

Petersfield Strategy Group (PSG)

Terms of Reference (July 2020)

The Group forms part of a three-tier governance structure for place-making in Petersfield.

Purpose

To provide strategic direction to, and resolve blockages for, the Petersfield Operational Group (POG)

Principles

- To share best practice;
- To avoid duplication of roles, responsibilities and services;
- To promote joint working between organisations to ensure sustainability and longevity of project resources, finances and viability; and
- To build on, and be informed by, the Petersfield Neighbourhood Plan (NP) as appropriate.

Roles & Responsibilities

Although the group's approach will evolve as the place-making programme for Petersfield continues, the group will enable collaborative working and support amongst partners. The group will have the following roles and responsibilities:

- To inform and agree the Petersfield Place-Making Action Plan, as developed by POG;
- To inform and agree the Petersfield Town Spine (as set out in the NP), as developed by POG;
- To inform and agree the Petersfield Place-Making Communications Plan, as developed by POG;
- To link and coordinate the priorities of the Petersfield Neighbourhood Plan (2028), along with all other relevant plans and policies¹, into the place-making and enhancement of Petersfield;
- To receive reports on progress from the POG and PShG, and provide strategic direction to all tiers of the Petersfield Place-Making Governance;
- To support the normal / statutory routes for raising concerns and influencing outcomes, including the escalation of issues to respective executives; and
- To form links to external partners² to promote and support the place-making and enhancement of Petersfield.

¹ For example, the South Downs Local Plan 2033 etc.

² For example, Local Enterprise Partnership (LEP), MP etc.

Membership, meeting frequency & format

The Petersfield Strategy Group (PSG) will be chaired by the EHDC Portfolio Holder for Community Development, Place-Making and Infrastructure, and the secretariat will be provided by EHDC Officers. The PSG will;

- Meet at Penns Place, Petersfield (roughly) every 2 months for the first year, after such time a revised meeting frequency will be agreed;
- Review terms of reference, membership and role on a yearly basis;
- Comprise the following councillors and officers from each of the following organisations (*in alphabetical order of organisation*);
 - **East Hampshire District Council (EHDC);**
 - Councillor - Cllr Robert Mocatta
 - Councillor – Cllr Ben Bentley
 - Councillor – Cllr Julie Butler
 - Councillor – Cllr Matthew Gass
 - Councillor – Cllr Jamie Matthews
 - Councillor – Cllr David McKinney
 - Officer – Danielle Friedman-Brown (Regeneration & Place-Making Manager)
 - Officer – Sarah Hobbs (Senior Community Infrastructure Officer)
 - **Hampshire County Council (HCC);**
 - Councillor – Cllr Russell Oppenheimer
 - Officer – Simon Cramp
 - **Petersfield Town Council (PTC);** and
 - Councillor – Cllr Peter Bisset
 - Officer – Neil Hitch (Town Clerk)
 - **South Downs National Park Authority (SDNPA).**
 - Councillor – Cllr Doug Jones
 - Officer – Chris Paterson

The meetings (including outcomes and actions) will be closed to the public due to possible sensitivities, and any information shared in confidence must be treated as such. Information may be shared by email between meetings.

Term

The Group is set up until the end of the delivery of the Enhance East Hampshire Place-Making Strategy in 2036. The Group will review its purpose and Terms of Reference on a yearly basis (every year) on the date of the first meeting (13 March 2020) to ensure relevance and capture natural evolution of the place-making priorities and principles.