



# PENZANCE COUNCIL

## **PENZANCE COUNCIL – LEISURE & AMENITIES COMMITTEE TERMS OF REFERENCE**

### Overview:

- Composition: Twelve Members plus Mayor and Deputy Mayor ex Officio
- Chairship: The Chair to be appointed at the Annual Council meeting. The Vice-Chair to be elected from the Committee members at the first meeting in each Council year. The serving Mayor will not be eligible for either of these positions.
- Quorum: Greater than one third of its membership
- Meetings: Bi-monthly
- Start Time: 7:00pm

### Responsibilities:

- (a) Dealing with all Leisure and Amenities matters falling within the purview of Penzance Council other than Penlee House, and the management and effective control of all budgets, including for:
- (i) Penlee Park and all facilities/leases therein, excepting the Penlee Open Air Theatre;
  - (ii) Other parks, recreation grounds, public open spaces and other amenity land in the ownership or under the control of Penzance Council;
  - (iii) Public Toilets and associated stores;
  - (iv) Allotments;
  - (v) Car Parks;
  - (vii) Civic Pride;
  - (viii) War memorials;
  - (ix) Community and Environmental Enforcement work, including for example fly posting, illegal tipping and litter picking;

- (x) Street Furniture including litter bins, salt bins, bus shelters, notice boards and Council signage;
  - (xi) Any similar devolved services transferred from Cornwall Council
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- (b) To establish service policies, approve programmes of work, monitor performance and take decisions in respect of those matters detailed in the budget schedule above and to provide reports on the implementation of service policies.
  - (c) To manage and review all arrangements within the town relating to services directly provided by the Town Council.
  - (d) To make recommendations to the Finance and General Purposes Committee regarding the staffing requirements which relate to the work of the Committee.

These Terms of Reference form part of the Standing Orders for Penzance Council and can be found in full on our website: [www.penzance-tc.gov.uk/standing-orders/](http://www.penzance-tc.gov.uk/standing-orders/)