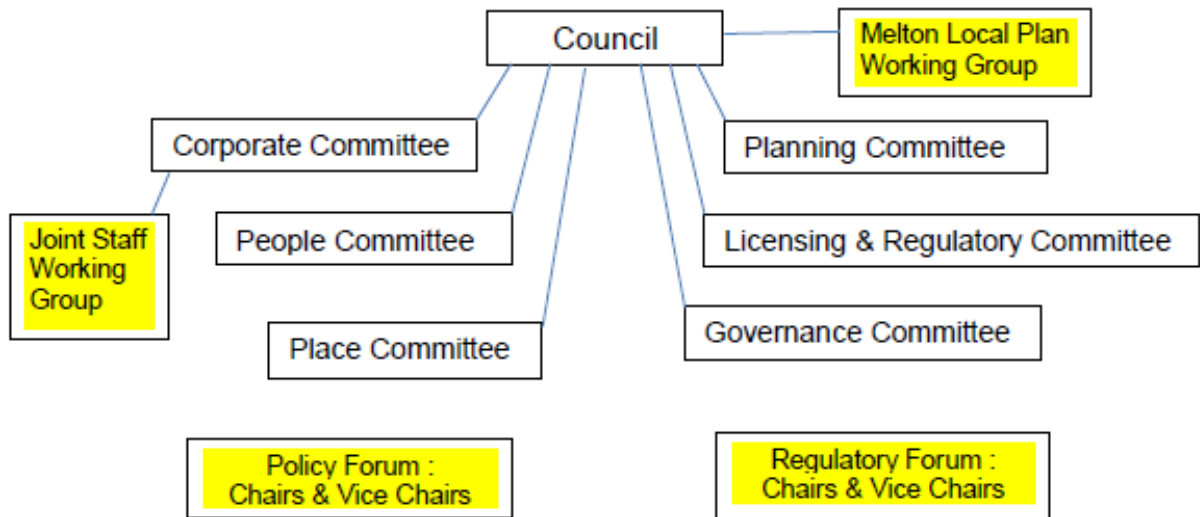



Proposed new Committee Structure



Key :

 Denotes non-formal decision-making

Appeals and Recruitment Committees to be convened as required

Corporate Committee

	Membership	10 Members Politically balanced Leader to Chair ; Deputy Leader is Vice Chair
	Special Requirements	Prior to sitting as the Investigating and Disciplinary Committee, the Committee must undergo the appropriate training
		Councillors must receive equalities training within 6 months of being first elected. No Councillor may continue to sit on this Committee if they have not met this requirement.
	Remit of this Committee	Business Continuity Communications, Consultation and Public Relations Corporate and strategic asset management Corporate Improvement Commercial and Digital Strategies Financial Health of the Council; Budget Setting, MTFS; Treasury Management Scrutiny Human Resource Policies including Health and Safety ICT Strategy; Corporate and outward looking policies Internal Audit Investigating and Disciplinary Committee Legal, Democratic Services and Elections Welland Procurement Unit Any function not delegated elsewhere
No	Terms of Reference	To exercise the Council's powers and duties of the following functions :-
1.	General Responsibility	responsibilities shall be exercised in accordance with the Council's Policy Framework and Corporate Priorities
2.		responsible for the strategic direction of the Committee's functions, service, policy, delivery, performance including complaints, operational asset management, staffing resources and budget monitoring
3.		shall not have the power to incur expenditure which has not been delegated by the Council in line with the Financial Procedure Rules
4.		authorised to take any steps, including delegation to officers, which may be necessary to carry out the functions within the scope of the delegations to the Committee
5.		may award contracts subject to the relevant rules contained within Part 4 of the Constitution and adequate budgetary provision
6.		any reference to a statute within the Terms of Reference of the Committee includes reference to any re-enactments thereof and subordinate legislation made thereunder
7.		any function of the Council not delegated elsewhere or reserved to

