



Internal Ref	001
Version No	V.01
Review date	

Board	Cabinet Working Party
Date	8 May 2024
Document Version	V.01
Author	Carolina Borgstrom

Cabinet Working Party

Terms of Reference

Draft Version

1. Purpose & Aim of the Working Party

At the Annual Meeting of Council held on 23rd May 2024, it was agreed to establish a Cabinet Working Party (CWP) to conduct a detailed review of the Council's approach to Street Scene, including Street Scene enforcement, with its findings and recommendations to be reported to Cabinet.

- To consider the Council's approach to cleansing of adopted highway and associated Council owned public open space, including statutory requirement and resource prioritisation, and report on findings and recommendations.
- To consider the Council's approach to street scene enforcement, including the ongoing transformation plan for these services. Areas for consideration will include waste/litter on private land, fly tipping, littering, fly posting and dog fouling and report on findings and recommendations.
- To consider the results of current trial schemes including seasonal resource in the resort, deep clean and the barrow operative schemes, to evaluate impact and make recommendations that could be integrated as part of any future approach.

The main purpose of the group is to make recommendations to Cabinet.

2. Role and Responsibilities of the Working Party

The role of the CWP will be to understand the issues around street scene cleanliness, the Council roles and how existing resources are prioritised to deliver an effective service within the current budget envelope.

The CWP will also consider and understand the issues arising from residents', landowner's and visitor's behaviors, and how to address these issues using engagement, investigation and enforcement tools.

A report on these findings, including an options appraisal with recommendations and budget considerations, will be presented to Cabinet for consideration.

3. Working Party Membership

- Cllrs Hudson- Portfolio holder Environment
- Cllr Shepherd- Portfolio holder Safer and Stronger Communities
- Cllr Aisthorpe- Elected Member and Leader of the Liberal Democrat Group
- Cllr Shutt- Elected Member
- Cllr Bright- Elected Member

4. Officers in attendance

- Carolina Borgstrom- Director of Economy, Environment and Infrastructure
- Kath Jickells – Assistant Director Environment

- Dee Hitter – Head of Regulation and Sustainability
- Head of Street Scene (to be confirmed following recruitment)

5. Quorum

- The quorum of the Working Party shall be three members.

6. Frequency and Administration of the Working Party

- Meetings to be arranged as and when requested by the Working Party.
- All Working Party meetings to be held in public unless business is to be considered likely to disclose exempt information within the relevant paragraphs of Schedule 12A of the Local Government Act 1972

7. Accountability and Reporting

- The Cabinet Working Party will present a paper with recommendations to Cabinet on or before 15th March 2026.

8. Conflict of Interest/Vested Interest

To be declared at each meeting.

9. Review

- The Terms of Reference will be reviewed annually.

