

CABINET MODEL

COMMITTEE STRUCTURE PROPOSED OPTION

When reviewing organisational structures it is important to focus on outcomes and this suggested model centres on effective decision making.

COMMITTEES

Overview and Scrutiny

As a reminder the Four Principles of Good Public scrutiny are (referenced from a practice guide for local government scrutiny about the best ways to understand and use evidence jointly produced in May 2017 by The Centre for Public Scrutiny (CfPS), the Society of Local Authority Chief Executives and Senior Managers (Solace) and The Alliance for Useful Evidence (supported by Nesta):

- 1. providing a 'critical friend' challenge*
- 2. reflecting the voice and concerns of the public*
- 3. taking the lead and owning the scrutiny process*
- 4. making an impact on the delivery of public services*

A range of attributes, skills and conditions demonstrate good scrutiny including:

- inquiries are non-political, methodologically sound and incorporate a wide range of evidence and perspectives;*
- engages in evidence based challenge of decision makers and service providers; and*
- provides viable and well evidenced solutions to recognised problems.*

The terms of reference of the current O&S committees need to be reviewed; there is overlap and duplication with other committees and presentations to the all member briefings.

The All Member Briefing sessions, although not formal meetings, are held at least monthly and are a key aspect of engagement with external partners and various officers in the Council, providing all members with information and updates on a wide variety of topics and allowing members to discuss issues and ask questions. Although it is recognised that these are informal, the important role they play has been taken into account in the consideration of Overview and Scrutiny Committees below, as they are a forum which all members can attend, receive presentations and information and ask questions. The proposal is that the Committees are focussed more on examination and active scrutiny of key priority areas.

Overview & Scrutiny Committee focusing on community and partnerships

Proposal:

- *an overarching outward facing committee meeting quarterly focusing on community and partnership working, setting a couple of discrete pieces of work each year based on priorities for evidence based task and finish reviews to be undertaken by representatives of the committee reporting back.*
- *Councillor call for actions*

Overview & Scrutiny Committee

Proposal:

- *an O&S committee which focuses on the effective use of Council resources (budget, IT and assets) and performance of council services holistically in the widest sense.*
- *Opportunity for the Committee to undertake a small number of discrete, focussed pieces of work through task and finish task and finish reviews to be undertaken by representatives of the committee reporting back.*

Governance Committee:

This would include the current terms of reference and remit of the following committees:

- *Audit*
- *Standards*

Town & Parish Councils Standards (Governance) Sub-Committee:

This would include the current terms of reference and remit of the current committee

Local Plan Committee:

The terms of reference and remit of the current committee would remain unchanged, but could be reviewed through the Local Plan adoption process, however such a committee would still be required after adoption to review and monitor the Local Plan and focus on Garden Community Development Plan Documents.

Human Resources & Council Tax Committee:

This would include the current terms of reference and remit of the following committees:

- *Council Tax*
- *Human Resources including appointments and dismissal of senior management*
- *Emergency Planning (impact on staff)*

Planning Committee:

The terms of reference and remit of the current committee would remain unchanged, as functions relate to Planning and Conservation as set out in Schedule 1 of the Local Authorities (Functions and Responsibilities)

(England) Regulations 2000 (as amended).

Licensing and Registration Committee:

The terms of reference and remit of the current committee would remain unchanged, as functions relate to licensing, registration, health and safety at work and smoke free premises as set out in Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended).

Miscellaneous Licensing Sub-Committee:

This would include the current terms of reference and remit of the current committee, namely Hackney Carriage / Private Hire licences.

Premises/Personal Licences Sub-Committee:

This would include the current terms of reference and remit of the current three A, B and C committees