

Terms of Reference for Improvements subcommittee

Type and purpose

This is an advisory committee. Its purpose is to advise the Trustees if funding requests for improvements meet the agreed criteria as set out below.

Authority and scope

The subcommittee will consider all requests for funding of improvements to open spaces, public access rights and public rights of way within the PNFS geographical area.

Each funding request will be considered on its own merits. Each request will be assessed using the following criteria –

- 1) Is the path of importance for the enjoyment of walkers as determined by the Trustees?
- 2) Is it feasible to carry out the proposed improvements?
- 3) Does the benefit of the improvement to the public justify the expenditure?

The assessment will be recorded on the 'Request for funding improvements' template in Appendix A

The information in the template will explain to the Trustees how the request satisfies the above criteria. This will assist their understanding and enable them to reach a funding decision.

Membership

The membership will consist of

2 Trustees (as a minimum)

1 Courts and Inquires Officers (as a minimum- may also be a Trustee)

Meeting arrangements

Meetings will be arranged as required and held at Taylor House or remotely by telephone conference call, email, Skype, WhatsApp or similar

A member of the subcommittee may be nominated/volunteer to record the outcomes of any discussions. All reasons for the advice given will be recorded and shared with the Trustees 7 days in advance of any management meeting.

Basis for the establishment of the subcommittee

The subcommittee is established as per Section 31 of the Constitution- 'Delegation' **and** reports to the Management Committee.

Review

The terms of reference are to be reviewed every 3 years. The next review date is May 2021

Appendix A Requests for funding improvements template

Date received:	Date Considered:
County and Parish:	Open space name public right of way number:
Criteria	
Is the path or open space of importance for the enjoyment of walkers as determined by the Trustees?	
Is it feasible to carry out the proposed improvements?	
Does the improvement satisfy the public benefit test as set out in CC guidance)	Briefly describe why it does or does not
Has the relevant CC guidance been considered	Yes/no (delete as appropriate) Specify guidance
Are any conditions on the granting of the donation to be imposed?	Yes/No - describe
Section for Trustees	
Date considered at management meeting	
Value of donation	
Funding request agreed/declined (delete as appropriate)	
Signature of Chairman	