



Amenities Committee Terms of Reference

Membership: 7

Quorum: 4

1. For the purposes of these Terms of Reference, the expressions “amenity” and “amenities” mean:
 - assets owned by or leased to the Council or for which the Council is responsible under any other arrangement;
 - a service delivered either to the general public or to any person or body of persons under any arrangement approved by the Council;
 - trees, shrubs and plants, benches, shelters, signs, street-lamps, art-works, troughs, and facilities of all kinds for which the Council is responsible (whether owned by the Council or not)
(including amenities which are managed by any person or body of persons under delegated powers conferred by or any other arrangement approved by the Council but excluding footpaths, bridleways and other rights of way).

2. Subject to paragraph 3 below, the following matters are within the terms of reference of this committee:
 - monitoring all amenities;
 - considering and making recommendations in respect of all aspects of the management of existing amenities (including proposed improvements, additions or extensions of them);
 - considering and making recommendations in respect of all proposals for the acquisition or creation of new or additional amenities;
 - monitoring the activities and performance of Council staff insofar as their duties relate to existing and proposed amenities (including their exercise of delegated powers in that respect) and making recommendations with regard to them;
 - monitoring and making recommendations in respect of the vehicles, equipment and materials belonging to the Council and used in connection with amenities;
 - considering and making recommendations for the acquisition of replacement or additional vehicles, equipment and materials (including specifying the relevant needs);
 - considering and making recommendations in respect of comments, compliments, complaints or suggestions regarding new or existing amenities; and
 - monitoring and making recommendations in respect of health and safety and risk management issues relating to amenities.

3. Notwithstanding the contents of paragraph 2 above, the following matters are not within the committee's terms of reference and shall not be discussed at its meetings:
- the processing of the acquisition or disposal by the Council of any interest in land;
 - the procurement of goods and/or services in connection with amenities (after the specification has been agreed);
 - the processing of the disposal of surplus or redundant vehicles, equipment and materials by the Council;
 - the setting and monitoring of budgets relating to amenities;
 - the recruitment and remuneration of Council staff and the operation of grievance and disciplinary procedures applying to Council staff; and
 - any matter within the terms of reference of the Finance & Personnel Committee or the Planning & Environment Committee.

Delegated Powers of the Amenities Committee

This Committee has the power to approve amenity related non statutory policies.