		Council
8.	Budget and Financial Planning	consider and review the Council's medium and long term financial strategies and the overall financial health of the Council
9.		consider and establish a detailed framework for the policy and budget setting process
10.		scrutinise the Treasury Management Strategy and any associated reports and policies prior to approval by Full Council
11.	Business Continuity and Emergency Planning	oversight of the Council's approach in a Council or community emergency
12.	Human Resources and Health & Safety	development and implementation of policies relating to the appointment, employment, training, safety and dismissal of staff including maintenance of recreational, social and welfare facilities, conditions of employment, pensions and health and safety. Keep under review the staff establishment
13.		oversight of the development and delivery of the workforce strategy and work place policies
14.	Recovery of outstanding revenues and accounts	oversee collection of revenues and accounts due to the Council and not paid by the date of settlement and to give such direction as may be necessary for the recovery thereof
15.	Strategic Asset Management	strategic oversight and co-ordination of all the Council's assets including acquisition, management and disposal
16.		operationally manage assets within the Committee's remit
17.		<u>When acting as the Investigating and Disciplinary Committee the following 5 terms of reference apply :-</u>
18.	Investigating & Disciplinary Committee	considering allegations relating to the conduct or capability of the Head of Paid Service, Section 151 (Chief Financial Officer) Officer or the Monitoring Officer.
19.		to appoint an Independent Investigator (including agreeing terms of reference of the investigation) from a list maintained by the JNC Joint Secretaries and in accordance with the procedure adopted by the JNC Joint Secretaries from time to time.
20.		to receive and consider the report of the Independent Investigator and be given authority to impose no sanction, or to take action short of dismissal and to impose an appropriate penalty or take other appropriate action.
21.		in such cases where the Committee considers it appropriate taking into account the threshold test the Committee may suspend the Head of Paid Service, the Section 151 (Chief Financial Officer) Officer or the Monitoring Officer.
22.		authority to negotiate any settlement in consultation with internal / external auditors and appoint such independent external advisers as required in this respect

People Committee

	Membership	10 Members Politically balanced
	Special Requirements	Councillors must receive equalities training within 6 months of being first elected. No Councillor may continue to sit on this Committee if they have not met this requirement.
	Remit of this Committee	Assets of Community Value Council Housing Tenants and Tenancy Management Community Safety Partnership Community Support and Services; Lifeline; Me & My Learning Council Lottery Customer Services; Corporate Complaints Equalities Grants to Community Bodies Homelessness; Social Housing Housing Benefit and Council Tax Support Sports and Leisure Contract Management; Health & Well-being Tackling Anti-Social Behaviour and Nuisance inc Enforcement Voluntary and Community Sector Relationships
No	Terms of Reference	To exercise the Council's powers and duties of the following functions :-
1.	General Responsibility	responsibilities shall be exercised in accordance with the Council's Policy Framework and Corporate Priorities
2.		responsible for the strategic direction of the Committee's functions, service, policy, delivery, performance including complaints, operational asset management, staffing resources and budget monitoring
3.		shall not have the power to incur expenditure which has not been approved by the Corporate Committee or through an appropriate delegation
4.		authorised to take any steps, including delegation to officers, which may be necessary to carry out the functions within the scope of the delegations to the Committee
5.		may award contracts subject to the relevant rules contained within Part 4 of the Constitution and adequate budgetary provision
6.		any reference to a statute within the Terms of Reference of the Committee includes reference to any re-enactments thereof and subordinate legislation made thereunder
7.	Assets of Community Value	oversight and development of the Council's policy on Assets of Community Value
8.	Council housing tenants	management and support of Council housing tenants and related services including allocations, tenancy management and supporting services
9.	Community	community safety including Community Safety Partnership

