



## **REPORT of CHIEF EXECUTIVE**

---

**to  
COUNCIL  
5 APRIL 2017**

### **COMMITTEE STRUCTURE REVIEW**

#### **1. PURPOSE OF THE REPORT**

- 1.1 To present the report on the Committee Structure Review undertaken by BDO attached at **APPENDIX 2**.

#### **2. RECOMMENDATIONS**

- (i) that the Council considers and notes the report of BDO on the Committee Structure Review attached at **APPENDIX 2**; and
- (ii) that the Council appoints a task and finish working group, comprising the Leader and Deputy Leader and 2 Members from each of the programme committees to consider the conclusions of the review and report back to the Council with a response to each of the recommendations.

#### **3. SUMMARY OF KEY ISSUES**

- 3.1 BDO were commissioned to deliver a review of the Council's committee structure. The purpose was to review the governance and identify opportunities to improve the way the Council manages its committee business in a way which balances the needs of efficiency, strategic focus, and political robustness.
- 3.2 The Terms of Reference for the review, attached at **APPENDIX 1** were agreed by the Council at its meeting on 8 September 2016 (Minute No. 490 refers).
- 3.3 BDOs' report, setting out their conclusions and recommendations is attached at **APPENDIX 2** to this report. The report is due to be presented to the Audit Committee on 30 March. A verbal update of their conclusions and any recommendations will be provided at the meeting.
- 3.4 BDO will be presenting the report to members at a specially arranged briefing session at 7.30pm on 30 March 2017.
- 3.5 BDO carried out a survey of all Members and senior officers to provide further evidence to support / refute their initial findings and offer an opportunity to gauge opinion on potential reforms (11 Members and ten Officers responded). The survey conclusions are included in the report.

- 3.6 The recent Local Government Association (LGA) Peer Review feedback concluded that the Council's Committee system needs to be more effective and strategic and the BDO report provides a good opportunity to facilitate change.

#### **4. CONCLUSION**

- 4.1 Both the BDO report and the recent Peer review have concluded that there are changes that could be made to the Council's governance arrangements in the interests balancing the needs of efficiency, strategic focus, and political robustness. It is therefore timely to consider the practicality of the recommendations and seek to free up Member and Senior Officer capacity to plan for and manage future challenges and effectively deliver our corporate goals.

#### **5. IMPACT ON CORPORATE GOALS**

- 5.1 Effective governance arrangements are critical to ensure that the Council uses all of its resources effectively to delivery our corporate goals.

#### **6. IMPLICATIONS**

- (i) **Impact on Customers** – None arising directly from this report.
- (ii) **Impact on Equalities** – None arising directly from this report.
- (iii) **Impact on Risk** – The Council's response to the review will help to mitigate the Corporate Risk that the Council's Committee structure is not fit for purpose.
- (iv) **Impact on Resources (financial)** – None arising directly from this report.
- (v) **Impact on Resources (human)** – None arising directly from this report.
- (vi) **Impact on the Environment** – None arising directly from this report.

Background Papers: None.

Enquiries to: Fiona Marshall, Chief Executive, (Tel: 01621 875710).