

**Challenge and Improvement Committee**  
**Rural Public Realm Task and Finish Group**  
**Terms of Reference (Draft)**

**1. Background**

1.1 The Challenge and Improvement Committee fulfils the Council's overview and scrutiny function with responsibility to:

- Assist the council in the development of its budget and policy framework by in depth analysis of policy issues: and
- Conduct research, community and other consultation in the analysis of policy issues and possible options

1.2 Additionally in can:

- Make recommendations to the appropriate committee and for Council arising from the outcome of the scrutiny process.

1.3 Key themes of the Council's Corporate Plan are:

- Open for business – a high quality and well maintained public realm will assist with attracting inward investment into the District and demonstrate that the Council is “open for business”
- People First – improved streetscene and green space is an important outcome which this theme seeks
- Excellent Value for money services – streetscene and the public realm are some of the most visible service the council provides in the District so these need to be seen as efficient, effective and economic.

**2. Purpose of the Task and Finish Group**

*“To investigate the efficiency and effectiveness of the services (both those provided by West Lindsey and others) which impact upon the public realm in the District and make recommendations to the Prosperous Communities Committee on any improvements which have been identified as being necessary.”*

**3. Scope and Focus of the Work**

3.1 The scope and focus of the work should be on those services which have the greatest impact on the public realm in the District these are set out in appendix 1 and 2 of these terms of reference.

3.2 The key questions which need to be addressed by the work of the Task and Finish Group are:

1. To understand from those providing the services how that service is delivered, its budget, performance indicators and barriers/difficulties in providing the services in West Lindsey

2. To understand from service users their experience with the public realm services provided in the District.
3. To look at best practice examples of how public realm works are delivered in other parts of the country.
4. To assess alternative delivery models of delivering public realm services (outsourcing, greater community input etc.).

## **5. Outputs**

- 5.1 To produce and approve a final report with recommendations on how public realm services delivered in the District could be improved to be presented to the Prosperous Communities Committee.

## **6. Outcomes**

- 6.1 To make a noticeable difference to the way the public realm is managed with in the District through the acceptance of specific recommendations by the Prosperous Communities Committee.

## **7. Membership of the Group**

- 7.1 All members of the Challenge and Improvement Committee will be invited to be members of the group. However there needs to be a core membership of between 3 and five members who will guide the work as it progresses. A chairman of the group also needs to be appointed.

The group will be supported by officers as appropriate.

## **8. Timescales**

- 8.1 The group should report back to both the Challenge and Improvement Committee and the Prosperous Communities Committee within 2017/18 Municipal Year.
- 8.2 In order to achieve that timescale the final report from the group will need to be presented to the Prosperous Communities Committee at its meeting 20 March 2018, having first been considered by the Challenge and Improvement Committee 20 February 2018. This means that a final draft of the report needs to be completed by early January 2018.
- 8.3 The research phase of the work (detailed above) needs to take place in September, October and November 2017 in order to meet these timescales.

## **9. Frequency of meetings**

- 9.1 It is suggested that the group meets once a month until the end of December 2017, with visits and meetings with stakeholders also scheduled in that time.