



# Saxilby with Ingleby Parish Council

## Non-confidential

### Westcroft Green Task and Finish Group

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**Report to:** Planning and Development Committee 25-06

**Report by:** Clerk

**Power/duty which decision falls under:**

Local Government Act 1972, s.111 – Power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.

**Which council objective(s) it falls under:**

- Maintain and improve community facilities and amenities
- Protect and enhance our green spaces and street scene
- Preserve and enhance heritage assets, environmental assets and wildlife
- Retain and encourage employment and tourism opportunities
- Improve the well-being of residents
- To foster public participation and engagement
- To recognise the climate and biodiversity emergency and consider as the basis of all decision and policy making

**Public Sector Equality Duty**

*Consider how policies/decisions affect those protected under the Equality Act)*

The Task and Finish Group will actively consider the impact of its recommendations and decisions on people protected under the Equality Act 2010. This includes ensuring that any proposals promote equality, prevent discrimination, and improve access and inclusion for all community members regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

**Duty to conserve and enhance biodiversity**

*Consider how the policy/decision will contribute to conserving or enhancing biodiversity*

The group will evaluate how its proposals for Westcroft Green contribute to the conservation and enhancement of biodiversity. This may include protecting existing habitats, promoting native species, creating green corridors, and encouraging sustainable land management practices within the green space.

**Consideration on carbon reduction:**

The group will consider how any development or management plans for Westcroft Green can support the parish council's carbon reduction goals. This includes prioritising low-carbon materials, encouraging sustainable transport and access, supporting tree planting and carbon sequestration opportunities (capturing and storing atmospheric carbon dioxide), and minimising environmental impact through efficient design and maintenance.

## Consideration of risk management in relation to the proposal<sup>1</sup>

*It is impossible to list every risk faced by a local council. Risk, in the general sense, means the likelihood of an event happening, and the severity of the negative consequences. The insurance industry regards risk as representing loss or damage. Risk always involves uncertainty. When protecting a local council effectively, it is important to consider if risk is present in the following areas (SLCC AN241)[Tick]*

✓Decision making

✓Finances

✓Property

Staff

Events

✓Legal

✓Inspections

✓Written/verbal communication

✓Insurance

**Does the report consider any new activity? If 'Yes', has a risk assessment, including risk management proposals, been included for consideration and adoption by the council?**  
(Financial Regulation 17b)

No – council regularly carries out projects.

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<sup>1</sup>Risk areas to consider - strategic/operational, likelihood/impact, add to risk register? Any contingency planning needed?

# REPORT

Proposed Terms of Reference for the Westcroft Green Space Task and Finish Group:

## **Saxilby with Ingleby Parish Council Westcroft Green Task and Finish Group Terms of Reference**

### **1. Purpose**

Westcroft Green Task and Finish Group was established by Saxilby with Ingleby Parish Council under the Planning and Development Committee to support improvements to Westcroft Green Space, in relation to play, fitness, recreation, and bio-diversity.

The group will gather evidence, support a consultant who will consult with the community and stakeholders, and develop recommendations for planning and development committee consideration regarding funding and design options for the green space.

### **2. Status**

This is a non-decision-making group formed under the authority of the Planning and Development Committee of the Parish Council. It will report back with recommendations for approval via the planning and development committee.

### **3. Powers and Authority**

The group operates under the authority of the parish council's general powers, specifically:

- **Local Government Act 1972, s.111** – Power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.
- **Open Spaces Act 1906, s.10** – Duty to maintain land held for public recreation.
- **Local Government Act 1972, s.137** – Power to incur expenditure for purposes not otherwise authorised, which are in the interests of and benefit the area or its inhabitants.

### **4. Objectives**

The group will:

- Support a consultant to identify community needs through stakeholder and public consultation.
- Explore potential improvements and community uses (e.g. play, fitness, biodiversity, seating, sensory planting) specifically including play and exercise equipment
- Research and present design, funding, and phasing options.
- Provide clear, costed recommendations to Planning and Development Committee.
- **Public Sector Equality Duty**  
Actively consider the impact of its recommendations and decisions on people protected under the Equality Act 2010. This includes ensuring that any proposals promote equality, prevent discrimination, and improve access and inclusion for all community members regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.
- **Duty to conserve and enhance biodiversity**  
Evaluate how its proposals for Westcroft Green contribute to the conservation and enhancement of biodiversity. This may include protecting existing habitats, promoting native species, creating green corridors, and encouraging sustainable land management practices within the green space.
- **Carbon reduction:**

Consider how any development or management plans for Westcroft Green can support the parish council's carbon reduction goals. This includes prioritising low-carbon materials, encouraging sustainable transport and access, supporting tree planting and carbon sequestration opportunities (capturing and storing atmospheric carbon dioxide), and minimising environmental impact through efficient design and maintenance.

## **5. Membership**

- Membership will include a minimum of two parish councillors and may include residents, stakeholders, and relevant professionals.
- A lead councillor will act as chair.
- The group may co-opt individuals with expertise or interest.

## **6. Meetings**

- The group will meet as required, usually monthly, reporting progress to the planning and development committee and seeking approval for key actions.
- Meetings are not subject to public access requirements, but outcomes and recommendations will be reported transparently to Full Council.

## **7. Reporting**

- Recommendations shall be presented in a written report to planning and development committee for agreement. The group must ensure the proposed actions are practical, and achievable within the budget held.
- The group will report to the delegated committee at key milestones and upon completion of its work.

## **8. Duration**

- This is a task and finish group. It will be dissolved upon completion of its objectives or by resolution of the Planning and Development Committee. The project deadline is 31 March 2026.

## **9. Review**

- These Terms of Reference are to be reviewed and approved by Planning and Development Committee and may be amended as required.

## **RECOMMENDATION(S):**

**That Committee notes the report and agrees the terms of reference.**