

**PRIORY PARK  
TERMS OF REFERENCE AND SCOPING**

Review Topic	To Review the operation of Priory Park
Membership (and Chairman)	A cross party working group of no more than seven councillors, Chaired by the Cabinet Member for Housing, Communications, Licensing and Events.
Terms of Reference	<p>To review the operation of Priory Park to address the issues raised at Council on 21 September 2021 by Cllr Plowman's motion. ie to consider:</p> <ul style="list-style-type: none"> <li>• Changes required to the Events Policy, specifically the inclusion of <i>"Priory Park has limitations in terms of access and the dual role as a war memorial making it unsuitable for Headline and large scale feature events involving construction of major temporary buildings or structures which have the potential to damage the fabric of this historic Park."</i></li> <li>• <i>Any Events Policies affected by this addition [above] are reviewed by Officers, The Cabinet Member for Events and local District Council Members.</i></li> <li>• <i>To review the operation, management and future of Priory Park particularly given the poor state of the buildings with the exception of Fenwick's Café and the Guildhall.</i></li> </ul> <p>The T&amp;F group to report back to Cabinet.</p>
Scope	<p>To consider and make recommendations on:</p> <ul style="list-style-type: none"> <li>• The Events Policy, including any specific recommendations relevant to Priory Park.</li> <li>• To review the approved capital programme projects including the asset replacement programme, and the repair and maintenance programme relating to buildings within the park, and recommend any proposed alterations to these.</li> <li>• To undertake a review of the operational management of the park, including the request for information received from the City Council.</li> </ul>
Outside of Scope / limitations	<ul style="list-style-type: none"> <li>• Recommendations that have significant financial implications on either the Council's revenue or Capital budgets will need to be considered alongside the Future Services Framework priority setting exercise.</li> <li>• Proposals to alter the management arrangements for the park would need to consider any Legal</li> </ul>

	implications including but not limited to employment matters.
Review Period	To conclude during 2021/22.
Officer support	Directly supported by: John Ward, Kevin Carter, Victoria McKay, Sarah Peyman, and Laurence Foord. Legal and HR officers as necessary.
Frequency of Meetings	As required.
Report back to	O&S if required by O&S Chairman. Cabinet – January 2022 to coincide with the Future Services Framework. Council if significant financial implications are proposed.