

## **TERRY'S COMMUNITY FORUM**

### **Terms of Reference**

1. To receive proposals for applications from the developer ahead of any formal planning submission.
2. To facilitate discussion of the proposals by all the stakeholders, at the pre-application stage.
3. To promote understanding by stakeholders of the overall concept of the redevelopment of the former Terry's factory site and how each specific proposal contributes to that concept being fulfilled; and in turn how the proposals relate to the life of the community and the City.
4. Each stakeholder organisation should be represented by one member at the forum, to speak on their behalf. With the agreement of the Chair, representatives can be substituted for specific meetings. In addition specialist advisers may be invited to attend, with the prior agreement of the Chair. A review of the Forum membership can be undertaken at suitable intervals, upon the request of any member.
5. To provide feedback to the developer including suggestions for modification of the proposals. In turn, the developer to report back at a subsequent meeting upon how the feedback has been taken into account.
6. The Community Forum will meet at a frequency to allow application proposals to be considered in advance of submission recognising the development programme requirements.
7. The Forum will have an ongoing independent chair. Minutes will be prepared and distributed for agreement at the following meeting.
8. The Forum will be a minuted group rather than a voting forum, so everyone has equal status. Members will ideally reach consensus, but where this is not possible, individual views will be aired and minuted.
9. Agendas for meetings will be agreed between CYC and the developer with members being able to table items for consideration.
10. The forum is intended to be an open meeting. The minutes and any statements agreed by the forum will be publicly available through CYC's public information channels, regular updates in CYC's Ward Newsletters, thechocolateworks.net website and on the notice board at the Terry's site.
11. These terms of reference can be reviewed by the Forum as it evolves.