

Pinewood Stakeholder Group (PSG)



Terms of Reference

The PSG is an independent advisory body, established and run by the Pinewood Users. Its main purpose is to reflect the needs of the Pinewood community in terms of the development of the site, its facilities and its services for the benefit of users. After suitable evaluation and research, PSG shall inform, advise and support Wokingham Without Parish Council (WWPC) to take such actions as may be to the benefit of the Pinewood site users, given that such actions are within the legal and financial remit of WWPC. The PSG shall take into account the strategy laid down for Pinewood by WWPC and advise where it can be moved forward, and where conflicts arise.

Terms of Reference

- The PSG shall consist of no more than 10 members. Membership shall be a mix of representatives of Pinewood Clubs and Societies and no more than two members of the public who are acknowledged site users.
- Up to three WWPC councillors may be nominated by WWPC to attend as members of this group.
- The chairman and members shall be confirmed or amended at the Spring site Forum
- Members shall vote by a show of hands
- There is no requirement for a quorum
- Normal polite behaviour is required
- The PSG has no authority to make any material change to the site or its operation
- The PSG has no budgetary powers
- Meetings are to be held at intervals deemed appropriate by the members, provided that they are no less frequent than quarterly.
- No member shall disclose to any person not a member of the group any business declared to be confidential
- The PSG will research, discuss and consider any proposal by users of the site for improvements to facilities or the environment on the site.
- The PSG will make recommendations to the Parish Council via the appropriate WWPC Working Group to the level of detail deemed necessary to substantiate the recommendation.
- The PSG will endeavour to provide representation on WWPC Working Groups where requested.
- The PSG shall assist the WWPC Office, when appropriate, in the development of plans for site improvement, and in turn be briefed by the Office of progress of work in hand.
- Where a vacancy exists, any individual wishing to become a member of the PSG will be provided with these ToRs, advised as to their obligations as a member, and invited to attend a meeting in order to make their case for inclusion. Such co-option will be agreed by a majority vote of the existing members present. If successful, the individual can attend future meetings of the group.