



Our Ref:

Your Ref:

Please Ask For: Tracy Morrison

Telephone: 01253 658521

Email: [tracy.morrison@fylde.gov.uk](mailto:tracy.morrison@fylde.gov.uk)

Date: 10 September 2014

Dear Consultee,

#### FYLDE COUNCIL GOVERNANCE

This letter outlines changes to Fylde Council's Governance arrangements and provides information on how you may make comments on the planned changes. As a result of a statutory referendum, held in May of this year, the council will be moving from its present executive arrangements (Leader and Cabinet) to a committee system of governance in May 2015.

In February 2014, as required by the Local Authorities (Conduct of Referendums) (England) Regulations 2012, the council adopted the following as the main principles for the operation of a committee system in the event of the referendum delivering a vote in favour of such a system:

Full Council will have power to set policy parameters within which each committees is to operate.

Within such parameters, functions (except planning policy) that are now executive functions would be divided between four committees whose broad remits would be defined around: (1) Tourism and Leisure, (2) Operational Management, (3) Health and Housing and (4) Finance.

The following existing committees will continue with the same remits as now, except as noted below: (1) Audit Committee, (2) Chief Officers Employment Committee, (3) Development Management, (4) Licensing and (5) Public Protection.

Matters presently within the terms of reference of the Standards Committee will fall within the remit of the Audit Committee. Formulation of planning policy will fall within the remit of the Development Management Committee. Final adoption of the local plan would remain, as required by law, a matter for full council.

There would be no arrangements for scrutiny [committees] within the governance framework. [N.B. Certain statutory functions that, where overview and scrutiny committees exist, must be discharged by such a committee, will be assigned to the most appropriate committee.]

Each committee will have full delegated authority to make decisions within the parameters set by full council.

There will be a mechanism under which a committee will be barred from exercising delegated authority in a particular matter (i.e. will only be permitted to make a

recommendation to Full Council, rather than take a decision) under procedure rules to be developed. There will be a separate mechanism within the same procedure rules under which decisions made by committees could be referred to the council for reconsideration.

There will be the ability for Full Council to take any function it has delegated to a Committee, in place of that Committee: and a Committee may refer or recommend a decision in respect of a delegated function to be taken by Full Council.

Delegations to officers will be the same as in current constitution.

There will continue to be a Leader of the Council, appointed and removable by a vote of the Full Council.

The council must now introduce a committee system that is based on those agreed principles.

The Council has appointed a cross-party group of members to work up and formalise the detail of the new system in accordance with the above-mentioned framework. Some of the detailed issues that the cross-party working group will be looking at are outlined below:

- Terms of reference of the committees
- The role of the Leader of the Council
- The interface with partner organisations in the new governance structure
- Public speaking arrangements at meetings
- The size of the committees
- How urgent business will be conducted
- Operation of the budgetary framework
- Timetable of meetings
- Impact on resources

The council wishes to engage with partner organisations and the public to seek comments on any of the matters outlined above. Any comments submitted will be taken into consideration when drafting the detail of the new committee system. The council has a relatively short period of time in which to consider these matters (the working group hope to make proposals to the council in January 2015).

Please submit your comments in writing or by email direct to Tracy Morrison (Director of Resources) by no later than close of business on Tuesday 30<sup>th</sup> September.

Email address: [tracy.morrison@fylde.gov.uk](mailto:tracy.morrison@fylde.gov.uk)

Postal address – Director of Resources – Fylde Council, Town Hall, St Annes Road West, Lytham St Annes FY8 1LW.

You can also access the general public consultation being undertaken on this matter by clicking on the link below:

<http://www.fylde.gov.uk/council/your-council/portal/fyldegovernance/>

I look forward to hearing from you.

Yours sincerely

Director of Resources