

## **Buxton Civic Association: Planning Team**

### **Terms of Reference: October 2014**

Buxton Civic Association (BCA) is a registered charity established in 1967 originally to act as a campaigning organization to maintain the unique architecture of Buxton. It is an independent, self-funding organization free from any political interest.

BCA has developed into an organization that also wants to help conserve the historical and environmental heritage of Buxton and its surroundings for the local community and all our visitors.

BCA therefore has a duty of care to ensure proposed developments have regard to the area's history, heritage, environment and wildlife thereby supporting improvements in lifestyle and quality of life for its inhabitants and visitors, and to ensure that it can be enjoyed by future generations. The Planning Team has a fundamental role in this regard.

The Planning Team (PT) will:

1. Review any significant planning application or planning policy issue that affects Buxton
2. Comment on planning applications and planning policy issues, and with particular reference to the extent that they:
  - integrate with and enhance, or detract from, the existing architectural heritage of Buxton
  - impact the local landscape
  - impact local natural environment
3. Work with both members of BCA and local residents to keep everyone informed on relevant issues. Any issues brought to the attention of the PT by a member, will be considered and dealt with appropriately
4. Campaign on issues as and when it is appropriate to do so.
5. Promote through all reasonable means, a list of all issues it is considering and welcome comments from members
6. Work with other organizations, including Councils, to achieve its aims
7. The PT will keep BCA Board informed about significant issues
8. Some issues may require BCA to take a stand for or against them and to be seen as a focal point of support or protest in Buxton.

### **Composition**

All members of the PT must be members of BCA

Both Board and non-Board members may join the Planning Team; there should be a minimum of two Board Directors

The preferred number of members is 6 and it is quorate with 3 members

The Board of BCA will appoint the Chairperson

Any member of the PT, including the Chairperson, may be removed by a majority decision of the Board of BCA

Decisions will be taken by a majority vote, with the Chairperson exercising a deciding vote in the event of a tie

**Conflict of Interest**

PT members should declare any conflict of interest, however tenuous. Where appropriate, they should withdraw from discussions on those topics where there is a conflict of interest, or where there might be a perceived conflict of interest.

It will not generally be appropriate for any member of the PT to have significant and current professional or commercial property interests within Buxton, in order to avoid any external perception of the possibility of bias in any representation on behalf of BCA

It will not generally be appropriate for any member of the PT to publish personal opinions on significant planning applications or planning policy issues, in the local press, local radio, or using social media networks, during their period of determination, as these opinions may be misconstrued as representing the views of BCA