

PARKS & RECREATION COMMITTEE

Date: Monday, 22 May 2023

Title: Committee Terms of Reference

Contact Officer: Deputy Town Clerk - Adam Clapton

Purpose of the Report

To resolve whether the current terms of reference for this town council committee should remain as they are or be updated.

Background

The terms of reference set out the remit of the Committee and are closely tied to its visions and objectives. They are reviewed annually in May (or at any other point as requested) and help structure the Council's democratic process regarding day-to-day matters which require a Council resolution or longer-term projects and aspirations.

Current Situation

The current terms of reference for the Parks & Recreation Committee are:

- a) To maintain all Recreation Grounds, Parks (including play equipment) and public open spaces and to initiate and oversee all matters of control properly associated with this recreation function;
- b) To maintain and oversee all sports activities upon any Recreation Ground or other recreational open space and building erected for such purposes thereon;
- c) To develop a sports strategy for all sports across the town;
- d) To deal with the development and investment in the Council owned play areas, ensuring they remain safe;
- e) To facilitate entertainment, community and third-party events in such parks, recreation grounds or elsewhere in the Council's management at its discretion.
- f) The Membership of the Committee shall consist of six Members plus the Town Mayor and the Leader of the Council ex officio with voting rights;
- g) The quorum of the Committee shall be four Members.

It should be noted that any Sub-Committees or Working Parties which may be created and are responsible to this Committee will have their own terms of reference presented at their first meeting.

New Councillors may like to refer to the Committee Structure provided in their induction packs for information relating to this and the other Committees of the Council.

Environmental impact

Having declared a Climate Change Emergency, Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Financial implications

There are no financial implications pertaining to the report. The budgets for each of the areas listed in the terms are covered in cost codes and centres in the accompanying report of the Responsible Financial Officer (RFO).

Recommendations

Members are invited to note the report and consider the following:

1. To agree or amend the Committee Terms of Reference.