	Safety	
10.		overview and scrutiny arrangements for the Police and Crime Panel Procedures as set out in Part 4 of the Constitution
11.		action to address anti-social behaviour and nuisance including the use of enforcement
12.	Community Support and Services	community development and welfare including services for young and older people and other vulnerable groups. Services include Lifeline, Me & My learning
13.		oversight of the Council's Customer Services function
14.		monitor the Council's response to dealing with customer complaints including periodic review of the Council's Complaints Procedure
15.		housing benefit and Council Tax support
16.		consider and implement mechanisms to encourage and enhance community participation in the development of policy options
17.	Homelessness	homelessness strategy, social housing and related matters
18.	Voluntary and Community Sector Relationships	ensure the Council fosters effective relationships and partnerships with other Public Sector agencies and the Private and Voluntary Sectors to ensure the most efficient and effective discharge of the Council's functions
19.		oversight of liaison, as appropriate with external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working
20.		oversight of the policy and allocation of the policy to award grants to community bodies

Place Committee

	Membership	10 Members Politically balanced
	Special Requirements	Councillors must receive equalities training within 6 months of being first elected. No Councillor may continue to sit on this Committee if they have not met this requirement.
	Remit of this Committee	Council Housing Stock; HRA; Rent Setting Economic Development; Regeneration; Place Marketing; Tourism Environmental and Place-Based Enforcement Environmental Health; Public Sector Housing; Health & Safety Environmental Maintenance; Pest Control; Land Drainage Grant Schemes within this Committee's remit Licensing resources Planning; Local Plan; Building Control; Land Charges; Public Assets; Open Spaces Public Transport & Highway; Parking Oversight of the Council's Special Expenses Leisure Centre Capital Development Street Cleansing; Waste Management Town and Place Partnership Wheels to Work
No	Terms of Reference	To exercise the Council's powers and duties of the following functions :-
1.	General Responsibility	responsibilities shall be exercised in accordance with the Council's Policy Framework and Corporate Priorities
2.		responsible for the strategic direction of the Committee's functions, service, policy, delivery, performance including complaints, operational asset management, staffing resources and budget monitoring
3.		shall not have the power to incur expenditure which has not been approved by the Corporate Committee with regard to the General Fund or through an appropriate delegation
4.		authorised to take any steps, including delegation to officers, which may be necessary to carry out the functions within the scope of the delegations to the Committee
5.		may award contracts subject to the relevant rules contained within Part 4 of the Constitution and adequate budgetary provision
6.		any reference to a statute within the Terms of Reference of the Committee includes reference to any re-enactments thereof and subordinate legislation made thereunder
7.	Council housing stock	management and maintenance of Council housing stock and assets including oversight of the Housing Revenue Account including rent setting
8.	Economic Development &	promotion and improvement of the economic growth and regeneration of the area

	Regeneration	
9.		support to and linking with the Town and Place Partnership
10.		oversight of the Council's place marketing and tourism agendas including supporting Christmas lighting and the Council's relationship with the BID
11.		oversight of any Council grant schemes within within the remit of this Committee
12.	Environmental Health	oversight and implementation, advice and enforcement of matters relating to :- domestic and commercial environmental health services including food safety health & safety private sector housing pollution including nuisance and environmental protection public health licensing and registrations
13.	Environmental Services	street cleansing and the collection and disposal of waste
14.		environmental maintenance, pest control and land drainage
15.	Leisure Centre Development	leisure centre capital development
16.	Licensing	Licensing resources including fees and charges
17.	Operational management & maintenance of public open space	management and maintenance of public assets including land, open spaces, and other public facilities including those owned by, leased to or otherwise occupied by or subject to the control of the Council also including those categorised as special expenses
18.	Planning, Local Plan etc	adoption of a local development scheme, supplementary planning documents, Statement of Community Involvement, the AMR, and agreement of Neighbourhood Plan designations, submission of NP's for Examination and proceeding to Referendum. The final 'making' of NP's following Referendum
19.		oversight and implementation of all stages of the production of a Local Plan and any subsequent reviews; recommending to Council the adoption of a Local Plan or Review
20.		oversight of building control and land charges
21.	Transport and Parking	public transport, parking and use of the highway