

## **POLICY AND RESOURCES COMMITTEE**

**2<sup>nd</sup> May 2023**

### **COMMITTEES AND EXTERNAL REPRESENTATIVES**

A list of the current committees and external representatives is attached.

The committee structure allows efficient discussion and execution of the Council's business, by allowing members with an interest or knowledge in specific Council areas to discuss in smaller more effective groups relevant matters and (where delegated) deliver operational and project decision making, or make recommendations to Full Council for the decision when needed.

From an officer perspective, it makes managing work streams more efficient as relevant officers can work with relevant committees, with the Clerk and Full Council being the central hub.

As we approach a new Council term, and after some time in the role of Town Clerk, supporting the Council in delivering in its decisions and seeing how the structure we all inherited operates, I would like to suggest a slight change to the committees for the new Council to adopt, certainly for the initial year.

What I am conscious of is us not spending too much time and resources on major changes initially as this would better happen organically as new Councillors settle in.

My proposal is to remove The Watermark Committee and bring those terms of reference into Policy and Resources Committee (P&R). The Watermark is a resource which has a high impact on the finances of the Council. The majority of The Watermark Committee meetings revolve around financial performance, which is an important consideration of the Policy and Resources Committee, and so that element could easily be included. The Watermark Manager Report would be an additional item for P&R but again could easily be incorporated as an agenda item.

This would have the additional benefit of freeing up officer time to deliver on activity and projects rather than administering meetings – the time of the meeting itself and the additional minutes would be saved. The more frequent P&R meetings would also allow urgent items to be discussed in advance and more thoroughly, rather than a delegated decision needing to be made, but also should there be fewer Watermark matters to report, a shorter unnecessary Watermark meeting would not need to be held.

This change would have an impact of the P&R make up. Current standing orders require a maximum of 7 members (to ensure a minority of the overall Council) and so would mean there would be the Mayor, three chairs, Internal Audit Representative, and then space for two ex-Mayors, maybe three if the Internal Audit role is held by a chair. This could be an issue if there are not two or three ex-Mayors available on the

Council to be considered, so an alternative method for filling those places would need to be considered. Members suggestions are invited.

With regard to Outside Interests, this may be another evolutionary process, with representatives being added, or removed, as issues arise and the town demands. Members need to be asked for removal and addition of these roles as some will now be out of date and some new will need to be added.

A discussion on these matters to help steer the new Council in the best direction would be appreciated at this meeting to give Officers time to prepare the calendars and any other changes needed in time for the new year.

Jonathan Parsons  
Town Clerk

### **Current Committees (normally maximum 7 members, minimum 3):**

Planning and Infrastructure  
Parks and Open Spaces  
Personnel  
The Watermark (proposed to be removed)  
Appeals Committee (3 members only, whom are not on Personnel Committee)

Internal Audit Representative (2 members)

Plus Policy and Resources Committee

### **Representatives for Outside Interests**

Ivybridge Community Association (Chapel Place)      Town Mayor  
Home Start South Hams  
South Hams Childrens Centres  
Children and Families  
Ivybridge & District Association of Local Councils  
Devon Association of Local Councils  
Ivybridge Rail Users Group  
Parish Paths Partnership Co-ordinator  
Cycling & Active Travel Representative  
Ivybridge Chamber of Trade  
PL21  
IEAG  
Ivybridge Caring  
Dementia Friendly Community  
Health / Beacon PPG  
Police & Crime Commissioner Cllr Advocate  
Ivybridge RBL  
Youth Projects

Community Resilience Group  
(including Snow Wardens)  
Honorary Tree Warden  
Harford Parish

Suggested additions:  
Allotment Association

**Local representatives on groups organised by the Town Council**

Police Liaison

Town Mayor + 1

Town Centre Developments

Ivybridge Climate Action Working Group