

TERMS OF REFERENCE – Playing Pitch Strategy (PPS) Implementation Group

PURPOSE (WHY)	This group has been established to ensure the successful delivery of Council led actions recommended within the PPS Strategy and associated action plan
FUNCTION (WHAT)	<p>This work includes:</p> <ul style="list-style-type: none"> • 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. • Considering the location and scale of investments into pitch sport sites. • Exploring opportunities for external funding bids and partnership working to improve / increase sites • Ensuring links to other relevant strategies are maintained e.g. Green Space Strategy. • Discuss any relevant planning issues e.g. potential losses of sites, change of use and mitigation. • Exploring opportunities to work with external agencies including clubs and schools to improve / increase sites. • Explore any potential S.106 funding allocations <p>Additional elements of work may be added via the Project Chair.</p>
DURATION	The Delivery Group meetings will be scheduled for a maximum of 2 hours.
LIFESPAN	This Group will remain in place for the duration of the current PPS ()
QUORUM	<p>The quorum for any meeting of the Group shall be as a minimum:</p> <ul style="list-style-type: none"> • Sandwell Council Sport and Leisure representative • Sandwell Council Parks representative • Sandwell Council Public Health representative • Sandwell Council Play Service representative
ESCALATION	This group will escalate issues to the Director Borough Economy for solution.
CHAIR	Rob Marlow
MEMBERS	<p>The PPS Implementation Group shall comprise of the following members:</p> <p>Rob Marlow, Senior Lead Officer, Sandwell Council (Chair)</p> <p>robert_marlow@sandwell.gov.uk</p>

	<p>John Satchwell, Parks, Sandwell Council Johnr_satchwell@sandwell.gov.uk</p> <p>Ricky Byrnes – Public Health ricky_byrnes@sandwell.gov.uk</p> <p>Sam Harman – Play Service samantha_harman@sandwell.gov.uk</p> <p>Sam Holder – Planning samantha_holder@sandwell.gov.uk</p> <p>Representatives from other council teams will be invited to future meetings as appropriate.</p>
DELEGATION	<p>Membership of the Playing Pitch Strategy (PPS) Implementation 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>
FREQUENCY	<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>
AGENDA ITEMS	<p>The agenda will include (as a minimum)</p> <ul style="list-style-type: none"> • Welcomes and apologies • Notes of last meeting • Review of PPS Action Plan and recommended actions • Changes to supply / demand • Funding opportunities • New initiatives / programmes • AOB • Date of next meeting <p>Members of the group will be welcome to request additional agenda items to be included.</p>

RECORDING	Meeting minutes and actions will be shared by Rob Marlow – Sandwell Council.
REVIEW	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.