

Committee: Scrutiny

Agenda Item

Date: 7 December 2010

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Title: Scrutiny review of Bridge End Gardens –
terms of reference

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Item for decision

Summary

- 1 The current Scrutiny Committee work plan includes a review of Bridge End Gardens. Following the recommendations of the Environment Committee resolved at the meeting 10 November 2009 (ref. Item E 27.1), responsibility for Bridge End Gardens and respective equipment, materials and assets have been transferred to Saffron Walden Town Council on tapering funding of up to 5 years as part of a package of Saffron Walden amenities.
- 2 As part of the transfer agreement it was resolved (ref. Item E 27.3), that, for the duration of the tapering funding an annual report be made to the Scrutiny Committee. This report will be made by Saffron Walden Town Council. Draft terms of reference are therefore attached as an appendix and once passed will be communicated to Town Council officers to inform the basis of their review.

Recommendations

- 3 Terms of reference for the review of Bridge End Gardens are approved.
- 4 These terms are communicated to the Saffron Walden Town Council to form the basis of their review.

Financial Implications

- 5 There are no financial implications arising from these recommendations

Background Papers

- 6 The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

Agenda Item 8 Environment Committee held at Council Offices London Road Saffron Walden on 15 September 2009 – Transfer of Bridge End Garden to Saffron Walden Town Council

Agenda Item 9 Environment Committee held at Council Offices London Road Saffron Walden on 10 November 2009 – Transfer of Bridge End Garden to Saffron Walden Town Council

Minutes of Environment Committee held at Council Offices London Road Saffron Walden on 10 November 2009

Bridge End Garden, Saffron Walden Appraisal prior to proposed transfer from Uttlesford District Council to Saffron Walden Town Council, 2009. Author - John Bosworth, October 2009.

Impact

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Communication/Consultation	Consultation with Saffron Walden Town Council officers, members and stakeholders
Community Safety	None directly. Community safety is a prime consideration for all users of Bridge End Gardens
Equalities	None
Health and Safety	None directly. Health and safety is a prime consideration for all users of Bridge End Gardens
Human Rights/Legal Implications	Human Rights – none. Bridge End Gardens has been transferred to Saffron Walden Town Council who have negotiated terms of a new lease with the Trustees
Sustainability	None
Ward-specific impacts	Saffron Walden Audley
Workforce/Workplace	None

Situation

- 8 At the meeting of the Environment Committee on 10 November 2009 it was resolved (ref. Item E 27.1) to transfer responsibility for Bridge End Gardens and respective equipment, materials and assets to Saffron Walden Town Council on tapering funding of up to 5 years as part of a package of Saffron Walden amenities already determined. The Town Council has a proven record as a custodian of local amenities and heritage and has agreed to maintain the gardens and two gardeners to carry out the ongoing works associated with this amenity.

It was considered reasonable that the District Council ask for some feedback during the period of tapering funding and that the Town Council should give

serious consideration to the recommendations made in the Appraisal Report prepared by the Restoration Manager.

The purpose of these proposed terms of reference is to provide guidance to the officers of Saffron Walden Town Council in preparing their review report to the Uttlesford District Council Scrutiny Committee.

Risk Analysis

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Risk	Likelihood	Impact	Mitigating actions
None directly	N/A	N/A	N/A

- 1 = Little or no risk or impact
- 2 = Some risk or impact – action may be necessary.
- 3 = Significant risk or impact – action required
- 4 = Near certainty of risk occurring, catastrophic effect or failure of project.