

CHARNEY FIELD SUBCOMMITTEE

DELEGATION/ACCOUNTABILITY.

(Items highlighted in red to be reported to Management Committee)

1. TERMS OF REFERENCE (Approved April 2023)

2. SUBCOMMITTEE MEMBERS 23/24

Trustees Lucy Gildersleeves (lead), David Sibbert. Jamie Dean (ex-officio) and Field Safety Officer Bruce Royan. Management Committee has power to co-opt

3. WORKING GROUP(S)

Subcommittee has power to appoint working groups

4. DELEGATED BUDGET

An annual delegated budget is approved by the Management Committee

5. APPROVED POLICIES (GENERAL)

- **MAINTENANCE & IMPROVEMENT PLAN (review annually due APRIL/MAY 24)**
- **FIELD SAFETY POLICY and Procedures (review annually due APRIL/MAY 24)**
- **ANNUAL INDEPENDENT RISK ASSESSMENT (children's play park and equipment in the grassland area due FEB. 24)**
- **INCIDENT REPORT**
- **WEEKLY FIELD INSPECTIONS (form to be updated SEPT 24)**
- **ANNUAL IN-HOUSE TREE CONDITION CHECK (due AUTUMN 24)**
- **5 YEARLY INDEPENDENT SPECIALIST TREE INSPECTION (due SPRING 2024) with advice being sought on the enactment of a 10 year cycle.**

6. APPROVED POLICIES (CHARNEY WICK DITCH)

- **Annual meeting with riparian owners (due August 24)**
- **Implementation of CWD maintenance plan (due August/October 24)**
- **Annual risk assessment (due July 24)**

7. ADMINISTRATION.

- **Key documents to be filed in google docs (target date Oct 24)**

8. EXTERNAL RELATIONS

- **Field entry on CHAFT menu on village website to be audited and updated via Sec (due August 23)**
- **Utilise Charney Chatter and village Facebook**
- **Consultation (as and when required)**

DS/LG/JD/BR 21/07/23

Amended Minute 9 of MC held August 23