Appendix - Scoping Document – Task and Finish Group (Cultural Events)

Review Topic (Name of review)	Cultural Events
Type of Review	Task and Finish Group
Initial suggestion	Topic was suggested by Cllr Anthony Martinelli following the informal meeting of the SCC committee in June 2026.
Key Lines of Enquiry	The Group will consider the Council-run portfolio of cultural events and the following issues: (i) What should be the identity and strategic vision of the Council's cultural events programme? (ii) What role should the Council play in delivering or enabling cultural events, including through the use of its open spaces? (iii) How should the Council balance cultural, community and economic objectives, including the long-term financial sustainability of its programme?
In Scope	Council-organised events, events directly commissioned by the Council, use of Council-owned open spaces and the Council's role in enabling cultural events delivered by others.
Excluded from Scope	Infrastructure, Local Plan policy matters, s106 agreements or detailed operational management of individual events.
Timescales	To complete work and present recommendations within this civic year.
Provisional Timetable	19 November ’26 SCC – agree scoping document and membership December ’26 – February ‘27 – meetings of the Group 11 March SCC ‘27 – present final report and recommendations to SCC.
Terms of Reference	To review the Council's approach to cultural events, including strategic identity and objectives, use of public spaces, and financial model, and to make recommendations to support a successful and financially appropriate programme.

What primary/new evidence is needed?	TBC – could include evidence from residents, event organisers, arts and cultural organisations, local businesses, and relevant councillors and officers as well as the work of other comparable local authorities.

What secondary/ existing information is needed?	TBC – could consider the existing Cultural Strategy, attendance figures, relevant financial information, event evaluations as well as evidence from other local authorities.
Relevant briefings and site visits	TBC
Other work being undertaken/Relevant Corporate Links	The review supports the objectives of the Council's Cultural Strategy by considering the future role, purpose and sustainability of the city's cultural events programme.
Risks	Availability and capacity of officers and any external contributors. Any (re-emerging) LGR priorities or implications. The timing of the review may limit its ability to influence the 2027/28 budget.

WHO DO WE NEED TO CONTRIBUTE/CONSULT?

Relevant Portfolio Holder(s)	Cabinet Member for Communities
Key ECC Officers	Sam Scharf, Director of Communities
Partners and service users	These could include: cultural organisations, event organisers, community groups, local businesses and residents.

WHAT RESOURCES DO WE NEED?

Lead Member and Membership	Cllr Anthony Martinelli plus membership to be determined at 19 November SCC.
Co-optee's (if any)	None
Lead Scrutiny Officer/Other	Justin Long, Senior Overview and Scrutiny Officer

WHO ARE WE DIRECTING ANY RECOMMENDATIONS AND ACTIONS TO?

Recommendations to (key decision makers)**:**	SCC and then to Cabinet / Cabinet Member
Reporting arrangements	To SCC in March 2027 (provisionally)
Follow-up arrangements	TBC

ADDITIONAL INFORMATION/NOTES
