

Background

1. At its last meeting Council agreed the principle of instituting a committee structure for the new council year, and delegated to the Interim Town Clerk responsibility for designing that structure.
2. Two options are listed below; if council adopts either of these, or an alternative, the ITC will write precise terms of reference that will be approved by the first council of the new council year, in May 2017.
3. The general principles underpinning the proposed structures is that each committee should have duties to scrutinize some area of the councils activities, delegated powers, to make decisions within clear boundaries, and the right to make policy suggestions to council which could be adopted after an appropriate resolution of council.

Option A

4. Option A envisages that council will meet on a Monday evening, and will be supported by three committees, which will also meet on Mondays, and a planning committee which will meet on Tuesdays.
 - a. The Budget and Administration committee will have
 - i. A duty to scrutinize the management the council's finances
 - ii. A duty to hear complaints from members of the public that the Proper Officer cannot resolve
 - iii. A duty to scrutinize the Correspondence Log
 - iv. A duty to scrutinize journal transactions and virements.
 - v. A power to determine and approve the investment of reserves
 - vi. A power to consider which complaints or grievances should be considered by a sub-committee of three councillors, and
 - vii. A power to nominate which three councillors should consider a complaint or grievance
 - b. The Local Services committee
 - i. A duty to scrutinize the performance of environmental services work funded by the council
 - ii. A duty to scrutinize the maintenance of play parks and other facilities funded by the council
 - iii. A duty to scrutinize the provision of allotments,
 - iv. A power to propose new play parks, allotments or other environmental facilities for consideration by council
 - v. A power to propose actions or policies designed to foster the regeneration of, or economic growth of, Berwick, and
 - vi. Within existing budgets, a power to spend or grant such moneys as may be allocated for the purposes outlined above.

- c. The People and Communities committee
 - i. A power to make grants, within existing budgets, to organizations benefitting Berwick
 - ii. A power to propose changes to any scheme of grants
 - iii. A power to make grants to enable events that benefit the people of Berwick.
 - iv. A power to make proposals to Council as to the organization and promotion of events that benefit Berwick.

- d. A Planning committee
 - i. To consider and make decisions as to the council's response to development proposals in Berwick upon Tweed,
 - ii. To consider and make decisions on matters analogous to development control, such as tree preservation orders and rights of way issues.

Option B

- 5. Option B envisages that council will meet on a Monday evening, and will be supported by three committees, which will also meet on Mondays. Council's response to planning applications will be determined by meetings of full council.
 - a. The Budget and Administration committee will have
 - i. A duty to scrutinize the management the council's finances
 - ii. A duty to hear complaints from members of the public that the Proper Officer cannot resolve
 - iii. A duty to scrutinize the Correspondence Log
 - iv. A duty to scrutinize journal transactions and virements.
 - v. A power to determine and approve the investment of reserves
 - vi. A power to consider which complaints or grievances should be considered by a sub-committee of three councillors, and
 - vii. A power to nominate which three councillors should consider a complaint or grievance

 - b. The Local Services committee
 - i. A duty to scrutinize the performance of environmental services work funded by the council
 - ii. A duty to scrutinize the maintenance of play parks and other facilities funded by the council
 - iii. A duty to scrutinize the provision of allotments,
 - iv. A power to propose new play parks, allotments or other environmental facilities for consideration by council

 - c. The people and communities committee
 - i. A power to make grants, within existing budgets, to organizations benefitting Berwick
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 - iv. A power to make proposals to Council as to the organization and promotion of events that benefit Berwick.

- 6. In both option A & B all matters not delegated to committee will be decided by council.

Recommendation

1. That council determine which option it prefers, and instructs the Interim Town Clerk to prepare the appropriate reports for council on April 24th and May 15th to enable this structure to operate in 2017-18.