

**RESTRUCTURING OF COMMITTEES 2019/20 – REVISED TERMS OF REFERENCE  
POLICY COMMITTEES & SHAREHOLDER AGREEMENTS**

Committee: Council

Date: 11 April 2019

Author: Chief Executive and Democratic Services Manager (Deputy Monitoring Officer)

[T245]

1.0 ISSUE

1.1 To receive revised Terms of Reference for the two Policy Committees and amended Shareholder Agreements for the Council's Trading Companies arising from the restructuring of Committees to take effect from May 2019.

2.0 RECOMMENDATIONS

2.1 Members are requested to approve the implementation from Annual Council in May 2019 of:

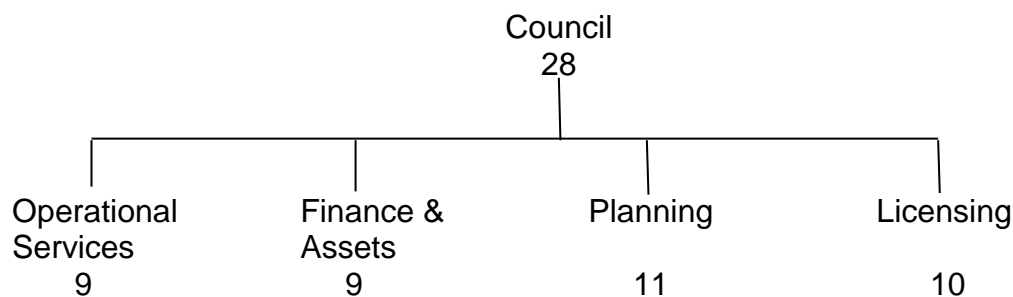
- (i) the draft Terms of Reference as detailed in Appendix A;
- (ii) the draft Shareholder Agreements for ECTC and ECSS attached at Appendix B.

2.2 That the Chief Executive and the Monitoring Officer be authorised to make any consequential amendments to the Constitution arising from these changes.

3.0 BACKGROUND

3.1 A revised Committee structure was agreed by Council on 21 February 2019 (ref: Agenda Item No. 12) for implementation from May 2019.

3.2 The revised structure reduced the number of Policy Committees from 4 to 2 to reflect the reduction in the number of Councillors from 39 to 28 at the District Council Elections to take place on 2 May 2019.



3.3 Under these arrangements, the functions of the existing Asset Development Committee would be transferred to Finance and Assets Committee and Community Services Committee to Operational Services Committee. The functions of the

existing Shareholder Committee also would be transferred to Finance and Assets Committee and two all Member Shareholder meetings held per annum.

- 3.4 Service Delivery Champions will be replaced by the appointment of Member Champions, as and when required.
- 3.5 Revised Terms of Reference for the two Policy Committees and amended Shareholder Agreements for the Council's two Trading Companies now have been drafted to reflect these changes. These are attached at Appendix A and B. Further consideration of two Service Areas formerly under the responsibility of the Community Services Committee, namely Leisure Services and Open Spaces and Facilities, has shown that these would more appropriately fit within the remit of the new Finance and Assets Committee, due to their synergy with the Asset Management and Development function; the Director responsible for both; and a more balanced distribution of Service responsibilities and workloads between the two Policy Committees.

#### 4.0 FINANCIAL IMPLICATIONS

- 4.1 There is very likely to be savings in the 2019/20 budget resulting from the reduction in Special Responsibility Allowances due to the lower number of Committees, in addition to the overall reduction in total Members.

#### 5.0 APPENDICES

- 5.1 Appendix A – revised Terms of Reference Policy Committees  
Appendix B – amended Shareholder Agreements ECTC & ECSS

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<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
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Council, 21 February 2019

Agenda Item No. 12 and Minutes

Room 103

The Grange

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