



## TODMORDEN TOWN COUNCIL

### REPORT TO THE GENERAL PURPOSES COMMITTEE

<b>REPORT AUTHOR</b>	<b>General Purposes Committee</b>
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<b>Date</b>	<b>11<sup>th</sup> March 2020</b>
<b>SUBJECT</b>	<b>Change in Committee Structures and timetable of meetings.</b>

#### PURPOSE:

1. To inform Members that the General Purposes Committee considered a paper outlining the rationale behind seeking to reduce the number of Committees and lessen the number of meetings held.
2. Following further discussions within party groups, and in liaison with the Town Clerk, a workable solution has been agreed, and is now recommended to Full Council to accept as detailed in Appendices 1 and 2, effective from May 2020
3. To advise Members that this is aimed at improving the effectiveness of delivery of outcomes for Members, by increasing officer support time to help deliver actions required by Committees in between meetings, and to recognise both Officer and Members need for taking leave.
4. To advise Members that as part of these considerations the General Purposes Committee and Amenities Committee are to merge, and to be called Resources Committee.
5. To inform Members that subject to this being approved, a revised set of Financial Regulations, Standing Orders and Terms of Reference will need to be submitted to the final General Purposes on 25<sup>th</sup> March 2020, for agreement to submit to Full Council for adoption on 11<sup>th</sup> April 2020.

#### RECOMMENDATIONS

6. That Members approve a change in Committee Structure as per Appendix 1.
7. That Members approve the proposed timetable of meetings as per Appendix 2

8. That the Town Clerk bring to the next General Purposes Committee meeting, revised Financial Regulations, Standing Orders and Terms of Reference, for subsequent approval at Full Council on 11<sup>th</sup> April 2020.

## **REASONS FOR RECOMMENDATION**

9. To provide the opportunity for Members to consider a substantive change to the current Committee structure and associated timetable of meetings.
10. To seek Council approval to these committee changes and confirm the timetable of meetings for the Mayoral year May 2020 to April 2021

## **SUMMARY OF KEY POINTS**

11. In considering a way forward there are synergies with the nature of items considered that indicate options to merge the Amenities and General Purposes Committees would lead to more effective delivery, and on occasions avoid elements of repetition.
12. General Purposes and Amenities have a strong emphasis on money and resources whilst Development, Climate Emergency and staffing still have separately identifiable needs.
13. Meetings will be scheduled within the year to ensure that key aspects are covered in terms of operational need, but at all times, Officers in working with Members understand that there may still be a need for additional meetings to be called, and will respond accordingly.

## **FINANCIAL IMPLICATIONS**

14. There will be some gains made in respect of Town Hall booking room costs, staff overtime, stationery and postage costs.

## **POLICY IMPLICATIONS:**

15. This represents a change in emphasis of availability for the frequency of opportunity for members of the public to express their views.

## **DETAILS OF CONSULTATION:**

16. All Town Councillors

## **BACKGROUND PAPERS**

17. Appendix 1. New Committee Structure  
Appendix 2. Proposed Committee Timetable

FURTHER INFORMATION PLEASE CONTACT: Colin Hill