

**BRIDGNORTH TOWN COUNCIL
ADJOURNED ANNUAL TOWN COUNCIL MEETING
TUESDAY 16TH MAY 2017**

Agenda item 19 i) a) i)

Appointment of Representatives

Proposal for Consideration by Council from Councillor Ron Whittle

Council is asked to consider and, if appropriate, approve the following:-

1. That Council meets twice each month on the 1st and 3rd Tuesday of each month with the exception of August, when no meetings are held and December when only one meeting will be held on the 2nd Tuesday of the month. Without being prescriptive, the first meeting each month will normally, in addition to other matters, consider matters currently dealt with by the Property & Grounds Committee, while the second meeting will prioritise financial matters.
2. As a result of 1 above, the Property & Grounds Committee, and Administration and General Purposes Committee, the Christmas Committee and the CCTV Committee will be disbanded.
3. In view of the new, longer, consultation period the Planning Committee will meet once each month immediately prior to the second Council meeting.
4. Any other sub-committees, working parties etc. that currently exist are to be subject to early review to consider whether they remain relevant or if their work cannot be considered direct by Council.
5. Minutes should be considerably shortened, reflecting principally resolutions passed by Council and not normally including individual interventions.

The reasoning behind this proposal is as follows:-

1. The changes proposed will considerably reduce the number of meetings and thus workload on both staff and Councillors. This will address the concerns often expressed by the Town Clerk concerning excessive workload.
2. Any additional workload on Council will be more than offset by a removal of need to read, consider and vote on committee minutes, which currently can run to well over 60 pages!
3. There will be no requirement to re-visit discussions in committees by those Councillors who are not members.
4. The decision making process will be considerably speeded up.
5. By a reduction in evening meetings there will be a matching reduction in staff TOIL.

6. In the past two years we have needed 12 extraordinary meetings of Council, this change should remove a need for most – if not all – of these.
7. Previous amalgamations of committees have not created any problems and indeed have reduced workload – e.g. Finance sub-committee and Procurement committee.
8. Previous changes have been made, and therefore what is proposed is not without precedent. For example the A&GP Committee was, in 2008, called the Activities Committee made up of just 4 members – all Mayors and ex-Mayors. It met 3 times. In 2009 it became Civic & Administration with 5 members – still Mayors and ex-Mayors and met every two months. In May 2016 it was suggested increasing membership of A&GP to 12.
9. There are no major staffing considerations from this proposal other than as set out above as staff will retain their existing responsibilities, though it may be appropriate to consider, at an early date, a possible staff reorganisation. In order to spread the work of meeting agendas, minute taking and minute preparation it would be sensible for the Town Clerk to discuss with staff a suitable rota to carry out work relating to this new arrangement of meetings. If these proposals are approved by Council and implementation was not postponed, the first meeting would normally fall on the 6th June, allowing a period of three weeks for such discussions to take place.
10. The result of the proposal will not only provide efficiency savings but actual financial savings in terms of paper, printing, postage, staff time etc.