

## **Terms of Reference for Residents Association Committees**

Adopted by RA Executive Committee on behalf of the RA Council on 14 August 2018

*(NB: The order has no significance)*

### **Conservation & Amenities**

1. To keep under review and advise Council on the conservation, protection and enhancement of the appearance, character and tradition of Hampstead Garden Suburb.
2. To increase the awareness of residents and others of the architectural and historic importance of the Suburb and the existence of Local Authority and Trust planning controls and regulations and the importance of maintaining proper and appropriate design standards in Suburb buildings and on its streets and in immediately adjoining areas and to consult where appropriate on proposed changes.
3. For the above purposes, to consult and co-operate with the Hampstead Garden Suburb Trust, the London Borough of Barnet, other Residents Association Committees and other relevant bodies.

### **Roads and Traffic**

1. To keep under review and advise Council on road safety, public transport, highway maintenance and design, parking facilities and controls, lighting and road signs, electric charging facilities.
2. To ensure that the Suburb remains an area where safe walking and cycling are encouraged, thus including pavements, benches (on pavements) and cycle storage facilities.
3. To assist residents in contesting traffic contravention penalties.
4. For the above purpose to consult and co-operate with the London Borough of Barnet, Transport for London, the Hampstead Garden Suburb Trust, the Police, other Residents Association Committees and other relevant bodies.

### **Trees & Open Spaces**

The Committee's sphere of interest includes street trees, grass verges, woods, parks and green spaces. Its objectives are:

1. To promote the maintenance, protection and enhancement of the green environment of the Suburb including the benches and refuse facilities sited within its parks and green spaces.
2. To monitor that those responsible for this fulfil their charge.
3. To maintain links with the management of Hampstead Heath and Kenwood.
4. To maintain records of the history and on going development of the green environment, including street trees.
5. To encourage and assist residents in the appreciation, use and enjoyment of the area.
6. For the above purpose to consult and co-operate with the London Borough of Barnet, the Hampstead Garden Suburb Trust, the City of London, Transport for London, other Residents Association Committees and other relevant bodies.

### **Events**

1. To organise and resource events for and on behalf of the Association.
2. To help publicise and assist appropriate events run by other organisations which are associated with Hampstead Garden Suburb.
3. To complete and submit lists of Suburb events for What's On in Suburb News.
4. To obtain, site, deliver, administer and regulate the Association's notice boards and to produce and deliver posters to the notice boards and other outlets when required.

### **Publications**

1. To be responsible for producing, costing, publishing and the advertising content of the publications of the Association both in print and online.
2. To keep under review the range of publications produced by the Association, both in print and online.
3. To advise on all materials produced by other committees and to ensure that a common style and good standards of design are used throughout the Association's publications and publicity.
4. To distribute Suburb News and the Suburb Directory.

### **Allotments**

1. To ensure so far as possible that the designated Trust allotments within the Suburb are fairly allocated and properly cultivated.
2. To supervise on behalf of the Trust plots on those sites for which the Committee has accepted responsibility.
3. Membership of the Committee should normally be all the Site Secretaries plus the Residents Association's Liaison Officer.

