

Committee System Discussion Framework

Leadership

1. Full Council

Statements-

- Is made up of all the City Councillors elected by the people of Sheffield to listen to and represent their wards and the people who live within them
- Agrees the Constitution (i.e. how the Council operates)
- Sets the Scheme of Delegations (i.e. who can make which decisions)
- Is the forum where all Members steer the overall direction of the Council, set the boundaries within which all the themed committees have to operate (known as the 'budget and policy framework'), and keep oversight of decisions made across the whole system. In exceptional circumstances, can overturn decisions made by Committees.
- Appoints councillors to individual committees and elects the Leader of the Council and the ceremonial Lord Mayor.

2. Leader's Role

Statements

- Advocate for the city and represents the Council in regional and national networks and with Government
- Acts as the Council's nominee at South Yorkshire City Region (SYCR) and has voting rights when taking SYCR decisions
- Lead Spokesperson for the Council as a whole
- Chair of Overarching Committee (see elsewhere on page)

3. Lord Mayor's Role

Statements

- Ceremonial 'First Citizen' representing the Council as a civic body in formal and informal public settings and promoting local causes
- Chairs Full Council (has a casting vote if votes are tied)

Committees

5. Overarching Committee

Statements

- Overarching Committee with strategic responsibilities (NB this idea was endorsed by Full Council pre-referendum)
- Develops a Corporate Plan, budget and other aspects of the Budget & Policy Framework, with input of the other Themed Committees, for agreement/endorsement by Full Council- and then can only work within those limits agreed by Council
- Takes strategic decisions and sets the overall work programme for the Themed Committees which are each responsible for delivering specific parts of a Corporate Plan
- Membership typically is Chairs of all the Themed Committees plus others to maintain political proportionality. Chaired by Leader of the Council

7. Statutory Scrutiny

Statements

- No legal requirement for separate Scrutiny Committee(s) now that cross-party check and challenge (and cross-party policy development) is built into every decision-making Committee and Full Council.
- Some statutory responsibilities remain & must be effective, including Health and Crime & Disorder. This can be made part of the remit of other existing (non-scrutiny) Committees or we could maintain a standalone Committee.

8. Other Committees

Statements

- A range of existing Committees continue to serve their current functions e.g. Planning, Licensing, Audit and Standards
- Some Committees may need to be reshaped or rethought in order to fit within the new Committee System, such as Health & Wellbeing Board, Joint Commissioning Committee.

4. Themed Committees

Statements

- Decision-making Committees organised by theme (Full Council sets exact number, titles and remits – which may be reviewed and changed at each year's Annual Meeting)
- Work within the Budget, Policy and Strategy Frameworks set by the Full Council & any Overarching Committee
- Make up of all Themed Committees is proportionate to the size of each party group on Full Council
- In certain conditions Committees may establish a limited number of temporary, time-limited Sub-Committees for specific purposes, such as to develop policy on a specific issue.

6. Local Area Committees

Statements

- There are 7 LACs across the city
- Made up of all of the members from the local area (not subject to political proportionality)
- Formal Committees with some decision-making authority, but many of their important roles do not require any particular authority (e.g. facilitating, brokering, listening, amplifying)
- Take certain operational decisions with local impacts, within the scope agreed by Full Council

Engagement & Communication

9. Public Engagement

Statements-

- A critical ambition for the new governance system is for citizens, communities and partners to be more effectively engaged, involved and listened to within the decision-making process.
- Decisions, and the processes used to reach decisions, should be easy for anybody to find and understand so that decision-makers are publicly accountable to everyone.
- This objective should be read as running through every single part of this framework.

10. Communications

Statements-

- A protocol will define who can make official statements on behalf of the Council under the new Committee System. Typically each political Group will have a nominated public spokesperson for each committee, but official Council statements are likely to be in the names of the Chairs of the relevant Committee.

Roles & Responsibilities

11. Schemes of Delegation

Statements-

- All decisions previously made by the Co-operative Executive will be made at the new Themed Committees. Decisions previously made by Individual Executive Members could either be made at a Thematic Committee or by Officers. Where decisions are made by Officers, the thresholds for this, and mechanisms for transparency and holding decision-makers to account, will be clear in the Constitution.

12. Statutory Responsibilities for Members

Statements-

- It will still be a legal requirement that we have a Lead Member for Children's Services. This role is usually combined with Chairmanship of the relevant Committee(s).
- Individual Member decision making is not permitted under the Committee System.

13. Staffing, Relationships and Casework

Statements-

- The Member Support offer will need to be reviewed in line with the new model.
- Various new relationships and ways of working between Members and Officers must be forged
- Member Casework support mechanisms may need to be reviewed

