

EXTRA ORDINARY COUNCIL

Date: Monday 8 June 2020

Title: Appointment of Members to Standing Committees, Sub-Committees & Working Parties, and the Election of Chairs

Contact Officer: Town Clerk – Sharon Groth

Background

At the virtual Annual meeting of the Council on 13 May 2020 a new Committee structure was agreed. The purpose of this report is to now appoint Members to those Committees.

Committee Structure 2020/21

The Committees are listed below with current membership details and the Council is requested to appoint Members to serve on the Committees for the year 2020/21. The total membership of each Standing Committee is 8 Members which includes the Town Mayor and Leader as Ex-officio on all.

Committee/Sub-Committee	Membership required
Climate, Bio-Diversity & Planning Committee	6 Members + Ex-officio Town Mayor & Leader
Sport & Play Committee	6 Members + Ex-officio Town Mayor & Leader
Amenities Committee <i>(to be renamed at earlier agenda item)</i>	6 Members + Ex-officio Town Mayor & Leader
Stronger Communities Committee	6 Members + Ex-officio Town Mayor & Leader
Policy, Governance & Finance	2 Members + Chairmen of the above Standing Committees and Ex-officio Town Mayor & Leader
Personnel Sub-Committee <i>[this is a sub-committee of the Policy, Governance & Finance Committee]</i>	Town Mayor, Leader, and Chairmen of the above Standing Committees. Subject to inclusion of an elected Member with experience in this field maybe 1 additional Member

Disciplinary & Grievance Panel	3 Members* – must not be Chairmen or Members of Personnel/Policy Governance & Finance Committee
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NOTE: The Vice-chairmen of these Committees will be appointed at the first meeting.

** It is RECOMMENDED that the Chairman of Sub Committees Working Parties should also sit on the 'parent' Committee in order to report back on the work of their committee, in case of any questions.

Working Parties	Membership required
Corn Exchange Working Party	6 Members – reports to Amenities Committee

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability. It is important that Committees are structured in a way that facilitates the Council's democratic process. Officers are employed to support Members with this process by researching and providing the necessary information and presenting reports at Committee meetings.

Financial implications

There are no financial implications arising from this report.

Recommendations

Member are invited to note the report and agree the membership on the Standing Committees, Sub-Committee and Working Party as detailed above.