

## TERMS OF REFERENCE – Playing Pitch Strategy (PPS) Delivery Group

<b>PURPOSE (WHY)</b>	This group has been established to ensure the successful delivery of the Sandwell PPS
<b>FUNCTION (WHAT)</b>	<p>This work includes:</p> <ul style="list-style-type: none"> <li>• Reviewing the PPS Action Plan to ensure that it is up to date, accurately reflects needs and that recommended actions are implemented within set timescales.</li> <li>• Considering the location and scale of investments into pitch sport sites.</li> <li>• Exploring opportunities for external funding bids and partnership working to improve / increase sites</li> <li>• Ensuring links to other relevant strategies are maintained e.g. Green Space Strategy.</li> <li>• Discuss any relevant planning issues e.g. potential losses of sites, change of use and mitigation.</li> <li>• Exploring opportunities to work with external agencies including clubs and schools to improve / increase sites.</li> <li>• Explore any potential S.106 funding allocations</li> </ul> <p>Additional elements of work may be added via the Project Chair.</p>
<b>DURATION</b>	The Delivery Group meetings will be scheduled for a maximum of 2 hours.
<b>LIFESPAN</b>	This Group will remain in place for the duration of the current PPS ( )
<b>QUORUM</b>	<p>The quorum for any meeting of the Group shall be as a minimum:</p> <ul style="list-style-type: none"> <li>• Sandwell Council Sport and Leisure representative</li> <li>• Sandwell Council Parks representative</li> <li>• Sandwell Council Planning representative</li> <li>• Sport England representative</li> <li>• Black Country Consortium representative</li> </ul>
<b>ESCALATION</b>	This group will escalate issues to the Director Housing and Communities for resolution.
<b>CHAIR</b>	Rob Marlow
<b>MEMBERS</b>	<p>The PPS Delivery Group shall compromise of the following members:</p> <p>Business Manager – Sport &amp; Leisure, Sandwell Council</p> <p>TBC</p> <p><b>Rob Marlow</b>, Senior Lead Officer, Sandwell Council</p>

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**Keely Brown**, Football Foundation

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Representatives from the following National Governing Bodies (NGB's) will be invited to future meetings;

ECB, RFU, England Hockey, England Golf, LTA, England Netball, UK Athletics, British Cycling.

<b>DELEGATION</b>	<p>Membership of the Playing Pitch Strategy (PPS) Delivery Group will be reviewed on a regular basis to ensure that there is the correct representation to achieve the objectives.</p> <p>Additional representatives may be co-opted onto the group in order to address specific items/issues as necessary.</p>
<b>FREQUENCY</b>	<p>The group will meet twice yearly during Spring and Autumn. Meeting dates will be agreed at the start of each calendar year to ensure maximum representation.</p>
<b>AGENDA ITEMS</b>	<p>The agenda will include (as a minimum)</p> <ul style="list-style-type: none"> <li>• Welcomes and apologies</li> <li>• Notes of last meeting</li> <li>• Review of PPS Action Plan and recommended actions</li> <li>• Changes to supply / demand</li> <li>• Site disposals</li> <li>• New site proposals</li> <li>• Funding opportunities</li> <li>• New initiatives / programmes</li> <li>• AOB</li> <li>• Date of next meeting</li> </ul> <p>Members of the group will be welcome to request additional agenda items to be included.</p>
<b>RECORDING</b>	<p>Meeting minutes and actions will be shared by Rob Marlow – Sandwell Council.</p>
<b>REVIEW</b>	<p>The Terms of Reference of the Group shall be reviewed on a regular basis and amended as appropriate to ensure that overall objectives of the Group are achieved.</p>

