

NONSUCH PARK COMMERCIAL DOG-WALKING WORKING GROUP

TERMS OF REFERENCE

Role of the Group

1. To review and consider the results of the Nonsuch Park Commercial Dog Walking Consultation exercise and to make recommendations to the Nonsuch Park Joint Management Committee ('NJMC') based on considerations.

Decision Making/Reporting

1. Reports and recommendations from the Nonsuch Park Commercial Dog-Walking Working Group ('the working group') shall be presented through the Committee process to the NJMC.

Membership

1. The Chair of the NJMC shall be a member of, and the Chair of, the working group.
2. The members of the working group (not including the Chair of the working group) shall be appointed by the NJMC.

The membership of the working group must consist of at least one Sutton Member of the NJMC and at least one Epsom & Ewell Member of the NJMC. If any member of the working group decides to relinquish their seat, then the working group shall operate at a reduced capacity. There shall be no provision for substitutes.

3. At least one half of the total number of members of the working group rounded up to the next whole number shall form a quorum, provided at least one Sutton Member of the NJMC and at least one Epsom & Ewell Member of the NJMC is present.
4. If the Chair of the working group is absent from a meeting, the working group shall elect a person, drawn from the membership of the working group, to Chair the meeting.

If the Chair enters the meeting after another member has been appointed to preside, that member must immediately offer the chair to the Chair.

Officers and Invited Attendees

1. Officers, as listed below, shall attend meetings to provide support:
 - Committee Clerk
 - Streetcare Manager
 - Accountant
 - Solicitor
 - Democratic Services Officer
2. Councillors, Officers, stakeholders and other representatives may attend meetings of the working group, at the invitation of the Chair of the working group, as and when required.

Frequency & Timing of Meeting

1. The working group shall last until the start of the next meeting of the NJMC.
2. The frequency and start time of working group meetings shall be determined by the Chair of the working group in consultation with the Streetcare Manager and Democratic Services Officer.