



Skipton Town Council

PUBLIC SERVICES COMMITTEE Terms of Reference

Under the Local Government Act (s101), Skipton Town Council discharges its functions relating to all Public Services issues, to this Committee.

The Committee to meet quarterly without prejudice to the three clear days' notice required under the Local Government Act (schedule 12, para 10 [2] [a]) and in accordance with the relevant procedures and protocols of the Council.

The Chief Officer or the Estates Team will provide secretariat services to the Committee, unless they all have a prejudicial interest in the business being considered by the Committee.

When the Chief Officer and the Estates Team each have a prejudicial interest in the business being considered by the Committee, secretariat services will be bought in from the Principal Authority or from another parish or town council.

Functions of the Committee

- To consider, on an annual basis, a budget covering the Council's Estate functions and to recommend the budget to the Finance & Policy Committee
- To approve and monitor expenditure against budget to ensure spending during the course of the year remains on target
- To consider any charges made for the provision of facilities to the public and to make recommendations to the Finance & Policy Committee.
- To oversee all aspects of the management of the Council's Estate
- To ensure that equipment and other installations within the Council's Estate are inspected and maintained in line with recognised British and European Standards.
- To approve and oversee any contracts for the provision of work on the Council's Estate
- To approve the purchase of equipment, making recommendations to the Finance & Policy Committee as appropriate.

- To oversee the letting of the Council's allotment plots and other ancillary land
- To liaise with the Allotments Working Group and with any approved allotment tenant association(s)
- To encourage the establishment of Community Groups to assist with fundraising for and the maintenance and refurbishment of community land and other projects and to provide support to any such group.
- To consider any other matters relating to the Council's Estate as appropriate or as directed by the Finance & Policy Committee or Full Council.

Committee membership

Eight councillors

Quorum

One half of members shall constitute a quorum.

Sustainability Goals

To ensure that the Sustainability goals adopted by Skipton Town Council are actively promoted and adhered to through this Committee.

- Promote sustained, inclusive, and sustainable economic growth, full and productive employment, and decent work for all.
- Ensure sustainable consumption and production patterns.
- Take urgent action to combat climate change and its impacts.
- Protect, restore, and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss.