

Kidderminster Town Council

Wednesday 20th July 2016

Committees and Working Groups

1. Purpose

The purpose of this report is to remind Councillors of the committees and working groups that have been set up and to see if there is any opportunity to rationalise them.

2. Background

The Town Council now has 11 committees/working groups overseeing the running of the Town Council.

This is a significant number for the size of the business and is proving a logistical problem arranging meeting dates as the civic calendars are set.

It is also problematic for those councillors that are District and County members too.

The original schedule of meetings was agreed in consultation with Wyre Forest District Council to minimise any clashes. Adding in further meetings is beginning to prove difficult. And it is frustrating for Councillors.

3. Work Profile

Councillors have reviewed the service level agreements with WFDC. There has been a presentation on Christmas & the Arts Festival. There is a programme of work in place to reinstate the Mayor's Parlour. Members have reviewed the Town Hall maintenance programme. Members have also received an overview of the current budget.

4. Going Forward

There is the opportunity to expand the work of the Strategic Advisory Committee to subsume the work of two of the working groups. This would allow the Council to stay with the original civic programme, but we need to add in one additional date for the Committee.

Events Advisory could take on the additional role for grants and the Committee could be enlarged to include more members

The Proposal is:-

	Working Group	Change/Addition	Membership
i	Strategic Advisory	Groups to be subsumed - Asset Management & Budget & Finance	M. Rayner; N. Gale; R. Bishop; H Dyke; L. Hyde; M. Kelly; N. Knowles; F. Oborski MBE; M Stooke; J. Smith; M. Wrench; and P. Young (12)
ii	Events Advisory	Additional responsibility – to agree grants	Councillors S. Chambers; F. M. Oborski MBE; S. Rook and P. Young (Mayor & Deputy Mayor ex-officio (6)

CURRENT SCHEDULE

Kidderminster Town Council - Meetings 2016/17

Day	Committee	Date - 2016							2017				
		May	June	July	Sept	Oct	Nov (budget bids)	Dec	Jan 2017	Feb	Mar	Apr	May
Tuesday	Planning		28 th	26 th	13 th	11 th	8 th	6 th	10 th	14 th	14 th	25 th	30 th
	Events Advisory				20 th		1 st			7 th		18 th	
Wednesday	Planning		1 ^{st*}										
	Annual Assembly											26 th	
	Council	18th (Mayor Making) & 24th Adjourned (Tues)	8 th	20 th	7 th	26 th	23 rd	15 th	25 th		8 th	19 th	17 th (Mayor Making) & 24 th (Adjourned)
	Strategic Advisory			13 th			9 th		11 th		22 nd		
Thursday	Staffing		16 th		22 nd			8 th			23 rd		
<u>Other Working Groups</u>													
Asset Management (M. Rayner; N. Gale; R. Bishop; H Dyke; M. Kelly; N. Knowles; M Stooke; and P. Young) - tba													
Budget & Finance (M. Rayner; N. Gale; L. Hyde; N. Knowles; F. Oborski MBE; J. Smith; and M. Wrench) – tba													
KEF (J. Baker; M. Kelly; F. Oborski MBE; M. Wrench; and P. Young) – 19/7/16 @ 5.00pm													
Husum (M. Rayner; N. Gale; R. Bishop; M. Kelly; and F. Oborski MBE) – 2/8/16 @ 6.00pm													
Developing The Town Council Business Plan (all Councillors) 19/07/16 @ 6.00pm													
Town Hall Liaison – (N. Gale; M. Kelly; and F. M. Oborski MBE) – 7/7/16 @ 3.00pm Proposed – Thursdays - 13/10/16; 12/01/17; and 06/04/17 @ 3.00pm to 4.00pm													