SPWP). These draft Terms of Reference are drawn up under the authority given by a resolution passed by Steyning Parish Council (SPC) on 17 June 2019.

Membership

Up to four councillors from SPC.

Aim

To make recommendations concerning SPC's further actions concerning the provision of a skatepark within the administrative area for which SPC is responsible.

Method

Using any methods which the SPWP think fit, which may include both informal meetings of any combinations of members and email correspondence, the members of the SPWP are charged with preparing a written report for SPC to consider.

This will likely involve, but is not limited to, reviewing the history of the skatepark project in Steyning to date, including examining all documents reasonably obtainable, and seeking to obtain information from any person considered by the SPWP to have relevant information.

The SPWP is required to obtain such evidence as it thinks appropriate to its task, to weigh up that evidence and then to provide recommendations based on that evidence.

Confidentiality

The written report is to be considered a working draft and therefore confidential to the SPWP members until such time as the SPWP has agreed a final version for release to the SPC and the public.

Paul Campbell (Vice-Chairman SPC)

19 July 2019