



THE PUBLIC LANDS & HIGHWAYS COMMITTEE
TERMS OF REFERENCE

Meetings – meetings will take place on the first Tuesday in alternate months if required.

Constitution – Eight Members in total. Three members of the total membership shall constitute a quorum at meetings of the Public Lands & Highways Committee.

All Committee meetings are open to the public and press, except by resolution where publicity would prejudice the public interest by reason of the confidential nature of the business (Public Bodies – Admissions to Meetings Act 1960).

All non-Committee members may attend the Committees meetings and speak at the Chairman's discretion, but are unable to vote.

The Public Lands & Highways Committee has no delegated authority and can only make recommendations to Council, which include;

- ✦ Recommend actions incurring expenditure within its budget.
- ✦ Prepare estimates of expenditure in December for the forthcoming financial year for consideration by Council, via the Finance and General Purposes Committee.

Responsibilities – Land, Equipment, Buildings, Fences, Parking, Roads, Pavements, Grass Verges, Street Lighting, any matters relating to the Highways, Hiring and Leases

The Committee are responsible for the control and development repairs, maintenance, continued improvements to:

- All Council play areas, equipment, buildings, fences, hiring of and the leases relating to.
- ✦ All Council Sports areas, equipment, buildings, fences, hiring of and the leases relating to.
- ✦ All Council Recreation areas, equipment, buildings, fences, hiring of and the leases relating to.
- ✦ Allotments, tenancy agreements, rents, infrastructure and the leases relating to.
- ✦ All Council Street Lighting
- ✦ All Council car parks and shared car parks
- ✦ All Council grass verges
- ✦ All Council flower beds and planters. ✦ All vehicles, equipment and tools.

- ✦ All trees, hedges, bushes and shrubs under the Council's control. ✦
Cleanliness of sites – litter collection.
- ✦ All seats, benches, litter bins and dog bins under the Council's control.
- ✦ Negotiations on Parking Strategies, studies or proposals

Cont.

- ✦ Negotiations for commuted land, equipment and maintenance monies. ✦
Review list of charges annually.

Cemeteries – Buildings, Interments, Memorials, Rules and Regulations

The Committee are responsible for the control and development repairs, maintenance, and continued improvement to:

- ✦ All buildings, equipment, fences, walls.
- ✦ Cemetery.
- ✦ Pathways, walkways and road ways.
- ✦ Trees, hedges and shrubs.
- ✦ Memorials, interments and the rules and regulations relating to.
- ✦ To ensure by regular inspection the stability of memorials.
- ✦ War Memorial.
- ✦ Review list of charges annually.

Other responsibilities:

- ✦ Health and Safety – to ensure compliance with health and safety.
- ✦ Fire precautions – to ensure measures are in place to deal with fire.
- ✦ Chemical weeding in the areas under the Committees control.
- ✦ Recycling for areas under the Committees control.
- ✦ Liaising with the Unitary Authority on matters pertaining to the Committee.
- ✦ Liaising with the police and other outside bodies on matters pertain to the Committee.

ATC Public Lands & Highways

ATC Public lands & Highways 2019 (post election)