

# Challenge and Improvement Committee Rural Public Realm Task and Finish Group

## Terms of Reference

### 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
  - 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 street scene and green space is an important outcome which this theme seeks*
  - **Excellent Value for money services**  
*Street scene 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 public realm in the District. These shall be detailed in the Delivery Plan for this work.
- 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.)

#### **4. Outputs**

- 4.1 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.

#### **5. Outcomes**

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

#### **6. Membership of the Group**

- 6.1 The following form the core membership of the group:

Councillor Angela White (Chairman)	Councillor Anne Welburn
Councillor Thomas Smith	Councillor Jessie Milne
Councillor Lewis Strange	Councillor Malcolm Parish
Councillor Bruce Allison	

- 6.2 Any other elected members shall be welcome to attend any Task and Finish Group meetings.
- 6.3 The group will be supported by officers as appropriate.

#### **7. Timescales**

- 7.1 Timescales for this work and key milestones shall be detailed in the Delivery Plan. These may be updated during the course of this work to reflect any changes or additional actions required.
- 7.2 Any changes to Committee reporting timescales must be endorsed by the Task and Finish Group and approved by the Challenge & Improvement Committee.

#### **8. Frequency of meetings**

- 8.1 The Task and Finish Group shall meet prior to Challenge & Improvement Committee meetings (typically monthly).
- 8.2 Meetings can be cancelled with prior agreement from the Chairman if there is insufficient business to discuss.

## **9. Amendments**

- 9.1** Minor amendments to these Terms of Reference can be agreed by majority of the Task and Finish Group. This includes amendments to core membership of the group.
- 9.2** Significant amendments to these Terms of Reference must be endorsed by the Task and Finish Group and approved by Challenge & Improvement Committee.